

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

PHA Plans

Annual Plan for Fiscal Year 2004
beginning 7/1/2003

**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: Eastern Iowa Regional Housing Authority

PHA Number: IA 126

PHA Fiscal Year Beginning: 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 website
- Other (list below)

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

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

Annual PHA Plan
PHA Fiscal Year 2004

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The FY2004 Annual Plan directly relates to the mission and goals established in the EIRHA Five-Year Plan. EIRHA continues to build on its mission and goals. The FY2004 Annual Plan updates waiting list information; proposed implementation of a Section 8 Housing Choice Voucher Homeownership Plan; provides the FY2003 planned Capital Fund expenditures budget and approving amendment; Annual Statement/Performance Evaluation Report for FY2001 and FY2002 Capital Fund Program; includes a brief update on the approved Public Housing Homeownership Plan; Resident Advisory Board information as well as the names of resident members of our governing Board; and finally, the FY2004 Annual Plan addresses the Pet Policy and the rescission of the Community Service regulations. There is not a substantial deviation from the activities approved in the Five-Year Plan, however, there has been slight modifications made to the FY2001 and FY2002 Capital Fund budget with those revisions included in the Annual Statement/Performance Report.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration (Attachment A)
- FY2002 Capital Fund Program Annual Statement (Attachment B)
FY2001 and FY2002 Capital Fund Program Annual Statement/Performance and Evaluation Report - Attachment C – Separate file save as (ia126a03)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled **ONLY**)
- Other (List below, providing each attachment name)
 - Attachment D – Public Housing Home Ownership Plan;
 - Attachment E – Community Service Recission;
 - Attachment F – Pet Policy;
 - Attachment G – Resident Membership of the Governing Board;
 - Attachment H – Resident Advisory Board Membership;
 - Attachment I – Progress Statement in meeting 5 year plan Mission and Goals;
 - Attachment J – Sect 8 HCV Homeownership Capacity Statement.

Optional Attachments:

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

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	2. Documentation of the required deconcentration and income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership

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

1. Statement of Housing Needs

Waiting list of Eastern Iowa Regional Housing Authority (2003)

226 for Section 8 Housing Choice Voucher and 113 public housing applicants

The past year EIRHA concentrated on continuing to market the Section 8 HCV and Public Housing programs to achieve 100% lease-up through advertisements in local newspapers and newsletters, posters, flyers, and briefing sessions held throughout our six county region. EIRHA has also contacted local community action agencies and schools to circulate flyers with their program mailings. At the present time the Section 8 HCV Program is at 100.26% lease-up and has implemented a waiting list. The Public Housing Program is at 96% lease-up.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input checked="" type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	339		29
Extremely low	294	87	

Housing Needs of Families on the Waiting List			
income <=30% AMI			
Very low income (>30% but <=50% AMI)	39	12	
Low income (>50% but <80% AMI)	6	2	
Families with children	225	66	
Elderly families	34	10	
Families with Disabilities	31	9	
Race/ethnicity White	309	91	
Race/ethnicityHispanic	0	0	
Race/ethnicity/black	23	7	
Race/ethnicity/other	7	2	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	37	33	22
2 BR	40	35	15
3 BR	34	30	14
4 BR	2	2	
5 BR	0	0	
5+ BR	0	1	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	\$273,116	
b) Public Housing Capital Fund	\$277,518 (FY'01) \$264,177 (FY'02)	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$2,920,547	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	\$47,269	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$255,000	\$255,000
4. Other income (list below)	\$14,000	\$14,000
Laundry Income		
Interest Income		
4. Non-federal sources (list below)		-0-
Operating Reserves		
Section 8	\$271,435	
Public Housing	\$107,339	
Total resources	\$4,430,401	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

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

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

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

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
20% of earnings deducted

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

Medical insurance payments
child support payments

e. Ceiling rents

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

- Yes for all developments

- Yes but only for some developments
- No

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

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

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

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

f. Rent re-determinations:

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

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

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month

disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below) EIRHA will use established ceiling rents as flat rents

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
 Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	168 units	
Section 8 Vouchers	727 Vouchers	
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
Family Self Sufficiency	50 units	

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

**Attachment C: FY2003 Capital Fund Budget
FY2002 Capital Fund Budget
FY2001 Capital Fund Program Annual
Statement/Performance and Evaluation Report –
Separate File**

File Name – ia126a03

[24 CFR Part 903.7 9 (g)]

Capital Fund Program Annual Statement

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

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

8. Demolition and Disposition [24 CFR Part 903.7 9 (h)]

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

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

Demolition/Disposition Activity Description
1a. Development name: 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:
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.)

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing Attachment D – Homeownership Plan

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Dyersville Family
1b. Development (project) number:	A126-001
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input 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:	<u>(06/01/2000)</u> Approved: <u>10/31/2001</u>
5. Number of units affected:	6
6. Coverage of action: (select one)	Part of Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name	Manchester Family
1b. Development (project) number:	A126-002
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input 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:	<u>(06/01/2000)</u> Approved: <u>10/31/2001</u>
5. Number of units affected:	9
6. Coverage of action: (select one)	Part of Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Dyersville Family
1b. Development (project) number:	A126-014
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input 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:	<u>(06/01/2000)</u> Approved: <u>10/31/2001</u>
5. Number of units affected:	3
6. Coverage of action: (select one)	Part of Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Hopkinton Family
1b. Development (project) number:	A126-015
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input 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:	<u>(06/01/2000)</u> Approved: <u>10/31/2001</u>
5. Number of units affected:	2
6. Coverage of action: (select one)	Part of Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Preston Family
1b. Development (project) number:	A126-022
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input 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:	<u>(06/01/2000)</u> Approved: <u>10/31/2001</u>
5. Number of units affected:	2
6. Coverage of action: (select one)	Part of Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Worthington Family
1b. Development (project) number:	A126-024
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input 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:	<u>(06/01/2000)</u> Approved: <u>10/1/2001</u>
5. Number of units affected:	6
6. Coverage of action: (select one)	Total Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Delmar Family
1b. Development (project) number:	A126-025
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input 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:	<u>(06/01/2000)</u> Approved: <u>10/31/2001</u>
5. Number of units affected:	2
6. Coverage of action: (select one)	Total Development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	DeWitt Family
1b. Development (project) number:	A126-027
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input 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:	<u>(06/01/2000)</u> Approved: <u>10/31/2001</u>
5. Number of units affected:	6
6. Coverage of action: (select one)	Part of Development

B. Section 8 Tenant Based Assistance – Attachment J Section 8 HCV Homeownership Plan

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

Yes No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below: **Refer to Attachment J**

12. PHA Community Service and Self-sufficiency Programs – Attachment E

[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)?

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: 12/31/02)
Public Housing	29	11
Section 8	16	30

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

The Eastern Iowa Regional Housing Authority is not experiencing safety or crime related issues in its housing programs. However, EIRHA has contacted the local police, sheriff and fire departments to notify us immediately should there be crime related calls to an EIRHA owned housing unit. EIRHA has an established working relationship with the local law enforcement offices. A safety and crime related call log is being maintained at our office to track such calls with a copy of the police or sheriff reports.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

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

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved? N/A
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD? N/A
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

Resident Membership on the Governing Board – See Attachment G

Resident Advisory Board Recommendations

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

Resident Advisory Board – See Attachment H

Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) State of Iowa

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

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

D. Other Information Required by HUD

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

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

ATTACHMENT A DECONCENTRATION AND INCOME MIXING

Component 3, (6) Deconcentration and Income Mixing

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

If yes, list these developments as follows:

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

PHA Plan – ATTACHMENT B Table Library

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

Eastern Iowa Regional Housing Authority
Annual Statement – Capital Fund Program – FY2003 – Projected Budget
Capital Fund Program (CFP) Part I: Summary
 Capital Fund Grant Number _____ FFY of Grant Approval: (2003)
 Original Annual Statement – FY2003 Capital Fund Program

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$60,000.00
3	1408 Management Improvements	\$10,000.00
4	1410 Administration	\$10,000.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$20,000.00
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	\$ 144,700.00
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	\$40,000.00
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)	\$284,700.00
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement – FY2003 Capital Fund - Original Budget Submission
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
HA-Wide	Operations	1406	\$60,000.00
HA-Wide	Administration	1410	\$10,000.00
HA-Wide	Spec Writing and Inspections	1430	\$20,000.00
HA-Wide	Updgrade maintenance vehicles and tools	1475	\$40,000.00
HA-Wide	Management Improvements – upgrade computers	1408	\$10,000.00
126-004C	Replace floor covering	1460	\$4,000.00
126-004	Replace kitchen cabinets and flooring – Manchester elderly	1460	\$71,100.00
126-007M	Replace kitchen cabinets and floor covering – Miles elderly	1460	\$34,800.00
126-007B	Replace kitchen cabinets and floor covering – Bellevue elderly	1460	\$34,800.00
TOTAL 2003 Capital Fund Budget			\$284,700.00

**Annual Statement – FY2003 Capital Fund - Original Budget Submission
 Capital Fund Program (CFP) Part II: Supporting Table**

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

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

SEPARATE FILE – FILE NAME (ia126a03)

**ATTACHMENT D – PUBLIC HOUSING HOMEOWNERSHIP
PLAN**

This plan was submitted with our Five-Year Plan. Our Homeownership Plan has not changed since the original submission with the Five-Year Plan. We received approval of the Homeownership Plan from the Chicago HUD Office on October 31, 2001. All residents have been notified of the program. In FY2002, six Public Housing residents had expressed an interest in purchasing their Public Housing unit but never filled out the application. At the present time, one additional Public Housing Resident has requested a program application.

The Family Self-Sufficiency Coordinator had been sent to training to better prepare for administering the homeownership program and counseling the participating households. With the implementation of the Elderly Self-Sufficiency program, however, this left little time for the Coordinator to dedicate the required time to the Public Housing Homeownership Program. As a result, a Homeownership/Housing Development Specialist position was developed to better implement the Public Housing Homeownership Plan. An individual was hired in December 2002 and is currently being sent to training to implement the program.

ATTACHMENT E – IMPLEMENTATION OF PUBLIC HOUSING RESIDENT COMMUNITY SERVICE REQUIREMENT

EIRHA has notified all residents that the Community Service Requirement is being re-implemented.

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

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

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

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

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

ATTACHMENT F – PET POLICY

Pursuant to 24 CFR part 960 Subpart G, Pet Ownership in Public Housing, effective the date of approval of the Annual Plan, EIRHA adopted a pet policy for residents of public housing with the FY 2002 Annual Plan. The policy is consistent with the issuance of regulations issued by the Department of Housing and Urban Development as they pertain to the residents of EIRHA's public housing general occupancy family developments.

EIRHA adopted reasonable requirements for pet ownership. The policy was submitted with the FY 2002 Annual Plan.

ATTACHMENT G – RESIDENT MEMBERSHIP OF GOVERNING BOARD

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

Donald Canty, Director/Commissioner
208 Sycamore #7; P.O. Box 395
Sabula, IA 52070
Term 4/02 – 4/2004

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

Terms are renewed by the City at the time of expiration or if the term is not renewed, the City will appoint a new resident commissioner/director to the Board.

**ATTACHMENT H – RESIDENT ADVISORY
BOARD MEMBERSHIP**

EIRHA’s Resident Advisory Board consists of four members that adequately reflect and represent the residents assisted by EIRHA. The Resident Advisory Board members are as follows:

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

Richard Morris
912 E. Main #207
Manchester, IA 52057

Neola Zehr
420 S. Tama
Manchester, IA 52057

Melinda Davis
107 Nelson Circle
Manchester, IA 52057

Donald Canty
208 Sycamore #7, P.O. Box 395
Sabula, IA 52070

Linda Maker
521 3rd Street, N.W.
Dyersville, IA 52040

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

Karen Besler
145 Nelson Circle
Manchester, IA 52057

Tammy Carr
504 Buchanan
Manchester, Ia 52057

Jodi Fangman
210 Peterson Drive
Peosta, IA 52068

Melissa Galle
172 Peterson Drive
Peosta, IA 52068

Martin Lyster
511 3rd Street
Dyersville, IA 52040

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

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

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

During this past year, the third year of our Five-Year Plan, EIRHA continued to concentrate on marketing and improving unit turn around time. We have maintained lease-up in public housing at 96% or above. On July 1, 2001, EIRHA hired two on staff full-time maintenance managers to replace the existing contract maintenance. In addition to being cost effective, it has improved the vacant unit turnaround time and the overall upkeep of the units. The conversion of (2) one bedroom apartments to a two bedroom resident manager apartment has improved the unit turn around time as well as given the authority more control over the units.

EIRHA's homeownership plan received approval from HUD on October 31, 2001. EIRHA is proposing to sell 4 single family public housing units per year for the next five years. We have notified the residents of the program and have recently developed a new position, Homeownership/Housing Development Specialist to more effectively implement the program.

In response to a growing need of homeownership assistance, EIRHA has written a Section 8 HCV Homeownership Plan which was approved by its board and is ready for implementation effective July 1, 2003.

ATTACHMENT I – Continued

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

EIRHA has a successful Family Self-Sufficiency program which started with an action plan of 74 slots. Due to successful program completions, at the present time, the HUD approved FSS action plan is 50 slots. The program has had 34 successful completions with a current mandatory number of 16. The program is currently assisting 14 additional individuals on a voluntary basis, as the mandatory number has been met, leaving a total of 30 active participants.

A full-time Self-Sufficiency coordinator works with households in achieving self-sufficiency and recruiting additional households for the program. Of the 30 participants, 50% have an active escrow account. The FSS Coordinator has also established a Community Service Committee, which she chairs, to coordinate community service activities with local hospitals, social service organizations, schools, nursing homes, etc. This is another outlet for employment opportunities for the housing residents.

EIRHA has recently received board approval for the coordinator to assist the elderly population as well. The goal is to provide social activities, promote independence, and emotional support for the elderly residents. Activities to date include informational barbecues, holiday potlucks, monthly get-togethers, birthday parties, weekly card games and a fall field trip to view the changing of the leaves.

ATTACHMENT J – SECTION 8 HCV HOMEOWNERSHIP CAPACITY STATEMENT/PLAN

Below is the EIRHA board approved Section 8 HCV Homeownership Plan that is to be implemented July 1, 2003, and has been included in the EIRHA Administrative Plan.

HOMEOWNERSHIP

General Overview [24 CFR 982.625]

The homeownership option is used to assist a family residing in a home purchased and owned by one or more members of the family **that are current participants of the Housing Choice Voucher Program.**

The PHA must approve a live-in aide if needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities.

The Housing Choice Voucher Home Ownership Program permits eligible participants in the Housing Choice Voucher Program, including participants with portable vouchers, the option of purchasing a home with their Housing Choice Voucher assistance rather than renting.

Participants who owe any monies to the PHA or any other Housing Agency for any outstanding debts and/or are in violation of their family obligations while receiving Housing Choice Voucher assistance shall be ineligible for participation in the Housing Choice Voucher Home Ownership Program.

Housing Choice Voucher home ownership assistance may be used to purchase the following types of homes within the PHA Region: new or existing single-family dwelling unit, condominium, cooperatives, Public Housing units or manufactured homes.

The PHA will also permit portability of Housing Choice Voucher home ownership assistance to another jurisdiction, provided the receiving jurisdiction operates a Housing Choice Voucher home ownership program for which the participant qualifies.

The PHA will limit the number of families assisted with homeownership to 15 families, with preference to families who have completed an initial Housing Choice Voucher lease term consisting of 12 months and are FSS Participants.

The PHA may provide homeownership assistance in the form of monthly payments, or as a down payment assistance grant. The PHA may choose to offer either or both forms, or may choose not to offer homeownership assistance. If the PHA offers both forms of assistance, the family chooses which form to receive.

The PHA must offer either form of assistance if necessary, as a reasonable accommodation. However, the PHA may determine that homeownership assistance is not a reasonable accommodation.

A family may receive only one form of homeownership assistance. A family that includes a person who was an adult member of a family that previously received either form of homeownership assistance may not receive the other form from any PHA.

Monthly Homeownership Assistance: Family Eligibility Requirements [24 CFR 982.627]

The PHA will offer the monthly homeownership assistance option to all participating families who meet the eligibility requirements listed below. Applicants will be assisted in order based on the date of their application for Homeownership.

a. The family must be eligible for the Housing Choice Voucher program.

b. The Family must have completed and submitted the Section 8 Housing Choice Voucher Homeownership Application.

c. The Family is a first-time homeowner.

Each family, except families with a disabled member, must be a first-time homeowner. A first-time homeowner means that no member in the household has had an ownership interest in any residence during the three years prior to the home ownership assistance. However, a single parent or disabled homemaker who, while married, owned a home with a spouse (or resided in a home owned by a spouse) is considered a first-time homeowner for purposes of the Housing Choice Voucher Home Ownership Program.

d. The Family must meet the Federal minimum income requirement.

The Family must have at least a gross monthly income of \$15,000 at the time the family is determined eligible for the Home Ownership Program. However, a family that meets the federal minimum income requirement, of a gross annual income at least equal to the Federal minimum hourly wage multiplied by 2,000 hours, (but not the PHA's requirement) will be considered to meet the minimum income requirement if it can demonstrate that it has been pre-qualified or pre-approved for financing.

For elderly or disabled families, the minimum income requirement is equal to the current SSI monthly payment for an individual living alone, multiplied by 12.

Except in the case of an elderly or disabled family, the HA shall not count any welfare assistance received by the family in determining annual income. The disregard of welfare assistance income in this section only affects the determination of minimum annual income used to determine if a family initially qualifies for the Home Ownership assistance and does not affect the calculation of the amount of the family's total tenant payment or Home Ownership assistance payments. In the case of an elderly or disabled family, the HA shall count welfare assistance in determining annual income.

e. The Family satisfies the employment requirements.

With the exception of disabled and elderly households, each family must demonstrate that one or more adult members of the family who will own the home is employed full-time (not less than an average of 30 hours per week); and has been continuously employed during the previous year. In the case of an elderly or disabled family, the HA will consider income from all sources, including welfare assistance in evaluating whether the household meets the minimum income required to purchase a home through the Housing Choice Voucher Home Ownership Program.

The Homeownership/Housing Development Specialist may also consider whether and to what extent an employment interruption is considered permissible in satisfying the employment requirement.

The Homeownership/Housing Development Specialist may also consider self-employment to determine employment history.

The employment requirement does not apply to an elderly or disabled family. In order to reasonably accommodate a family's participation in the program, families that include a person with disabilities may also be exempt from this requirement if an exemption is needed as a reasonable accommodation.

- f. The Family has never defaulted on a mortgage securing debt to purchase a home under the homeownership option.

If the head of household, spouse or other adult household member who will execute the contract of sale, mortgage and loan documents has previously defaulted on a mortgage obtained through the Housing Choice Voucher Home Ownership Program, the family will be ineligible to participate in the Home Ownership Program.

- g. The Family owes any money to PHA or any other Housing Agency for any outstanding debts.

Participants in the Housing Choice Voucher Program shall be ineligible for participation in the Housing Choice Voucher Home Ownership Program if any debt or portion of a debt remains owed to the PHA or any other Housing Authority. Additionally, participants who are in violation of their family obligations while receiving Housing Choice Voucher assistance shall be ineligible for participation in the Housing Choice Voucher Home Ownership Program.

- h. The Family is financially capable to qualify for PHA approved financing of the home and must be financially capable to provide at least 3% of the purchase price as a minimum homeowner down payment. The Homeownership/Housing Development Specialist shall review lender qualifications and the loan terms before authorizing home ownership assistance.

- i. **The Family has no outstanding payments of judgements and/or court orders.**

The participant shall be required to repay any current court judgement or order or court approved mediation agreement.

The Homeownership/Housing Development Specialist may allow exceptions for medical expenses after conducting an internal review.

- j. **The Family has completed and submitted all necessary home ownership counseling sessions and documents as described in [24 CFR 982.630]**

A family's participation in the home ownership program is conditioned on the family attending and successfully completing a home ownership and housing counseling program approved by the HA prior to commencement of home ownership assistance.

The approved home ownership and housing counseling programs shall be **consistent with HUD-approved housing counseling, such as; Iowa State University County Extension office, MAP, and any other approved counseling service.**

The topics covered should include:

- Home maintenance**
- Budgeting and money management**
- Credit Counseling**
- How to negotiate the purchase price of a home**
- How to obtain homeownership financing**
- How to find a home**

**Information on fair housing
Information about the Real estate Settlement Procedures**

In addition to the group sessions, HA staff will provide one-on-one counseling to participants throughout the purchase process.

Upon the Homeownership/Housing Development Specialist's determination, the family may be required to attend the home ownership counseling program on a continuing basis.

Once all of the above criteria have been met, a letter of eligibility will be sent to the participating family. The letter will state the next steps involved and give a set amount of time to complete each step.

Additional Family Participation Requirements

a. Locating a Home

Once a family has been determined to be eligible for participation in the Housing Choice Voucher Home Ownership Program, a family shall have sixty (60) days to locate a **eligible home** to purchase. **For good cause, the HA may extend a Housing Choice Voucher family's time to locate the home for additional thirty (30) day increments**

Eligible Home [24 CFR 982.628]

To meet HUD's "Eligible Housing" requirements the unit must not be:

A unit receiving Section 8 project-based assistance;

A nursing home, board and care home, or facility providing continual psychiatric, medical or nursing services;

A college or other school dormitory;

On the grounds of penal, reformatory, medical, mental, or similar public or private institutions.

The unit must already be existing or under construction at the time the family was determined eligible for homeownership assistance.

The unit must be one-unit property or a single dwelling unit in a cooperative or condominium.

The unit may be a home where the family will not own fee title to the real property (such as a manufactured home), if the home has a permanent foundation and the family has the right to occupy the site for at least 40 years.

The unit must have adequate number of bedrooms to support the participating family size.

The unit must not be currently owned by someone that is debarred, suspended, or subject to a limited denial of participation.

The unit must be able to pass HUD's housing Quality Standards and a inspection by an independent housing inspector.

A home shall be considered located if the family submits an accepted **purchase or sales agreement**. The participant must **also submit a bank or lender commitment letter stating that you have been pre-qualified** and will be working on financing.

During a Housing Choice Voucher participant's search for a home to purchase, their Housing Choice Voucher rental assistance shall continue according to the PHA Housing Choice Voucher Housing Administrative Plan. If a Housing Choice Voucher participant is unable to locate a home within this time limit, their Housing Choice Voucher Homeownership Application will be removed from consideration and the family will continue with the Housing Choice Voucher Program. The Family may not re-apply for the Home Ownership Program until the family has completed an additional year of participation in the Housing Choice Voucher Program.

The PHA **will** require periodic reports on the family's progress in finding a home

Purchase or Sales Agreement

The purchase or sales agreement must state the price and terms of the sale, state that the sale is subject to financing, provide that the purchaser will arrange for a pre-purchase inspection of the unit by an **independent inspector** selected by the purchaser, provide that the purchaser is not obligated to buy the unit unless an independent inspection is satisfactory, provide that the purchaser is not obligated to pay for necessary repairs, and contain the seller's certification that he or she has not been debarred, suspended or subject to limited denial or participation.

Independent Inspections [24 CFR 982.631]

The unit has been inspected by the PHA to meet the HUD's Housing Quality Standards and pass an **independent inspection** by an independent housing inspector selected by the family and approved by the HA at the family's expense.

The **independent inspection** must cover major building systems and components, including foundation and structure, housing interior and exterior, and the roofing, plumbing, electrical, and heating systems. The independent inspector must be qualified to report on property conditions, including major building systems and components and be certified by the State of Iowa to conduct home inspections.

The independent inspector may not be a HA employee or contractor, or other person under control of the HA. The independent inspector must provide a copy of the inspection report both to the family and to the HA. The HA may not pay any Home Ownership assistance to the family until the HA has reviewed the inspection report of the independent inspector. Even if the unit otherwise complies with the Housing Quality Standard inspection, the HA shall have discretion to disapprove the unit for assistance under the Home Ownership Program because of information in the inspection report.

Code violations identified by the independent inspector and the HA must be corrected prior to taking ownership.

b. Financing Requirements [24 CFR 982.632]

The family is responsible for securing financing for the home within **sixty days (60)** of the purchase agreement date. **For good cause, the HA may extend a Housing Choice Voucher family's time to secure financing for the home for additional thirty (30) day increments**

The proposed financing terms must be submitted to and approved by the Homeownership / Housing Development Specialist prior to close of the financing. The Homeownership/Housing Development Specialist shall determine the affordability of the family's proposed financing. In making such determination, the Homeownership/Housing Development Specialist may take into account other family expenses, including but not limited to child care, non-reimbursable medical expenses, and other outstanding debts.

The PHA has established financing requirements, listed below, and may disapprove proposed financing if the PHA determines that the debt is unaffordable.

The PHA will prohibit the following forms of financing:

balloon payment mortgages

seller financing through land contracts

Seller-financed mortgages through person to person mortgages will be considered on a case by case basis.

If a mortgage is not FHA-insured, the PHA will require the lender to comply with generally accepted mortgage underwriting standards consistent with those of HUD/FHA, Ginnie Mae, Fannie Mae, Freddie Mac, the Federal Home Loan Bank, or other private lending institutions. The PHA may disapprove proposed financing, refinancing or other debt if it is determined that the debt is unaffordable, or if the lender or loan terms do not meet the qualifications as set forth by the PHA. The buyer must be capable of providing at least 3% of the purchase price for the down payment.

The PHA **will** require periodic reports on the family's progress in finding and purchasing a home.

During a Housing Choice Voucher participant's attempt to secure financing for the purchase, their Housing Choice Voucher rental assistance shall continue according to the PHA Housing Choice Voucher Housing Administrative Plan. If a Housing Choice Voucher participant is unable to secure the financing for the home within this time limit, their Housing Choice Voucher Homeownership Application will be removed from consideration and the family will continue with the Housing Choice Voucher Program.. The Family may not re-apply for the Home Ownership Program until the family has completed an additional year of participation in the Housing Choice Voucher Program.

c. Continued Assistance [24 CFR 982.633]

Homeownership assistance may only be paid while the family is residing in the home. The family or lender is not required to refund homeownership assistance for the month when the family moves out.

The family must comply with the following obligations:

The family must comply with the terms of the mortgage securing debt incurred to purchase the home, or any refinancing of such debt.

The family may not convey or transfer ownership of the home, except for purposes of financing, refinancing, or pending settlement of the estate of a deceased family member.

Use and occupancy of the home are subject to CFR 982.551 (h) and (i).

The family must supply information to the PHA or HUD as specified in CFR 982.551(b). The family must further supply any information required by the PHA or HUD concerning mortgage financing or refinancing, sale or transfer of any interest in the home, or homeownership expenses.

The family must notify the PHA before moving out of the home.

The family must notify the PHA if the family defaults on the mortgage used to purchase the home.

No family member may have any ownership interest in any other residential property.

The family must attend and complete ongoing homeownership counseling if required.

The home must pass a HUD Housing Quality Standard inspection for the first two years following the home purchase.

Before commencement of homeownership assistance, the family must execute a statement in which the family agrees to comply with all family obligations under the homeownership option.

d. Maximum Term of Homeownership Assistance [24 CFR 982.634]

Except in the case of elderly or disabled families, the maximum term of homeownership assistance is:

15 years, if the initial mortgage term is 20 years or longer, or

10 years in all other cases.

The elderly exception only applies if the family qualified as elderly at the start of homeownership assistance. The disabled exception applies if, at any time during receipt of homeownership assistance, the family qualifies as disabled.

If the family ceases to qualify as elderly or disabled during the course of homeownership assistance, the maximum term becomes applicable from the date assistance commenced. However, such a family must be afforded at least 6 months of homeownership assistance after the maximum term becomes applicable.

If the family receives homeownership assistance for different homes, or from different PHAs, the total is subject to the maximum term limitations.

e. Homeownership Assistance Payments and Homeownership Expenses [24 CFR 982.635]

The monthly homeownership assistance payment is the lower of: the voucher payment standard minus the total tenant payment, or the monthly homeownership expenses minus the total tenant payment.

In determining the amount of the homeownership assistance payment, the PHA will use the same payment standard schedule, payment standard amounts, and subsidy standards as those described in this plan for the Housing Choice Voucher program.

The PHA will pay the homeownership assistance payment **directly to a lender on behalf of the family.**

Some homeownership expenses are allowances or standards determined by the PHA in accordance with HUD regulations. These allowances are used in determining expenses for all homeownership families and are not based on the condition of the home.

Homeownership expenses include:

Principal and interest on mortgage debt.

Public assessments on the property.

Mortgage insurance premium.

Taxes.

Home Insurance

The PHA utility allowance used for the voucher program.

The PHA allowance for **maintenance expenses and costs of repairs and replacements.**

f. Portability [24 CFR 982.636, 982.353(b) and (c), 982.552, 982.553]

Subject to the restrictions on portability included in HUD regulations and in Chapter 13 of this plan, the family may exercise portability if the receiving PHA is administering a voucher homeownership program and accepting new homeownership families.

The receiving PHA may absorb the family into its voucher program, or bill the initial PHA. The receiving PHA arranges for housing counseling and the receiving PHA's homeownership policies apply.

g. Moving With Continued Assistance [24 CFR 982.637]

A family receiving homeownership assistance may move with continued tenant-based assistance. The family may move with voucher rental assistance or with voucher homeownership assistance. Continued tenant-based assistance for a new unit cannot begin so long as any family member holds title to the prior home.

h. Denial or Termination of Assistance [24 CFR 982.638]

Termination of homeownership assistance is governed by the policies for the Housing Choice Voucher program contained in chapter 15 of the Administrative Plan. However, the provisions of CFR 982.551 (c) through (j) are not applicable to homeownership.

The PHA will terminate homeownership assistance if the family is dispossessed from the home due to a judgment or order of foreclosure.

If the family defaults on an FHA-insured mortgage, the HA will permit the family to move with continued Housing Choice Voucher rental assistance if the family demonstrates that it has (a) conveyed title to the home to HUD or its designee, as required by HUD or will convey, title to the home, as required by HUD, to HUD or HUD's designee; and (b) the family has moved from the home or will move within the period established or approved by HUD.

If the family defaults on a mortgage that is not FHA-insured, the HA may permit the family to move with continued Housing Choice Voucher rental assistance if the family demonstrates that it has (a) conveyed title to the home to the lender or to its designee, as may be permitted or required by the lender; and (b) moved from the home within the period established or approved by the lender.

Down payment Assistance Grants [24 CFP 982.643]

Most of the regulations governing monthly homeownership assistance apply to downpayment assistance grants. However, families receiving downpayment assistance are not subject to the regulations concerning continued assistance, family obligations, the maximum term of assistance, amount and distribution of payments, or moves with continued assistance.

Eligibility for down payment assistance is limited to current participants in the voucher program.

The maximum down payment assistance grant is the PHA's payment standard minus the family's TTP, multiplied by 12.

Down payment assistance must be applied to the down payment for the purchase of the home. The PHA may allow the grant to be applied to reasonable and customary closing costs as defined by the PHA. If the family purchases a home with FHA mortgage insurance, closing costs are subject to FHA requirements.

Pilot Program for Homeownership Assistance for Disabled Families [CFR 982.642]

The PHA has the option of offering assistance under the pilot program instead of, or in addition to, the homeownership assistance described in this section. Most of the regulations governing homeownership assistance apply to the pilot program.

Eligibility: the family must meet the definition of "disabled family." The family is not required to meet the low-income requirement, but annual income cannot exceed 99% of the area median. The family must not be a current homeowner and must close on the home within 3 years of July 23, 2001. The family need not meet the definition of "first-time homeowner."

Homeownership Assistance Payments: Payments are calculated as described in this section. A low-income family receives the full assistance payment. A family whose annual income is between 81% and 89% of area median receives 66% of the assistance payment. A family whose annual income is between 90% and 99% of area median receives 33% of the assistance payment. The PHA must make payments to the lender.

Mortgage Defaults: The PHA may permit the family to move with continued homeownership assistance if the default is due to catastrophic medical reasons or to the impact of a federally declared disaster.

To the extent applicable, the PHA's policies for homeownership assistance apply to families participating in the pilot program.

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: EASTERN IOWA REGIONAL HOUSING AUTHORITY	Grant Type and Number Capital Fund Program IA05P12650101 Capital Fund Program Grant No: IA05P12650101 Replacement Housing Factor Grant No:	Federal FY of Grant: FY2001
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:) 3
 Performance and Evaluation Report for Period Ending: 12/31/02
 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	\$40,000	\$ 40,000	\$40,000	\$40,000
3	1408 Management Improvements Soft Costs	\$ 0	\$ 10,977	\$10,977	\$10,977
	Management Improvements Hard Costs				
4	1410 Administration	\$10,000	\$ 8,318	\$ 8,318	\$ 8,318
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$20,000	\$ 17,985	\$17,985	\$17,985
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$147,118	\$126,813	\$126,813	\$126,813
11	1465.1 Dwelling Equipment—Nonexpendable	\$60,400	\$ 33,502	\$ 33,502	\$33,502
12	1470 Nondwelling Structures	\$ 0	\$ 11,187	\$ 11,187	\$11,187
13	1475 Nondwelling Equipment		\$ 28,736	\$28,736	\$28,736
14	1485 Demolition/CONVERSION				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	\$277,518	\$277,518	\$277,518	\$277,518
	Amount of line XX Related to LBP Activities				
	Amt of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amt of line XX Related to Energy ConservationMeasures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Eastern Iowa Regional Housing Authority		Grant Type and Number Capital Fund Program IA05P12650101 Capital Fund Program Grant No: IA05P12650101 Replacement Housing Factor Grant No:				Federal FY of Grant: FY2001	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
HA-WIDE	Operations	1406		\$40,000.00		\$40,000.00	Work Complete
126-001	Finish entrance doors, storm doors, replace basement windows.	1460		\$4,169.00		\$4,169.00	Work Complete
126-002				\$33,383.00		\$33,383.00	
126-001	Replace water heater	1460		\$256.00		\$256.00	Work Complete
126-007	Replace water heaters and doors	1460		\$512.00		\$512.00	Work complete
126-007	Replace furnaces and install c/a	1460		\$11,840.00		\$11,840.00	Work complete
126-003	Replace wall a/c – 14 units	1465.01		\$5,208.00		\$ 5,208.00	Work complete
126-003	Replace washer and dryer in community room	1465.01		\$3,419.75		\$3,419.75	Work complete
126-004	Replace community room and entryway flooring	1460		\$1,524.00		\$1,524.00	Work complete
126-004	Replace wall a/c – 24 units	1465.01		\$8,914.32		\$8,914.32	Work complete
126-004	Expand parking lot – 13 more stalls	1460		\$17,735.00		\$17,735.00	Work complete
126-007	Replace washer and dryer in community room	1465.01		\$1,560.00		\$1,560.00	Work complete
126-009	Replace siding, roofing and rails	1460		\$50,195.00		\$50,195.00	Work complete
126-009	Replace washer and dryer in community room	1465.01		\$3,120.00		\$3,120.00	Work complete
126-009	Replace wall a/c – 18 units	1465.01		\$6,696.00		\$6,696.00	Work complete
HA-Wide	Replace signs at senior projects	1460		\$4,128.85		\$4,128.85	Work complete
126-007	Install sheds at elderly units	1470		\$3,210.00		\$3,210.00	Work complete
126-009				\$1,070.00		\$1,070.00	
126-029				\$1,070.00		\$1,070.00	
HA-Wide	Computer for UPCS inspections	1408		\$3,395.72		\$3,395.72	Work complete
HA-Wide	Conference room table and chairs	1408		\$4,266.08		\$4,266.08	Work complete
126-001-029	Spec writing and inspections	1430		\$17,985.35		\$17,985.35	Work complete
126-001-029	Administration	1410		\$8,318.25		\$8,318.25	Work complete

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

PHA Name: Eastern Iowa Regional Housing Authority		Grant Type and Number Capital Fund Program IA05P12650101 Capital Fund Program Grant No: IA05P12650101 Replacement Housing Factor Grant No:				Federal FY of Grant: FY2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
HA-Wide	Administrative offices moving expenses 1x4 wood baseboard in hallways skylight in reception area install kitchen drain and water line front office secretarial counter copy room cabinets and counters cabinets for bath/hallway chair rail		1470		\$5,837.23	\$5,837.23	Work complete	
HA-Wide	Administrative offices moving expenses Signage, telephone switch and voicemail, movement of office furniture & copier, front office furniture, window blinds, kitchenette appliances, replace files/bookcases, chairs, bulleting boards, bookshelves, computer move, table, data outlets		1475		\$28,735.84	\$28,735.84	Work complete	
HA-Wide	File server upgrade		1408		\$3,315.25	\$ 3,315.25	Work complete	
126-007	Replace flooring		1460		\$3,069.36	\$3,069.36	Work complete	
126-007	Replace washers and dryers		1465.01		\$4,584.00	\$4,584.00	Work complete	
	Totals				\$277,518.00	\$277,518.00		

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Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Eastern Iowa Regional Housing Authority		Grant Type and Number CFP IA05P12650101 Capital Fund Program No: IA05P12650101 Replacement Housing Factor No:					Federal FY of Grant: FY2001	
Development Number Name/HA-Wide Activities		All Fund Obligated (Quarter Ending Date) 12/31/02			All Funds Expended (Quarter Ending Date) 12/31/02			Reasons for Revised Target Dates
		Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE	1406	\$40,000	\$40,000				\$40,000	*All activities on schedule, expect to close out CFP'01 by 3/31/03
HA-WIDE	1408	0	\$10,977				\$10,977	
HA-WIDE	1410	\$10,000	\$8,318				\$8,318	
HA-WIDE	1430	\$20,000	\$17,985				\$17,985	
126-007	1450	\$10,000	0				0	
126-001	1460	\$10,000	\$4,425				\$4,425	
126-002	1460	\$39,118	\$33,383				\$33,383	
126-004	1460	\$15,000	\$19,259				\$19,259	
126-007	1460	\$24,000	\$15,422				\$15,422	
126-009	1460	\$50,000	\$50,195				\$50,195	
126-003	1460	\$16,500	0				0	
HA-Wide	1460	0	\$4,129				\$4,129	
126-001	1465.01	\$8,500	0				0	
126-004C	1465.01	\$1,400	0				0	
126-003	1465.01	\$9,000	\$8,628				\$8,628	
126-004	1465.01	\$15,000	\$8,914				\$8,914	
126-007	1465.01	\$1,000	\$6,144				\$6,144	
126-009	1465.01	\$8,000	\$9,816				\$9,816	
126-029	1470	0	\$1,070				\$1,070	
HA-Wide	1470	0	\$5,837				\$5,837	
126-009	1470	0	\$1,070				\$1,070	
126-007	1470	0	\$3,210				\$3,210	
HA-Wide	1475	0	\$28,736				\$28,736	
Totals		\$277,518	\$277,518				\$277,518	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: EASTERN IOWA REGIONAL HOUSING AUTHORITY	Grant Type and Number Capital Fund Program IA05P12650102 Capital Fund Program Grant No: IA05P12650102 Replacement Housing Factor Grant No:	Federal FY of Grant: FY2002
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:) 1
 Performance and Evaluation Report for Period Ending: 12/31/02
 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	\$60,000	\$60,000	\$60,000	\$30,000
3	1408 Management Improvements Soft Costs	\$10,000	\$ 10,000	\$10,000	\$ 0
	Management Improvements Hard Costs				
4	1410 Administration	\$10,000	\$10,461	\$10,461	\$ 10,461
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$20,000	\$19,540	\$19,540	\$ 1,380
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$76,700	\$150,367	\$150,367	\$25 541
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 2,700	\$2,763	\$2,763	\$2,763
12	1470 Nondwelling Structures	\$40,000	\$ 9,943	\$9,943	\$9,543
13	1475 Nondwelling Equipment	\$44,777	\$1,103	\$1,103	\$503
14	1485 Demolition/CONVERSION				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	\$264,177	\$264,177	\$264,177	\$80,191
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Eastern Iowa Regional Housing Authority		Grant Type and Number Capital Fund Program IA05P12650102 Capital Fund Program Grant No: IA05P12650102 Replacement Housing Factor Grant No:				Federal FY of Grant: FY2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA-WIDE	Operations	1406		\$60,000				Work in progress
126-001-029	Administration	1410		\$10,461		\$ 10,461		Work in progress
126-001-029	Spec writing and inspections	1430		\$19,540				Work in progress
HA-Wide	Management Improvements	1408		\$10,000				Work in progress
126-007	Replace concrete	1460		\$ 2,500				Out for bids
126-003	Replace kitchen cabinets – Dyersville elderly	1460		\$43,000				Work in progress
126-001-029	Administrative office relocation	1470		\$400				Out for bids
126-003	Install guardrail Dyersville elderly	1460		\$188		\$188		Work complete
HA-Wide	Exit lights – elderly units	1460		\$249		\$249		Work complete
126-007	Replace kitchen cabinets and flooring - Sabula	1460		\$11,750				Out for bids
126-004	Central a/c replacement – Comm. Room	1460		\$3,060				Out for bids
126-001	Replace decks	1460		\$12,000				Out for bids
126-007	Replace windows	1460		\$15,000				Out for bids
126-007	Replace a/c	1460		\$2,917		\$2,917		Work complete
126-009	Security lighting	1460		\$107		\$107		Work complete
HA-Wide	Replace flooring	1460		\$543		\$543		Work complete
126-009	Grill for elderly unit	1475		\$164		\$164		Work complete
HA-Wide	Replace refrigerators	1465.01		\$2,763		\$2,763		Work complete
126-001-029	Administrative office moving expense	1470		\$9,543		\$9,543		Work complete
126-001-029	Administrative office moving expense	1475		\$339		\$339		Work complete
HA-Wide	Humidifiers	1460		\$2,500				Out for bids
126-007	Replace windows	1460		\$15,000				Out for bids
126-009	Replace windows	1460		\$20,353				Out for bids
126-007	Patio furniture and grill	1475		\$600				Out for bids
126-007	Cement slab for patio	1460		\$600				Out for bids
126-003	Sidewalk	1460		\$600				Out for bids

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

PHA Name: Eastern Iowa Regional Housing Authority		Grant Type and Number Capital Fund Program IA05P12650102 Capital Fund Program Grant No: IA05P12650102 Replacement Housing Factor Grant No:				Federal FY of Grant: FY2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
126-022	Replace roofs		1460		\$20,000				Out for bids
	Totals				\$264,177				

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: Eastern Iowa Regional Housing Authority		Grant Type and Number CFP IA05P12650102 Capital Fund Program No: IA05P12650102 Replacement Housing Factor No:					Federal FY of Grant: FY2002	
Development Number Name/HA-Wide Activities		All Funds Obligated (Quarter Ending Date) 12/31/02			All Funds Expended (Quarter Ending Date) 12/31/02			Reasons for Revised Target Dates
		Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE	1406	\$60,000	\$60,000				\$30,000	*All activities on schedule
HA-WIDE	1408	\$10,000	\$10,000					
HA-WIDE	1410	\$10,000	\$10,461				\$10,461	
HA-WIDE	1430	\$20,000	\$19,540				\$1,380	
126-001	1460	\$0	\$12,000				\$189	
126-003	1460	\$0	\$43,788				\$21,537	
126-004	1460	\$3,000	\$3,060					
126-007	1460	\$30,300	\$47,766				\$2,915	
126-009	1460	\$43,400	\$20,461				\$108	
126-022	1460	\$0	\$20,000					
HA-Wide	1460	\$0	3,292				\$792	
HA-Wide	1465.01	\$2,700	\$2,763				\$2,763	
HA-Wide	1470	\$40,000	\$9,943				\$9,543	
126-007	1475	\$0	\$600					
126-009	1475	\$0	\$164				\$164	
HA-Wide	1475	\$44,777	\$339				\$339	

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

PHA Name : Western Iowa Regional Housing Authority		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 4 (1/10/03)			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: FY2001 PHA FY: FY2002	Work Statement for Year 3 FFY Grant: FY2002 PHA FY: FY2003	Work Statement for Year 4 FFY Grant: FY2003 PHA FY: FY2004	Work Statement for Year 5 FFY Grant: FY2004 PHA FY: FY2005
A-WIDE	Annual Statement	1406 – Operations - \$40,000.00	\$60,000.00	\$60,000.00	\$30,000.00
A-WIDE		1408- Mgmt. Improv - \$10,977.00	\$10,000.00	\$10,000.00	\$40,000.00
A-WIDE		1410 – Administration - \$8,318.00	\$10,461.00	\$10,000.00	\$10,000.00
A-WIDE		1430 – Fees and Costs - \$17,985.00	\$19,540.00	\$20,000.00	\$20,000.00
6-001-009		1450 – Site Improve.			
6-001-009		1460 – Dwelling Struct - \$126,813.00	\$150,367.00	\$144,700.00	\$174,000.00
6-001-009		1465.1 – Dwelling Equip. - \$ 33,502.00	\$2,673.00		
6-001-029		1470-Non-Dwelling Struc - \$11,187	\$9,943.00		
6-001-009		1475 – Nondwell Equip - \$28,736.00	\$1,103.00	\$40,000.00	\$10,000.00
Total CFP Funds (st.)		\$277,518.00	\$264,177.00	\$284,700.00	\$284,000.00
Total Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year FFY Grant : 2000 PHA FY:2001	TOTAL ESTIMATED COST	Activities For Year 2	Activities for Year FFY Grant: 2001 PHA FY2002	TOTAL ESTIMATED BUDGET	Activities For Year 3	Activities for Year FFYT Grant: 2002 PHA FY2003	TOTAL ESTIMATED BUDGET
HA-WIDE 75	Purchase (2) Maintenance Vehicles and Tools for (2) on staff Maintenance people	\$34,749.00						
HA-WIDE 08	Upgrade Computer System – Hardware and Software (2) digital cameras, (2) fax machines/phone lines, copier, remote site computer and phone	\$51,388.00	HA-Wide 1460	Replace signs at senior projects	\$4,129.00	HA-WIDE 1408 1470 1475	Management Improvements Relocation of EIRHA Administrative Offices	\$10,000.00 \$9,543.00 \$340.00
HA-WIDE 06	Operations	\$40,141.00	HA-WIDE 1406	Operations	\$40,000.00	HA-WIDE 1406	Operations	\$60,000.00
HA-WIDE 10	Administration	\$10,000.00	HA-WIDE 1410	Administration	\$8,318.00	HA-WIDE 1410	Administration	\$10,461.00
HA-WIDE 30	Spec Writing and Inspections	\$26,929.00	HA-WIDE 1430	Spec Writing and Inspections	\$17,985.00	HA-WIDE 1430	Spec Writing and Inspections	\$19,540.00
126-001 50	Entrance doors, basement windows, storm doors, GFI's, smoke detectors, co detectors	\$9,787.00	126-001 126-002 1460	Finish entrance doors, basement windows, storm doors, Dyersville – replace basement windows	\$37,552.00	126-007B 1460	Replace concrete	\$2,500.00
126-002 50	Entrance doors, basement windows, storm doors, GFI's, smoke detectors, co detectors	\$9,788.00	126-009 1470	Storage shed – Dewitt	\$1,070.00	126-009 1460	Replace kitchen cabinets and flooring	\$43,000.00
126-004C 50	Windows, entry and storm doors, cabinets, smoke detectors, co detectors	\$8,700.00	126-001 1460	Replace water heater	\$256.00	126-007M 1460	Replace windows	\$15,000.00

5-007 50	Entrance doors (side, entry and storm), GFI's, smoke and co detectors	\$6,664.00	126-007S 1470	Storage shed – Sabula	\$1,070.00	126-007S 1460	Replace kitchen cabinets and kitchen flooring family units	\$15,000.00
5-007 50	Concrete replacement & trash enclosure - Miles	\$5,800.00	126-007B 1470	Storage shed – Bellevue	\$1,070.00	126-003 1460	Install guardrail	\$189.00
5-007 50	GFI's, smoke detectors, floors	\$1,858.00	126-029 1470	Storage shed – Wheatland	\$1,070.00	HA-Wide 1460	Replace exit lights	\$249.00
5-009 50	Concrete replacement	\$10,681.00	126-007 1460	Replace water heaters – Sabula family units	\$512.00	126-007 1460	Replace kitchen cabinets & flooring	\$11,750.00
5-015 50	Hopkinton – replace central air	\$6,000.00	126-007 1460	Replace furnaces and install central air	\$11,840.00	126-004 1460	Central a/c replacement	\$3,060.00
5-015- 7 50	Floor covering replacements as units turn over	\$9,676.00	HA-Wide 1408	Computer for UPCS inspections	\$3,396.00	126-001 1460	Replace decks	\$12,000.00
5-004 50	Conversion of (2) 1 BR Apts. To Manager Apt.	\$22,139.00	126-003 1465.01	Wall air conditioning Replacement	\$5,208.00	126-007 1460	Replace windows	\$2,916.00
5-004 50	Replace tile and carpet	\$2,180.00	HA-Wide 1408	Conference room table and chairs	\$4,266.00	126-009 1460	Security lighting	\$107.00
5-007M 55.1	Replace washer/dryer – Miles	\$1,000.00	126-003 1465.01	Replace washer and dryer in common area	\$3,420.00	126-001- 029 1470	Administrative Office relocation	\$400.00
5-004 5-007 5-003 5-009 75	Outdoor grill and patio furniture (Manchester, Dyersville, DeWitt). Outdoor glider - Miles	\$2,100.00	126-004 1460	Replace Community room flooring/entryway	\$1,524.00	HA-Wide 1460	Replace flooring	\$543.00
5-007B 50	Replace wall a/c Bellevue	\$5,000.00	126-004 1465.01	Wall air conditioning Replacement – 26 units	\$8,914.00	126-009 1475	Grill for elderly unit	\$163.00
5-007S 50	Replace wall a/c Sabula	\$4,000.00	126-004 1460	Expand parking lot – 13 more stalls	\$17,735.00	HA-Wide 1465	Replace refrigerators	\$2,763.00
5-001D 50	Replace roof – Dyersville family	\$4,500.00	126-007 1465.01	Replace washer and dryer in common area	\$1,560.00	HA-Wide 1460	Replace humidifiers	\$2,500.00
			126-009 1460	Replace siding, roof, rails	\$50,195.00	126-009 1460	Replace windows	\$20,353.00

			126-009 1465.01	Replace washer and dryers in common areas	\$3,120.00	126-007 1475	Patio furniture and grill	\$600.00
						126-007 1460	Cement slab	\$600.00
			126-009 1465.1	Replace wall a/c – 18 units	\$6,696.00	126-003 1460	Sidewalk	\$600.00
			126-007M	Storage shed – Miles	\$1,070.00	126-002 1460	Replace roofs	\$20,000.00
			HA-Wide 1470	Administrative office relocation	\$5,837.00			
			HA-Wide 1475	Administrative office relocation	\$28,736.00			
			HA-Wide 1408	File server upgrade	\$3,315.00			
			126-007 1460	Replace flooring	\$3,070.00			
			126-007 1465.01	Replace washes and dryers	\$4,584.00			
	TOTAL	\$273,080.00		TOTAL	\$277,518.00		TOTAL	\$264,177

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

Activities for Year 4	Activities for Year FFY Grant : 2003 PHA FY:2004	TOTAL ESTIMATED COST	Activities For Year 5	Activities for Year FFY Grant: 2004 PHA FY2005	TOTAL ESTIMATED BUDGET			
A-WIDE 75	Upgrade maintenance vehicles and tools	\$40,000.00	HA-WIDE 1475	Non Dwelling Equipment	\$10,000.00			
A-WIDE 08	Management Improvements – upgrade computers	\$10,000.00	HA-WIDE 1408	Management Improvements – Upgrade software	\$40,000.00			
A-WIDE 06	Operations	\$60,000.00	HA-WIDE 1406	Operations	\$30,000.00			
A-WIDE 10	Administration	\$10,000.00	HA-WIDE 1410	Administration	\$10,000.00			
A-WIDE 30	Spec Writing and Inspections	\$20,000.00	HA-WIDE 1430	Spec Writing and Inspections	\$20,000.00			
6-004 60	Replace kitchen cabinets and floor coverings	\$71,100.00	126-002MF 1460	Replace Floor Coverings	\$30,000.00			
6-009 60	Replace kitchen cabinets and floor coverings	\$34,800.00	HA-Wide 1460	Remove zone valves to accessible area behind bathtubs	\$40,000.00			
6-004C 60	Replace floor covering	\$4,000.00	HA-wide 1460	Landscape single family units	\$8,200.00			
6-007M 60	Replace kitchen cabinets and floor covering	\$34,800.00	126-007S 1460	Replace kitchen cabinets and flooring	\$23,200.00			
			126-014-027 1460	Install humidifiers – 84 family units	\$10,000.00			
			126-003 1460	Replace windows – Dyersville elderly	\$25,600.00			
			126-004 1460	Replace windows – Manchester elderly	\$37,000.00			
	TOTAL	\$284,700.00		TOTAL	\$284,000.00			

