

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2002

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

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

PHA Plan Agency Identification

PHA Name: Ann Arbor Housing Commission

PHA Number: MI064

PHA Fiscal Year Beginning: (mm/yyyy) 07/2002

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

- › Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- › Main administrative office of the local government: 100 N. Fifth Avenue, Ann Arbor, MI; City Clerk's Office; 2nd Floor City Hall
- Main administrative office of the County government
- Main administrative office of the State government
- › Public library:
- PHA website
- Other (list below)

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

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

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

A. Mission

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

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

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

The mission of the Ann Arbor Housing Commission is to provide desirable, affordable housing by building cohesive residential communities, creating an atmosphere of pride and developing an environment that fosters responsibility and accountability while cultivating a partnership between Ann Arbor Housing Commission staff, residents, the Commission Board and the community.

B. Goals

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

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

› PHA Goal: Expand the supply of assisted housing

Objectives:

Apply for additional rental vouchers:

› Reduce public housing vacancies: Reduce vacancies to 3% or not more than 10 units

Leverage private or other public funds to create additional housing opportunities:

Acquire or build units or developments

- Other (list below): Explore bonding capacity and creating of a 501(C)(3) Still in progress

- PHA Goal: Improve the quality of assisted housing
 - Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction: Improve communication through new resident orientation, on-site maintenance training, regular newsletter issuance. Improve timelines of telephone and work order response. Expanded development of resident councils and/or new resident advisory board.
 - Concentrate on efforts to improve specific management functions: Develop a more stable revenue stream; ability to provide consistent oversight to Section 8 program including review of files, applicant selection, and HQS inspections.
 - Renovate or modernize public housing units: Continue through CGP
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

- PHA Goal: Increase assisted housing choices
 - Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards – this will be done as needed; current PS is 105% of the FMR, no additional increase is planned for FY02, but will be considered over period to 2005.
 - Implement voucher homeownership program: implementation of a 50 unit pilot project will be initiated during FY01 and feasibility tested during FY02.
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below): Explore selective tenant-based to project-based conversion to expand housing opportunities.

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

- PHA Goal: Provide an improved living environment

Objectives:

- › Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Established working family preference in the selection of tenants and implemented flat rent to encourage retention of working families.
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- › Implement public housing security improvements: Continue Community Policing activities, continue police in residence program and upgrade building security especially to elderly/disabled buildings.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- › Other: (list below) Enhance site appearance through new or improved signage, landscaping and trash management.

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

- › PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - › Increase the number and percentage of employed persons in assisted families: Maintain working family preference
 - › Provide or attract supportive services to improve assistance recipients' employability: Welfare-to-Work Voucher allocation and Welfare-to-Work Top Grant
 - › Provide or attract supportive services to increase independence for the elderly or families with disabilities. Continue to seek HUD and other funding for supportive services. Access local universities for student interns in the areas of occupational and physical therapy, social work and urban planning. Negotiate with County Community Mental Health to expand on-site case managers from one site to two sites.
 - › Other: (list below) Enhancement of community centers, including computer lab with Internet hook-up and increased on-site services.

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

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

- › Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
Ongoing activity
- › Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Ongoing activity
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Already in compliance with 504 needs assessment; waiting list does not indicate a need for additional accessible units.
- › Other: (list below) Improve accessibility to local resource centers established within family developments, i.e., Green-Baxter Court and Maple Meadows incorporated in CFP 5 year plan.

Other PHA Goals and Objectives: (list below)

Not applicable

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

Major efforts during AAHC's FY2003 will include in Section 8: (1) continued implementation of homeownership project for up to 50 participants; (2) expansion of supportive services for Welfare-to-Work program participants; (3) implementation of tenant to project based S8 to expand utilization; (4) focused actions to improve SEMAP score. In Public Housing programs, our efforts will focus on: (1) creating of subsidiary 501c(3) to augment services or new development initiatives; (2) improving financial scores under PHAS; (3) improving customer service and satisfaction; (4) improving unit turnaround and vacancy loss areas of PHAS; and (5) strengthening of Resident Advisory Board through training of members and expanding representation from all sites.

iii. Annual Plan Table of Contents

[24 CFR Part 903.79 (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:

- › **Appendix A** Admissions Policy for Deconcentration
- › **Appendix B** FY 2002 Capital Fund Program Annual Statement
Annual Statements/P&E Reports for CGP707-99; CFP501-00; CFP501-01
- › **Appendix C** Section 8 Homeownership Statement of Capacity
- › **Appendix D** Initial Assessment on Voluntary Conversion

- › **Appendix E** Pet Policy Executive Narrative
- › **Appendix F** Progress Statement of 5-year Plan Goals
- › **Appendix G** Resident Membership of the PHA Governing Board
- › **Appendix H** Membership of the Resident Advisory Board

Optional Attachments:

- › **Appendix I** PHA Management Organizational Chart
 - › **Appendix J** FY 2002 Capital Fund Program 5 Year Action Plan
 - › **Appendix K** Definition of “Standard Deviation”
 - › **Appendix L** Public Housing Drug Elimination Program – *deleted; not required*
 - › **Appendix M** Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
›	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
›	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	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
› Years 2000-05	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
› FY2002	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
›	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
›	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
		Policies
▸	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
▸	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
▸	Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
▸	Section 8 rent determination (payment standard) policies ▸ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
▸	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
▸	Public housing grievance procedures ▸ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
▸	Section 8 informal review and hearing procedures ▸ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
▸	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
▸ CFP501-01	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
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
▸	Policies governing any Section 8 Homeownership program ▸ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership

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
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
▸	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
▸	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
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.79 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	5	5	5	2	N/A	2	N/A
Income >30% but <=50% of AMI	4.5	5	5	2	N/A	2	N/A
Income >50% but <80% of AMI	3	4	4	2	N/A	2	N/A
Elderly	2.5	5	2	2	N/A	2	N/A
Families with Disabilities	4	5	4	2	3	2	N/A
Black/	5	5	5	N/A	N/A	N/A	N/A

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
White	3	3	3	N/A	N/A	N/A	N/A
Hispanic	4	4	4	N/A	N/A	N/A	N/A
Asian/Indian	1	1	1	N/A	N/A	N/A	N/A

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

- › Consolidated Plan of the Jurisdiction/s
Indicate year: 2000 -2005
- › U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- › Other sources: (list and indicate year of information)
AAHC Waitlists for Section 8 and Public Housing- 01/2002 data

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
› Section 8 tenant-based assistance			
<input type="checkbox"/>	Public Housing		
<input 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	792		120

Housing Needs of Families on the Waiting List

Extremely low income <=30% AMI	593	75%	
Very low income (>30% but <=50% AMI)	171	22%	
Low income (>50% but <80% AMI)	28	3%	
Families with children	695	88%	
Elderly families	2	<1%	
Families with Disabilities	174	22%	
White	217	28%	
Black	564	71%	
American Indian	2	<1%	
Asian	9	1%	
Characteristics by Bedroom Size (Public Housing Only)	NOT APPLICABLE		
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No , Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)? 18 months</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? No <input checked="" type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No , Yes <u>We will accept applications as needed from families who qualify for our Welfare-to-Work Voucher allocation as needed. Additionally, we may accept applications for project-based waitlist.</u></p>			

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	494		75
Extremely low income <=30% AMI	391	79%	
Very low income (>30% but <=50% AMI)	79	16%	
Low income (>50% but <80% AMI)	24	5%	
Families with children	267	54%	
Elderly families	2	<1%	
Families with Disabilities	225	45%	
White	148	33%	
Black	283	64%	
American Indian	1	<1%	
Asian	10	<1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	227	46%	38 (51%)
2 BR	145	29%	18 (24%)
3 BR	78	16%	10 (13%)
4 BR	35	7%	7 (9%)

Housing Needs of Families on the Waiting List			
5 BR	9	2%	2 (3%)
5+ BR	0		NA
Is the waiting list closed (select one)? No <input type="checkbox"/> Yes <input type="checkbox"/>			
If yes:			
How long has it been closed (# of months)? NA			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

- Apply for additional section 8 units should they become available.
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below): AAHC will set up a 501c3 subsidiary to explore development.

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing : currently running at more than 85% of new admissions
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance: currently running at 75% of new admissions
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work: permissive ones currently in place
- Other: (list below)

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

This is not a strategy of ours for the coming year because this is not a high need area either as identified by our waiting list or the Consolidated Plan.

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

Our waitlist analysis reveals this to be a high need family type; however, our existing served population reflects placement at a rate equal to or greater than the defined waitlist need. The following areas represent actions taken or in place currently:

- Seek designation of public housing for families with disabilities
- X Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing: We have budgeted CFP future funding, to continue modification of family site resource centers to meet accessibility guidelines. We will apply for City funding to advance this work to FFY2002.
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available. Until overall lease-up rate exceeds 95%, we will not be seeking new vouchers, even if available.
- X Affirmatively market to local non-profit agencies that assist families with disabilities: We work closely with CMH, CIL, ACA, HARC
- X Other: (list below):
 - (1) Obtain grant funding to provide “supportive services” to non-elderly disabled. We will seek renewal federal and City funding for our disabled and elderly population.
 - (2) Continue contractual agreement with County CMH agency for two on-site case-managers at high-rise complexes.

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

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

Select if applicable

Again, our waitlist analysis for both Section 8 and Public Housing reveals that Black families have a disproportionate need. However, our clientele served more than adequately reflects housing of this high need population. Therefore, we do not feel additional marketing in this area is warranted.

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- › Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units – As we identify landlords in non-concentration areas such information will be provided to voucher holders.
 - › Market the section 8 program to owners outside of areas of poverty /minority concentrations - This is not a high need area either, however, we are attempting to market Section 8 to expand all housing opportunities for Section 8 Voucher holders.
- Other: (list below)

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

(2) Reasons for Selecting Strategies

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

- › Funding constraints
- › Staffing constraints
- › Limited availability of sites for assisted housing
- › Extent to which particular housing needs are met by other organizations in the community: area is saturated by Section 8 programs administered by other PHAs and MSHDA.
- › Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- › Influence of the housing market on PHA programs: immediate jurisdiction overloaded with student housing due to UofM and EMU; housing markets costs among highest in the state
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- › Results of consultation with residents and the Resident Advisory Board
- › Results of consultation with advocacy groups (local Housing Affordability Task Force)
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	\$555,000	
b) Public Housing Capital Fund	\$695,500	
c) HOPE VI Revitalization	\$0	
d) HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$8,454,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0	
g) Resident Opportunity and Self-Sufficiency Grants	\$0	
h) Community Development Block Grant <i>(will apply for)</i>	\$15,000 \$50,000	Supportive Services for elderly/disabled Assessibility modifications at PH community center
i) HOME <i>(will apply for)</i>		
Other Federal Grants (list below)		
Supportive Services Grant (joint renewal with Plymouth HC)	\$15,000	Supportive Services for elderly/disabled
2. Prior Year Federal Grants (unobligated funds only) (list below)		
PHDEP-01 (awarded 10/01)	\$88,695	PH- safety/drug prevention
CFP501-01 (awarded 09/01)	\$635,500	PH mgmt and capital improvements
3. Public Housing Dwelling Rental Income	\$801,000	PH operations
4. Other income (list below)		
Interest Income	\$18,000	PH & S8 operations
Other Charges	\$50,000	PH operations
Fraud Recovery	\$12,500	S8 operations
5. Non-federal sources (list below)		
State of MI – FIA Funds	\$12,500	.S8-W-t-W assistance

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Total resources	\$11,402,695	

* Estimated; assumes renewal of expiring allocations.

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

› When families are within a certain number of being offered a unit: We assess the number of units available or expected to be available within thirty to sixty days and call in five times as many applicants by bedroom designation.

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

Other: (describe)

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

› Criminal or Drug-related activity

› Rental history

› Housekeeping

› Other (describe): personal references from non-related parties

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

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

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

(2) Waiting List Organization

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year?0

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

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

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

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

(3) Assignment

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

- One
- › Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

Note: Our admissions are currently exceeding the federal target of 40%, not because of targeting, but because wait list composition is 79% families who are at or below 30% of the AMI and because less than 30% of AMI is considered a high need category in the City’s Consolidated Plan.

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences: NONE OF THESE

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

- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

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

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

2 Date and Time

Former Federal preferences: (NONE OF THESE)

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- › Not applicable: Our pool of applicant families ensures that the PHA will meet income-targeting requirements. The working family preference is an effort to income diversity a bit, since our public housing sites are disproportionately housing families at or below 30% of AMI.

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

a. › Yes No: 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)]

MI028-003	53	This development consists of 3 small scattered sites of general occupancy including singles and families; however, 66% of households consists of fixed income single elderly/disabled residents, which takes it out of the 85-115% income range of the other family developments. I	

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

b. , Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing? **This was done in FY00.**

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

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

, As needed, employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
MI064-001, 003, 008 – family developments

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

Other (list policies and developments targeted below)

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

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

Additional affirmative marketing

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

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

- Not applicable: results of analysis did not indicate a need for such efforts
- › List (any applicable) developments below:
MI064-001, 003, 008 (scattered site, family developments)

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

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

B. Section 8

(1) Eligibility

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

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

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

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

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

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

- Criminal or drug-related activity
- › Other (describe below) Upon written request by the landlord, we share prior landlord history if previously leased under the program.

(2) Waiting List Organization

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

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Extenuating circumstances might include hospitalization of applicant or applicant’s immediate family, poor credit history or, as a reasonable accommodation. However, the applicant must have demonstrated a diligent housing search during the initial 60 days or a reason why the search could not be conducted for reasonable accommodation purposes.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences – NONE OF THESE

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

Other preferences (select all that apply)

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

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

3 Date and Time

Former Federal preferences NONE OF THESE

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

Other preferences (select all that apply)

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

- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 1 Other preference(s) (list below)
 - Elderly/disabled over non-elderly/disabled singles

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

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

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one) NOT APPLICABLE

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- › Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

The policy language mimics that published in the federal register for minimum rent hardship cases. It involves loss or reduction in benefits, loss of family members to death and subsequent expenses or medical problems resulting in increased expenses.

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:

This could occur where flat rents or minimum rents are charged.

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No - Previous to setting flat rents this Commission used ceiling rents.

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

NONE

- 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)

NOT APPLICABLE

- 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 (as it relates to new income such as a new job, promotion or new benefit award.)
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

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

(2) Flat Rents

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

- › The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- › Survey of similar unassisted units in the neighborhood
- › Other (list/describe below)
 - Review of operating costs and capital reserve requirements.

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) NOT APPLICABLE

- 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) NOT APPLICABLE

- › 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)

Same as identified for public housing as published in the Federal Register.

5. Operations and Management

[24 CFR Part 903.79 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

An organization chart showing the PHA's management structure and organization is attached.
(APPENDIX I)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning (07/01/2002)	Expected Turnover
Public Housing	347	65
Section 8 Vouchers	1070	120
Section 8 Certificates	NA, merged with Voucher	
Section 8 Mod Rehab	NA, merged into HCV	
Special Purpose Section 8 Certificates/Vouchers (list individually)	Mainstream Disabled: 100	3
	W2W: 200-225	9
	Enhanced/Project Based Conversion – 107	5
	(included in 1070 total)	0
Public Housing Drug Elimination Program (PHDEP)	117 (included in ph #'s)	20

Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

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

Administration:

- Admissions & Continued Occupancy Policy
- Ethics Policy
- Drug Free Work Place Policy
- Lease
- Grievance Procedure/policy
- Criminal Records Management
- Equal Housing Opportunities Policy
- Pet Policy
- Community Facility Use Policy
- Parking Policy
- Deconcentration Policy

Financial:

- Check signing Policy
- Capitalization Policy
- Disposition Policy
- Funds Transfer Policy
- Investment Policy
- Procurement Policy
- Rent Collection Policy
- Travel Policy

Maintenance (work place) Operations:

- Blood Borne Disease Policy
- Fraud and Theft Policy
- Hazardous Materials Policy
- Maintenance Policy
- Pest Control Policy
- Vehicle Use Policy

(2) Section 8 Management: (list below)

- Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families' contact to initiate the informal review and informal hearing processes? (select all that apply)
- PHA main administrative office
 - Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **APPENDIX B -**

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here.

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5-Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund?
(if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) **APPENDIX J**

-or-

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

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

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

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

- 1. Development name:
- 2. Development (project) number:
- 3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved

Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes , No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:	

<input type="checkbox"/>	Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:)
<input type="checkbox"/>	Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:)
<input type="checkbox"/>	Requirements no longer applicable: vacancy rates are less than 10 percent
<input type="checkbox"/>	Requirements no longer applicable: site now has less than 300 units
<input type="checkbox"/>	Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	MI28P064-004
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input checked="" 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: (DD/MM/YYYY) :	1969-?
5. Number of units affected:	46
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development (only 2 units remain unsold)

B. Section 8 Tenant Based Assistance

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

2. Program Description:

A pilot project of 50 vouchers was launched in the spring of 2001.

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
Yes 26 - 50 participants
 51 to 100 participants
 more than 100 participants

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.79 (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? May 21, 1999

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

- Yes Client referrals
Yes 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
Yes Partner to administer a HUD Welfare-to-Work voucher program
 Joint administration of other demonstration program
 Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

(select all that apply)

- › Public housing rent determination policies: flat rent option; income exclusion opportunity
- › Public housing admissions policies: preference for working families
- › Section 8 admissions policies: allocations targeted to disabled and welfare to work transitioning populations.
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- › Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Resource Management-Supportive Svc</i>	168	N/A	<i>CMH</i>	<i>PH-</i>

				<i>elderly/disabled</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 12/31/99)
Public Housing	-0-	N/A
Section 8	68	0

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

C. Welfare Benefit Reductions

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- › Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- › People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- › Other (describe below)
Calls for service, documented narcotics purchases by undercover officers and resident reports of gambling, littering and open intoxicants.

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

- › Safety and security survey of residents- completed under PHDEP grant at family sites
- › Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- › Resident reports

- › PHA employee reports
- › Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

Funded drug elimination programs have targeted four major family developments; Maple Meadows, North Maple Estates, Hikone and GreenBaxter Court. Some drug dealing at Miller Manor and Baker Commons, elderly/disabled sites.

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

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

- › Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- › Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- › Other (describe below)
- Continuation of police in residence in two elder/disabled mid-rise buildings

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

- Scattered site family developments (MI28-P064-001)
- Elderly/disabled high-rise buildings (MI28-P064-005 and 007)

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- › Police provide crime data to housing authority staff for analysis and action
- › Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)

- › Police regularly testify in and otherwise support eviction cases
- › Police regularly meet with the PHA management and residents
- › Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services

Other activities (list below)

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

Scattered site family developments (MI28-001)

Two elder/disabled mid-rise buildings (MI28-005, 007)

D. Additional information as required by PHDEP/PHDEP Plan

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

- › Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- › Yes No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
Yes, even though separate grant funding eliminated by Congress.
- X Yes No: This PHDEP Plan is an Attachment. **APPENDIX L**

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?_____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
NOT APPLICABLE
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (**Appendix M**)
- Provided below:

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

- Considered comments, but determined that no changes to the PHA Plan were necessary. (with exception of checking one additional box under safety needs assessment.)
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

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

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

3. Description of Resident Election Process

Residents were informed of the creation of a Resident Advisory Board and encouraged to attend meetings for that purpose. Residents were recommended by Ann Arbor Housing Commission staff and were directly solicited as well. During the last fiscal year, the RAB was highlighted in Resident newsletter, and two new residents began participating.

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- , Other: (describe) There was no election process, all interested residents were encouraged to participate on the Board. See **Appendix H**, Membership of Resident Advisory Board.

b. Eligible candidates: (select one)

- Any recipient of PHA assistance

- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list) **NOT APPLICABLE**

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list) **NOT APPLICABLE**

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

City of Ann Arbor

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

- › The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- › The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- › The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

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

Other: (list below)

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

The City of Ann Arbor has documented the need for youth programming and supportive services for the disabled, and has and will continue to fund through CDBG funding non-profits who assist the Housing Commission under its Drug Elimination Programs as well

as enable the Commission to procure additional contractual support to assist the non-elderly disabled.

The City of Ann Arbor has also recognized the lack of affordable housing in the area, and has created an Affordable Housing Task Force, which has met for the last year to put forth a four goal, twenty-one specific objectives strategy to action over a three year period. One of the objectives, under the goal of increasing *first home ownership opportunity* is to “Expand use of Section 8 Vouchers for homeownership”, increasing the “capacity of Ann Arbor Housing Commission to manage a Section 8 mortgage program ...”. Another identified objective under the goal to *establish 3 new income sources for affordable housing* is to “utilize revenue bonds for housing, which is consistent with and supportive of the Commission’s goal of increasing its revenue stream by exploring issuance of revenue bonds.

D. Other Information Required by HUD

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

Attachments

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

- Appendix A – Admission’s Policy for Deconcentration
- Appendix B – Fiscal Year 2002 Capital Fund Program Annual Statement
- Appendix C – Section 8 Homeownership Capacity Statement
- Appendix D – Initial Assessment of Voluntary Conversion
- Appendix E – Pet Policy Executive Narrative
- Appendix F – Progress Statement on 5-Year Plan Goals
- Appendix G – Resident Membership of the PHA Governing Board
- Appendix H – Membership of the Resident Advisory Board
- Appendix I – PHA Management Organizational Chart
- Appendix J – Fiscal Year 2002 Capital Fund Program 5-year Action Plan
- Appendix K – Definition of “Standard Deviation” and “Significant Amendment and Modification”
- Appendix L – Public Housing Drug Elimination Plan –(no longer grant funded) – not included
- Appendix M – Comments by Resident Advisory Board

APPENDIX A

ANN ARBOR HOUSING COMMISSION DECONCENTRATION POLICY

POLICY # ____

Original Issued Date: 6-16-99

Approved by Board: _____

Resolution # 99-30

1. Purpose:

To provide guidance in admissions and continued occupancy procedures about how to ensure deconcentration of poverty and encourage income mixing.

2. Policy:

The Ann Arbor Housing Commission seeks to deconcentrate pockets of poverty and promote income mixing in compliance with the QHWRA of 1998, by bringing higher income families into lower income developments and lower income families into higher income developments.

3. Procedures:

3.1 Prior to the beginning of each fiscal year, occupancy staff will analyze the income levels of families residing in each of our sites with 20 or more dwelling units, the income levels of the census tracts in which those sites are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement. Please refer to attach worksheet for the analysis that will take place.

3.2 To achieve the goal of income mixing and deconcentration, we will skip families on the waiting list to reach other families with a lower or higher income. The skipping of families to achieve income targeting is a non-adverse, permissible action to achieve the congressional intent of the QHWRA of 1998. Waitlist management will be conducted in a uniform and non-discriminatory manner.

3.3 The Housing Commission will affirmatively market our housing to all eligible income groups (up to 80% of area median income). Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

3.4 The Housing Commission may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development. Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

3.5 As a vacant unit becomes available, the Commission will contact the first family on the waiting list who has the highest priority for this type of unit and development and whose income category would help to meet the deconcentration goal and/or income targeting goal.

3.6 If in making the offer to a given family the Housing Commission skipped over other families on the waiting list in order to meet its deconcentration goal, or offered the family any deconcentration incentive and the family rejects the unit, the family will not lose their place on the waiting list and will not be otherwise penalized.

If the Commission did not skip over other families on the waiting list to reach this family and did not offer any deconcentration incentive, and the family rejects the unit without good cause, the family will drop to the bottom of the waiting list, while keeping any preferences.

Rejection of any unit offered with good cause will not result in loss of place on the waiting list. Good cause includes reasons related to health, proximity to work, school, and childcare (for those working or going to school). The family will be offered the right to an informal hearing of the decision to alter their application status.

APPENDIX B

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

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Program Grant Number 501-02 FFY of Grant Approval: (2002)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$0
3	1408 Management Improvements	\$96,000
4	1410 Administration	\$38,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$49,000

8	1440	Site Acquisition	
9	1450	Site Improvement	\$127,567
10	1460	Dwelling Structures	\$261,200
11	1465.1	Dwelling Equipment-Nonexpendable	\$25,733
12	1470	Nondwelling Structures	\$26,500
13	1475	Nondwelling Equipment	\$21,500
14	1485	Demolition	
15	1490	Replacement Reserve	\$50,000
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)		\$695,500
21	Amount of line 20 Related to LBP Activities		\$10,000
22	Amount of line 20 Related to Section 504 Compliance		\$0
23	Amount of line 20 Related to Security		\$0
24	Amount of line 20 Related to Energy Conservation Measures		

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
HA-Wide	PH Operations	1406	\$0
HA-Wide	Resident Training	1408	\$3,000
HA-Wide	Staff Training	1408	\$8,000
HA-Wide	Computer Software Upgrade	1408	\$5,000
HA-Wide	Drug Elimination Efforts/PHDEP	1408	\$80,000
HA-Wide	Administrative Salaries	1410	\$38,000
HA-Wide	A & E Fees	1430	\$32,000
HA-Wide	Advertisements	1430	\$2,000
HA-Wide	Clerk of the Works	1430	\$15,000
001-Green Road	Site Improvement-Landscape/Concrete	1450	\$1,000
001-Green Road	Drainage-Improve concrete around building	1450	\$40,000
001-MapleMeadows	Drainage-Improve concrete around building	1450	\$40,000
001-Hikone	Site Improvement-LBP removal Parking boll	1450	\$10,000
001-North Maple	Sidewalk leveling-do deal with ponding	1450	\$10,000
001-North Maple	Playground-Upgrade equipment	1450	\$10,000
001-Oakwood	Drainage/Site improvement-soil grading	1450	\$6,000
001- W. Wash	Site Improvements-Landscape/Concrete	1450	\$2,867
003-Broadway	Dumpster-Replace	1450	\$700
008-NM/HS/MC	Landscaping-Plantings/resod front lawn	1450	\$2,000
008-NM/HS/MC	Site Lighting	1450	\$5,000

001-Green Road	Seal/Stain wood privacy fences	1460	\$4,800
001-Green Road	Roof: repl gutters,downspouts,soffits,facia	1460	\$20,000
001-Maple Meadows	Walls/Ceilings-Install ceiling fans	1460	\$12,000
001-Hikone	Plmb: Replace shutoff valve(kitchen/bath)	1460	\$3,900
001-North Maple	Flooring-replace flooring(1 st floor)	1460	\$50,000
001-Oakwood	Seal wood stairs/deck upgrade	1460	\$15,000
001-Platt Rd(Upper)	Seal wood stairs/deck expansion	1460	\$34,000
001-SS/WW	Install doorbells-SS/WW	1460	\$2,500
001-WW	Insulate WW Floor Joists	1460	\$400
001-S.7th	Bath Fan & Light on separate switches	1460	\$2,000
001-S.7 th	Upgraded wiring-circuit for A/C	1460	\$2,400
003-Broadway	Foundation-Repair 1506 cracks	1460	\$10,000
003-Broadway	Install awnings on lower unit windows	1460	\$7,200
003-W/S/H	Roofing-Replace gutters	1460	\$24,000
005-Miller Manor	Plumbing-replace bath drains w/PVC	1460	\$50,000
005-Miller Manor	Doors-door guards on handicap units/trashrm	1460	\$5,000
007-Baker Commons	Floors-replace some hallway carpet	1460	\$15,000
008-Evelyn Court	Repair/replace flooring throughout	1460	\$3,000
003-Broadway	Create Community Room	1470	\$2,500
007-Baker Commons	Paint hallways,trashrooms,basement	1470	\$20,000
007-Baker Commons	Lobby/Community Room-New carpet	1470	\$4,000
007-Baker Commons	TV Components replacement	1475	\$6,000
HA-Wide	Maintenance Tools/Vehicles	1475	\$3,000
HA-Wide	Office Equipment	1475	\$5,000
HA-Wide	Computer Hardware Upgrade	1475	\$7,500
HA-Wide	Replacement Reserve	1490	\$50,000

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: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) X Performance and Evaluation Report for Period Ending: 12/31/01 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds	0.00	\$0.00	\$0.00	\$0.00	
2	1406 Operations	\$25,000.00	\$25,000.00	\$0.00	\$0.00	
3	1408 Management Improvements Soft Costs	\$50,000.00	\$50,000.00	\$0.00	\$0.00	
	Management Improvements Hard Costs			\$0.00	\$0.00	
4	1410 Administration	\$35,000.00	\$35,000.00	\$0.00	\$0.00	
5	1411 Audit	0.00		\$0.00	\$0.00	
6	1415 Liquidated Damages	0.00		\$0.00	\$0.00	
7	1430 Fees and Costs	\$50,000.00	\$50,000.00	\$0.00	\$0.00	
8	1440 Site Acquisition	0.00		\$0.00	\$0.00	
9	1450 Site Improvement	\$75,500.00	\$75,500.00	\$3,138.00	\$3,138.00	
10	1460 Dwelling Structures	\$293,713.00	\$323,713.00	\$30,000.00	\$0.00	
11	1465.1 Dwelling Equipment—Nonexpendable	\$26,600.00	\$26,600.00	\$0.00	\$0.00	
12	1470 Non-dwelling Structures	\$60,500.00	\$30,500.00	\$0.00	\$0.00	
13	1475 Non-dwelling Equipment	\$20,500.00	\$20,500.00	\$0.00	\$0.00	
14	1485 Demolition	0.00		\$0.00	\$0.00	
15	1490 Replacement Reserve	\$58,750.00	\$58,750.00	\$0.00	\$0.00	
16	1492 Moving to Work Demonstration	0.00		\$0.00	\$0.00	

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

PHA Name: ANN ARBOR HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 12/31/01 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
17	1495.1 Relocation Costs	0.00		\$0.00	\$0.00
18	1499 Development Activities	0.00		\$0.00	\$0.00
19	1502 Contingency	0.00		\$0.00	\$0.00
	Amount of Annual Grant: (sum of lines 1..19)	\$695,563.00	\$695,563.00	\$33,138.00	\$3,138.00
	Amount of line XX Related to LBP Activities	\$30,000.00	\$30,000.00	0.00	0.00
	Amount of line XX Related to Section 504 compliance	\$0.00	\$0.00	0.00	0.00
	Amount of line XX Related to Security –Soft Costs	\$0.00	\$0.00	0.00	0.00
	Amount of Line XX related to Security-- Hard Costs	\$30,000.00	\$0.00	0.00	0.00
	Amount of line XX Related to Energy Conservation Measures	\$0.00	\$0.00	0.00	0.00
	Collateralization Expenses or Debt Service	0.00		0.00	0.00

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number					Federal FY of Grant: 2001		
		Capital Fund Program Grant No: 501-01							
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations		1406	N/a	\$25,000	\$25,000.00	0.00	0.00	
PHA-Wide	Management Improvements		1408	N/a	\$50,000	\$50,000.00	0.00	0.00	
PHA-Wide	Admin Salaries & Benefits		1410	N/a	\$35,000	\$35,000.00	0.00	0.00	
PHA-Wide	A&E Fees; Clerk of Works		1430	N/a	\$50,000	\$50,000.00	0.00	0.00	Bid in spring
PHA -Wide	Dwelling Equip: Ranges& Refrigerators		1465.1	As needed	\$26,600	\$26,600.00	0.00	0.00	
PHA-Wide	Non-Dwelling Equipment		1475	N/a	\$20,500	\$20,500.00	0.00	0.00	
PHA-Wide	Replacement Reserves		1490	N/a	\$58,750	\$58,750.00	0.00	0.00	
P064-001	Site Work:		1450						
Scat Site: Family	Parking Lot-Seal & Re-stripe			7 sites	\$10,500	\$10,500.00	0.00	0.00	
N.Maple;	Drainage-Improve concrete near bldgs			1 site	\$40,000	\$37,584.00	0.00	0.00	
Green Rd	Playground-Planters & New Swings			1 site	\$4,000	\$4,000.00			
S.Maple;Hiko	Dumpster			2 site	\$0	\$2,416.00	\$2,416.00	\$2,416.00	
ne;									
<i>Oakwood;Platt;7th & Washington</i>	HVAC – new furnaces		1460	1sites/10unit	\$8,000	\$8,000.00	0.00	0.00	
	Plumbing-Install Ball Valve			5site/108unit	\$15,600	\$15,600.00	0.00	0.00	
	Plumbing-Hot Water Tanks			2site/54unit	\$18,000	\$18,000.00			
	Plumbing-Install garbage disposals			2site/60unit	\$36,000	\$36,000.00			
	Plumbing-Repair Shutoff			1site/24 unit	\$4,000	\$4,000.00			
	Electrical-basement outlets(3/unit)		1460	1site/30units	\$9,000	\$9,000.00	0.00	0.00	
	Weather Strip/Caulk Doors		1460	1site/30unit	\$13,500	\$13,500.00	0.00	0.00	

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number				Federal FY of Grant: 2001			
		Capital Fund Program Grant No: 501-01							
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
	Floors – new carpet	1460	1 site	\$3,600	\$3,600.00	0.00	0.00		
	Walls/Ceilings-ceiling fans (2/unit)	1460	2 site/30unit	\$8,500	\$8,500.00	0.00	0.00		
	Exterior-Paint non-siding wood trim	1460	1 site	\$20,000	\$20,000.00	0.00	0.00		
P064-003 Scat Site:GenOcc	Site Work Parking Lot-Seal & Re-stripe Dumpster	1450	3 site 1 site	\$4,000 \$0	\$3,278.00 \$722.00	0.00 \$722.00	0.00 \$722.00		
W/S/H ; Platt(Col); Broadway	Walls/ceiling fans	1460	3 site/53unit	\$21,200	\$21,200.00	0.00	0.00		
	Kitchen-Install Stove Backsplashes	1460	2 site/48unit	\$7,200	\$7,200.00				
	Stairwells-LBP Abatement	1460	1site/28unit	\$30,000	\$30,000.00				
	Plumbing-Install ball valves	1460	1 site/20unit	\$3,000	\$3,000.00	0.00	0.00		
	Exterior-Chimney Repair	1460	1site/20unit	\$3,000	\$3,000.00	0.00	0.00		
	Bath-Upgrade toilet,sinks,vanities	1460	1 site/28unit	\$40,613	\$40,613.00	0.00	0.00		

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number					Federal FY of Grant: 2001		
		Capital Fund Program Grant No: 501-01							
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
P064-005 Elderly/ Disabled	Site Work: Parking Lot-Seal & Re-stripe		1450	1 site	\$2,000	\$2,000.00	0.00	0.00	
<i>Miller Manor</i>	Walls-Paint Hallways/Trashrooms		1460	1 site	\$32,000	\$32,000.00	0.00	0.00	
	HVAC- install unit A/C		1460	1 site/30unit	\$0	\$30,000.00	\$30,000.00	0.00	Continuation of 501-00 wk
	Floors-Replace lobby carpet		1460	1 site	\$4,000	\$4,000.00		0.00	
	Upgrade Public restrooms		1470	1 site	\$10,000	\$10,000.00	0.00	0.00	
	Walls-Install night drop box		1470	1 site	\$2,000	\$2,000.00			
	Community Room-New Cabinets		1470	1 site	\$10,000	\$10,000.00			
	Security Camera-Loby/Fire Exit Door		1470	1 site	\$15,000	\$0.00			
P064-007 Elderly/Disabled Baker Commons	Site Work: Parking Lot-Seal & Re-stripe		1450	1 site	\$2,000	\$2,000.00	0	0	
	Site-Ornamental wrought iron fencing		1450	1 site	\$9,500	\$9,500.00			
	HVAC-new thermostats		1460	1 site/64 unit	\$6,500	\$6,500.00			
	Floors-replace some hallway carpet		1460	1 site/64 unit	\$10,000	\$10,000.00			
	Community Room-New kitchen cabinets		1470	1 site	\$5,000	\$5,000.00			
	Basement-exhaust fan		1470	1 site	\$3,500	\$3,500.00			
	Security Camera-Lobby/Fire Exit Door		1470	1 site	\$15,000	\$0.00			

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501-01 Replacement Housing Factor No:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA-Wide								
1406	Mar-03			Sept-04				
1408	Mar-03			Sept-04				
1410	Mar-03			Sept-04				
1430	Mar-03			Sept-04				
1465.1	Mar-03			Sept-04				
1475	Mar-03			Sept-04				
1490	Mar-03			Sept-04				
P064-001	Mar-03							
Green Baxter Ct	Mar-03			Sept-04				
South Maple	Mar-03			Sept-04				
Hikone	Mar-03			Sept-04				
NorthMaple	Mar-03			Sept-04				
Oakwood	Mar-03			Sept-04				
Platt	Mar-03			Sept-04				
Seventh/Wash	Mar-03			Sept-04				

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501-01 Replacement Housing Factor No:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
P064-003								
Broadway	Mar-03			Sept-04				
Platt Colonial	Mar-03			Sept-04				
White/State/Henry	Mar-03			Sept-04				
P064-005								
Miller Manor	Mar-03			Sept-04				
P064-007								
Baker Commons	Mar-03			Sept-04				
P064-008								
Mallets Creek	Na			Na				
Hillside	Na			Na				
N.Maple duplexes	Mar-03			Sept-04				
Evelyn Ct.	Na			Na				

<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
X Performance and Evaluation Report for Period Ending: 12/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00		0.00	0.00
2	1406 Operations	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
3	1408 Management Improvements Soft Costs	\$56,000.00	\$36,000.00	\$13,000.00	\$5,834.61
	Management Improvements Hard Costs				0.00
4	1410 Administration	\$38,000.00	\$38,000.00	\$38,000.00	\$19,445.44
5	1411 Audit	0.00		0.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	\$49,000.00	\$49,000.00	\$49,000.00	\$25,715.53
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	\$48,700.00	\$55,533.02	\$55,533.02	\$36,594.01
10	1460 Dwelling Structures	\$381,294.00	\$401,442.52	\$399,758.52	\$280,759.53
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	\$6,940.00	\$6,940.00	\$6,940.00
12	1470 Nondwelling Structures	\$5,200.00	\$6,278.46	\$6,278.46	\$6,278.46
13	1475 Nondwelling Equipment	\$33,619.00	\$18,619.00	\$477.85	\$477.85
14	1485 Demolition	0.00		0.00	0.00
15	1490 Replacement Reserve	\$50,000.00	\$50,000.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00		0.00	0.00
17	1495.1 Relocation Costs	0.00		0.00	0.00
18	1499 Development Activities	0.00		0.00	0.00
19	1502 Contingency	0.00		0.00	0.00
	Amount of Annual Grant: (sum of lines 1..19)	\$681,813	\$681,813.00	\$588,987.85	\$402,045.43
	Amount of line XX Related to LBP Activities	0.00		0.00	0.00
	Amount of line XX Related to Section 504 compliance	0.00		0.00	0.00
	Amount of line XX Related to Security—Soft Costs	\$10,000.00	\$0.00	0.00	0.00
	Amount of Line XX related to Security-- Hard Costs	0.00		0.00	0.00
	Amount of line XX Related to Energy Conservation Measures	0.00		0.00	0.00
	Collateralization Expenses or Debt Service	0.00		0.00	0.00

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

PHA Name: ANN ARBOR HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: 501-00 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/01
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number				Federal FY of Grant: 2000			
		Capital Fund Program Grant No: 501-00							
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations		1406	N/a	\$20,000	\$20,000.00	\$20,000.00	\$20,000.00	
PHA-Wide	Management Improvements		1408	N/a	\$56,000	\$36,000.00	\$13,000.00	\$5,834.61	
PHA-Wide	Admin Salaries & Benefits		1410	N/a	\$38,000	\$38,000.00	\$19,445.44	\$38,000.00	
PHA-Wide	A&E Fees; Clerk of Works		1430	N/a	\$49,000	\$49,000.00	\$49,000.00	\$25,715.53	Bid in spring
PHA -Wide	Dwelling Equip: Ranges& Refrigerators		1465.1	As needed	\$0.00	\$6,940.00	\$6,940.00	\$6,940.00	
PHA-Wide	Non-Dwelling Equipment		1475	N/a	\$33,619	\$18,619.00	\$477.85	\$477.85	
PHA-Wide	Replacement Reserves		1490	N/a	\$50,000	\$50,000.00	0.00	0.00	
P064-001	Site Work:		1450						
Scat Site: Family	Site lighting upgrades			3 sites	\$20,000	\$30,986.06	\$30,986.06	\$30,986.06	
N.Maple;	Bicycle lockups			1 site	\$6,000	\$4,145.01	\$4,145.01	\$4,145.01	
Green Rd									
<i>S.Maple;Hikone;</i>	HVAC – new furnaces		1460	2sites/60unit	\$110,000	\$74,860.01	\$74,860.01	\$74,860.01	
<i>Oakwood;Platt; 7th</i>	Doors-exterior lock upgrade			1site/30units	\$4,844	\$0.00	\$0.00	\$0.00	
<i>& Washington</i>	Electrical-basement outlets (3/unit)		1460	1site/30units	\$9,000	\$8,363.16	\$8,363.16	\$8,363.16	
	Roofing-replace roof & gutters		1460	1site/5bldg	\$35,000	\$99,646.31	\$99,646.31	\$99,646.31	
	Porches-repair and upgrade		1460	1 site	\$76,000	\$49,374.32	\$49,374.32	\$0.00	
	Replace closet doors in living room		1460	1 site	\$12,000	\$0.00	\$0.00	\$0.00	
	Walls/Ceilings-ceiling fans (2/unit)		1460	1 site/3 units	\$1,200	\$1,462.94	\$1,462.94	\$1,462.94	
	Aluminum Facia		1470	2 sites	\$0	\$3,030.00	\$3,030.00	\$3,030.00	
	HVAC – Community Center A/C		1470	2 sites	\$3,200	\$6,278.46	\$6,278.46	\$6,278.46	
	Install Drinking fountain-comm center		1470	1 site	\$2,000	\$0.00	\$0.00	\$0.00	

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-00 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
P064-003 Scat Site:GenOcc	Site Work Landscape planting	1450	1 site	\$4,000	\$1,462.94	\$1,462.94	\$1,462.94		
W/S/H ; Platt(Col); <i>Broadway</i>	Site signage Dwell Structures:	1450	1 site	\$4,000	\$2,682.06	\$2,682.06	0.00		
	Electrical- basement outlets (3/unit)	1460	1 site/5 units	\$2,250	\$1,706.77	\$1,706.77	\$1,706.77		
	Electrical – install stairwell lights	1460	1site/5 units	\$1,000	\$0.00	\$0.00	\$0.00		
	Exterior – replace fcia and overhangs	1460	1 site/3 bldg	\$25,000	\$14,629.43	\$14,629.43	\$14,629.43		
P064-005 Elderly/ Disabled	Site Work: Signage Landscaping	1450 1450	\$7,000 \$7,000	\$7,000 \$7,000	\$4,370.54 \$11,886.41	\$4,370.54 \$11,886.41	\$0.00		
<i>Miller Manor</i>	Dumpster	1450	\$700	\$700	\$0.00	\$0.00	\$0.00		
	Dwelling Structure: HVAC- install unit A/C	1460	1 site/104units	\$104,000	\$140,907.42	\$139,223.42	\$76,710.91		
	Ext: seal/stain entryway canopy	1460	1 site	\$1,000	\$1,158.16	\$1,158.16	\$350.00		

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501-00 Replacement Housing Factor No:					Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA-Wide								
1406	Mar-02		Jun-01	Sept-03		June-01		
1408	Mar-02			Sept-03				
1410	Mar-02			Sept-03				
1430	Mar-02			Sept-03				
1465.1	Mar-02	Sept-01	Sept-01	Sept-03	Sept-01	Sept-01		
1475	Mar-02			Sept-03				
1490	Mar-02			Sept-03				
P064-001								
Green Baxter Ct	Mar-02	Sept-01	Sept-01	Sept-03		Dec-01		
South Maple	Mar-02	Sept-01	Sept-01	Sept-03		Dec-01		
Hikone	Mar-02	Sept-01	Sept-01	Sept-03		Dec-01		
NorthMaple	Mar-02	Sept-01	Sept-01	Sept-03				
Oakwood	Mar-02	Sept-01	Sept-01	Sept-03		Dec-01		
Platt	Na			Na		Na		
Seventh/Wash	na			Na		Na		

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501 Replacement Housing Factor No:					Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
P064-003								
Broadway	Mar-02		Sept-01	Sept-03				
Platt Colonial	Mar-02		Sept-01	Sept-03				
White/State/Henry	Mar-02		Sept-01	Sept-03				
P064-005								
Miller Manor	Mar-02		Dec-2001	Sept-03				
P064-007								
Baker Commons	Na	Na	Na	na				
P064-008								
Mallets Creek	Na		Na	Na	Na			
Hillside	Na		Na	Na	Na			
N.Maple duplexes	Na		Na	Na	Na			
Evelyn Ct.	Na		Na	Na	Na			

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: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP: MI28P064-707-99			Federal FY of Grant:
		Capital Fund Program Grant No:			1999
		Replacement Housing Factor Grant No:			
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 2)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
			0.00	0.00	0.00
1	Total non-CFP Funds	\$0.00	0.00	0.00	0.00
2	1406 Operations	\$0.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$56,000.00	\$69,837.85	\$69,837.85	\$64,158.85
4	1410 Administration	\$28,500.00	\$27,500.00	\$27,500.00	\$27,500.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	\$17,000.00	\$21,079.58	\$21,079.58	\$20,579.53
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	\$124,219.74	\$123,314.49	\$123,314.49	\$122,314.56
10	1460 Dwelling Structures	\$229,261.46	\$219,586.86	\$219,586.86	\$219,586.86
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	\$6,484.00	\$6,484.00	\$6,482.00
12	1470 Non-dwelling Structures	\$52,474.14	\$51,540.39	\$51,540.39	\$51,540.39
13	1475 Non-dwelling Equipment	\$77,313.66	\$65,425.83	\$65,425.83	\$65,120.52
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00

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

PHA Name: ANN ARBOR HOUSING COMMISSION	Grant Type and Number CGP: MI28P064-707-99 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 12/31/01 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency	0.00	0.00	0.00	0.00
	Amount of Annual Grant: (sum of lines 1..19)	\$584,769.00	\$584,769.00	\$584,769.00	\$577,282.71
	Amount of line XX Related to LBP Activities	0.00	0.00	0.00	0.00
	Amount of line XX Related to Section 504 compliance	\$16,705.55	0.00	0.00	0.00
	Amount of line XX Related to Security--Soft Costs	\$15,000	\$21,240.85	\$21,240.85	\$21,240.85
	Amount of Line XX related to Security-- Hard Costs	0.00	\$0.00	0.00	0.00
	Amount of line XX Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
	Collateralization Expenses or Debt Service	0.00	0.00	0.00	0.00

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP# MI28P064707-99					Federal FY of Grant: 1999		
		Capital Fund Program Grant No:							
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised (2)	Funds Obligated	Funds Expended		
PHA-Wide	Management Improvements	1408	N/a	\$56,000	\$69,837.85	\$69,837.85	\$64,158.85	In process	
PHA-Wide	Admin Salaries & Benefits	1410	N/a	\$28,500	\$27,500.00	\$27,500.00	\$27,500.00	Complete	
PHA-Wide	A&E Fees; Clerk of Works	1430	N/a	\$17,000	\$21,079.58	\$21,079.58	\$20,579.53	On-going	
PHA-Wide	Dwelling Equip: Ranges& Refrigerators	1465.1	N/a	\$0	\$6,484.00	\$6,484.00	\$6,482.00	Complete	
PHA -Wide	Dwell Struct: Replace Hot Water tanks	1460	As needed	\$3,500	\$707.42	\$707.42	\$707.42	Complete	
PHA-Wide	Non-Dwelling Equip: Vehicles/Tools; Office equipment; Computer Hardware	1475	N/a	\$19,500	\$10,033.77	\$10,033.77	\$9,980.81	In process	
P064-001	Parking lots – seal and re-stripe	1450	7 sites	\$9,600	\$8,861.81	\$8,861.81	\$8,073.88	PO issued	
Scat.Site: Family N.Maple; Green Rd; Platt Rd S7/WW;Oakwd S.Maple;Hikone	Parking lot expansion	1450	1 sites	\$37,166.74	\$37,166.74	\$37,166.74	\$37,166.74	Complete	
	Drainage work, replaced with Ext.Lighting upgrade- N.Maple	1450	1 site	\$38,000.00 0.00	0.00 \$43,896.00	0.00 \$43,896.00	0.00 \$43,684.00	Complete	
	Fencing; signage; planting	1450	3 sites	\$23,277.38	\$23,277.38	\$23,277.38	\$23,277.38	Complete	
	Dwelling Structures: Doors- Replace closet doors	1460	7 sites	\$130,216.77	\$130,216.77	\$130,216.77	\$130,216.77	Complete	
	Kitchens- install s/s stove backsplashes	1460	6 sites	\$6,605.25	\$6,605.25	\$6,605.25	\$6,605.25	Complete	
	Exterior-painting non-siding elements	1460	2 sites	\$19,571.10	\$19,571.10	\$19,571.10	\$19,571.10	Complete	
	Exterior – lock replacement	1460	2 sites	\$11,133.00	\$3,750.98	\$3,750.98	\$3,750.98	Complete	
	Install ceiling fans- PLT	1460	1 site	\$1,996.25	\$1,996.25	\$1,996.25	\$1,996.25	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: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP# MI28P064707-99 Capital Fund Program Grant No: Replacement Housing Factor Grant No:					Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised (2)	Funds Obligated	Funds Expended		
P064-003 Scat.Sit e: Mixed	Site Work: Parking lots – seal and re-stripe	1450	2 sites	\$2,000.00	\$2,249.56	\$2,249.56	\$2,249.56	Complete	
White/State/Henry Brdway; Platt (col)	Landscaping-WSH	1450	1 site	\$5,675.62	\$5,675.62	\$5,675.62	\$5,675.62	Complete	
	Dwell Structures: Canopy over entry doors-WSH	1460	1 site	\$20,682.98	\$20,682.98	\$20,682.98	\$20,682.98	Complete	
P064-005	Site: Parking lot seal & re-stripe	1450	1 site	\$2,000.00	0.00	0.00	0.00	Deleted	
Elderly/Disabled	Dwell Structures: Install ceiling fans	1460	104 units	\$27,556.11	\$27,556.11	\$27,556.11	\$27,556.11	Complete	
Miller Manor	Mechanical-new boiler (emergency)	1460	1 site	\$8,000	\$8,500.00	\$8,500.00	\$8,500.00	Complete	
	Non-dwell struct: new roof admin office	1470	1 site	\$51,374.14	\$51,374.14	\$51,374.14	\$51,374.14	Complete	
	Non-Dwell Equip: new furniture-lobby	1475	1 site	\$5,000.00	\$4,331.26	\$4,331.26	\$4,331.26	Complete	
	Non-Dwell Equip:elevator-emerg repair	1475	1 site	\$36,071.00	\$36,071.00	\$36,071.00	\$33,066.00	Complete	
P064-007	Site: Parking lot seal & re-stripe	1450	1 site	\$2,000.00	0.00	0.00	0.00	Deleted	
Elderly/Disabled	Redesign of Main St. entrance	1450	1 site	deleted					
Baker Commons	Non-Dwell Struct: Library – ceiling tiles	1470	1 room	\$300.00	\$300.00	\$0.00	\$0.00	AAHC to do	
	Non-Dwell: new carpet in office	1470	1 room	\$800.00	\$166.25	\$166.25	\$166.25	Complete	
	Non-Dwell equip: trash compactor replm	1475	1 site	\$11,742.66	\$11,742.66	\$11,742.66	\$11,742.66	Complete	
	Non-Dwell equip: lobby furniture	1475	1 site	\$5,000.00	\$5,000	\$3,247.14	\$3,247.14	Complete	

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

PHA Name: ANN ARBOR HOUSING COMMISSION	Grant Type and Number CGP# MI28P064707-99 Capital Fund Program No: Replacement Housing Factor No:	Federal FY of Grant: 1999
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide							
1408	Mar-01		Mar-01	Sept-02			
1410	Mar-01		Dec-00	Sept-02		Jun-01	
1430	Mar-01		Mar-01	Sept-02			
1460	Mar-01		Mar-01	Sept-02			
1465	Mar-01		Mar-01	Sept-02			
1475	Mar-01		Mar-01	Sept-02			
P064-001							
Green Baxter Ct	Mar-01		Dec-00	Sept-02			
South Maple	Mar-01		Dec-00	Sept-02		Sept-01	
Hikone	Mar-01		Mar-01	Sept-02		Dec-01	
NorthMaple	Mar-01		Mar-01	Sept-02		Dec-01	
Oakwood	Mar-01		Dec-00	Sept-02		Sept-01	
Platt	Mar-01		Dec-00	Sept-02		Sept-01	
Seventh/Wash	Mar-01		Dec-00	Sept-02		Sept-01	

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP# MI28P064707-99 Capital Fund Program No: Replacement Housing Factor No:					Federal FY of Grant: 1999	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
P064-003								
Broadway	Mar-01		Sept-00	Sept-02		Sept-01		
Platt Colonial	Mar-01		Sept-00	Sept-02		Sept-01		
White/State/Henry	Mar-01		Sept-00	Sept-02		Dec-00		
P064-005								
Miller Manor	Mar-01		Dec-00	Sept-02		Dec-01		
P064-007								
Baker Commons	Mar-01		Mar-01	Sept-02		Sept-01		
P064-008								
Mallets Creek	Mar-01		Sept-00	Sept-02		Sept-01		
Hillside	Mar-01		Sept-00	Sept-02		Sept-01		
N.Maple	Mar-01		Sept-00	Sept-02		Sept-01		

APPENDIX C – Agency Plan
Section 8 Homeownership Statement of Capacity

The Ann Arbor Housing Commission satisfies HUD's requirement for capacity to operate a successful Section 8 Homeownership program by incorporating 24 CFR §982.625(d)(1) into its policy for program administration. Specifically compliance is met by requiring the "homeowner" to make a down payment of at least three- percent of the purchase price for participation in our Section 8 Homeownership program. In addition, at least one percent of the purchase price (for down paymnet) must come from the families' personal resources.

As a further measure to establish capacity, financing must meet one of the following criteria:

- 1) Financing must be provided, insured or guaranteed by state or Federal government; or
- 2) Financing must comply with the secondary mortgage market underwriting requirements; or
- 3) Financing must comply with generally accepted private sector underwriting.

These requirements while incorporated into the Ann Arbor Housing Commission's policy are taken directly from 24 CFR 982.625 (d)(2).

APPENDIX D

Preliminary Assessment of Voluntary Conversion

Background

The Ann Arbor Housing Commission owns and operates approximately 359 low-income housing rental units across 17 sites in the City of Ann Arbor. In total, the Ann Arbor Housing Commission has five HUD developments in its public housing stock, plus one other project developed under the Turnkey III Homeownership program. Of the five public housing developments, two (MI28P064-005 Miller Manor and MI28P064-007 Baker Commons) were constructed as elderly/disabled developments, not general occupancy, and therefore exempt from this assessment. We did not consider the 50-unit development constructed under the Turnkey III Homebuyer program as only two of the original 50 units remain, and all units will ultimately be sold to their existing occupants under the program.

The remaining sites therefore considered for this assessment include:

Project 001: (N. Maple, S. Maple, Green Baxter Court, Hikone, Platt, Oakwood, S. Seventh, W. Washington – a total of 121 units, including 4 off-line for use as community centers)

Ten of the 121 units are 1-bedroom units utilized primarily by elderly/disabled residents. Of the remaining units available for general occupancy, there is an 89% occupancy rate currently. Only one location (Maple Meadows / South Maple) has excessive vacancy problems, at nearly 25%.

Project 003: (Broadway Terrace, White/State/Henry, Platt Colonial)

Of this 53-unit project, 38 (or 72% of the total units) are 1-bedroom units utilized primarily by elderly/disabled residents. The occupancy rate within the project is currently 92%, but generally runs at 100%. These units are easily marketed and leased up to public housing residents.

Project 008: (N. Maple, Hillside Manor, Mallets Creek Court, Evelyn Court – a total of 17, 3-bedroom units constructed in the mid-1990's)

These are units of new construction, easily rented, and experiencing limited maintenance or modernization costs. Two units are ADA modified and have disabled families in occupancy.

Assessment

The Ann Arbor Housing Commission has reviewed each of the developments highlighted above, has considered the implications of converting the public housing to tenant-based assistance, and concluded that conversion of these developments is inappropriate because removal of the developments would not meet the necessary conditions for voluntary conversion. Specifically, as described below, we have found that the conversion of these developments to tenant-based assistance would fail to meet any of the three tests prescribed for voluntary conversion.

Test #1: Conversion would not be more expensive than continuing to operate the development (or a portion of it) as public housing.

Assessment: It is the experience of the Ann Arbor Housing Commission that it can operate its low-income rental units at less federal cost than average federal subsidy dollars on Section 8 units. Currently, the PUM operating cost for public housing is \$327, of which \$130 represents HUD operating subsidy. Add to that the PUM amount of \$161 for the annual CFP award, and the total cost of operating low-rent public housing is \$488 of which HUD subsidy or grant funds contributes \$291. (This number excludes any debt service costs, which at this point, HUD has substantially forgiven). The current average HAP for vouchers in our jurisdiction is \$550. (This does not include administrative expense, which is included in PH costs above). Therefore, conversion from public housing to tenant-based Section 8 would be more expensive in terms of HUD contributions to costs.

Test #2: Conversion would principally benefit residents of the public housing development to be converted and the community.

Assessment: As we completed this assessment, we failed to see how conversion would benefit the residents of the public housing developments being considered. Projects 001, 003, and 008 are quite popular among residents, including an overall occupancy rate that exceeds 95%. If these residents were provided tenant-based assistance instead, they would likely face extreme difficulty finding the same quality of housing in comparable neighborhoods. Further, many of the units at these three developments, including 66% (35 of 53) under Project 003, service residents with special needs, including elderly/disabled residents. Given the limited availability of these types of units for low-income residents in the community at large (e.g., waiting lists for units in subsidized apartment complexes can range from six to eighteen months), we believe conversion could only have a detrimental impact on these residents.

Besides the lack of benefit to residents, we feel conversion would likely adversely affect the community. We believe that conversion of these developments would have effects that run counter to HUD's objectives of de-centralizing those who are traditionally served by public housing. Specifically, these three developments under consideration are "scattered site" projects, with locations throughout the city of Ann Arbor. In fact, many of these sites are located amidst desirable, market-rate single-family rental and owner-occupied homes. If converted, we fear that the higher rents associated with these properties could lead to centralizing low-income and minority resident populations into certain affordable housing developments and certain areas within the city (and, in fact, outside of the city limits in nearby communities) where affordable housing is in greatest supply. We believe the Housing Commission's ownership of these scattered site developments has helped to de-centralize the residents we serve and has helped reduce the negative stigma associated with large-scale public housing developments.

Test #3: Conversion would not adversely affect the availability of affordable housing in the community.

Assessment: Conversion of any public housing units would have a significant adverse affect on the availability of affordable housing in Ann Arbor. For the past several years, Ann Arbor has been experiencing a severe shortage of affordable housing. As Ann Arbor's 2000 Consolidated Strategy and Plan summarized, "As Washtenaw County's economy, and that of Ann Arbor in particular, becomes more service-oriented, housing affordability for lower-income families and individuals continues to increase as a serious problem." To address the shortage of affordable housing in Ann Arbor, the city government and local nonprofit organizations have been making significant efforts to preserve the limited supply of affordable units that exist today. As the 2000-2005 Consolidated Plan stated:

"Preserving and expanding the supply of affordable housing is one of the most difficult challenges facing the City of Ann Arbor. The past several years have been a period of commercial and residential growth within many sectors of the community. Despite efforts by the City and nonprofit organizations to provide housing affordable to very-low income residents, much of this growth has been targeted toward the upper end of the housing market."

At a time when the City is struggling to simply preserve the supply of affordable housing that exists today, we believe conversion of any public housing units would only exacerbate the extreme shortage that exists in Ann Arbor today. The best indicator of the negative impact that conversion would produce is the difficulty that current recipients of tenant-based assistance face in seeking to use these vouchers in the Ann Arbor market today. With vacancy rates cited by some sources at below 1%, participants in the tenant-based program face extreme difficulty finding properties that have vacancies and are willing to lease to program participants. Converting the three aforementioned developments and providing these residents with tenant-based assistance instead would only create more competition for a very limited number of available units in the city today.

Further, given the desirable location of many of the units in these three developments, it is unrealistic to expect that these units could remain as units of affordable housing. Rental rates in nearby properties far exceed what low-income individuals can afford. As a result, if these developments were converted, we would foresee a scenario in which:

- 1) The stock of permanently affordable housing units would be reduced (below what is already a limited supply today).
- 2) Those who would most likely benefit by the additional stock of rental units would likely not be those who are in public housing today, but rather individuals of middle and higher income levels who could afford the rental rates in these desirable locations.

- 3) Conversion would not only lead to the displacement of current residents, but would also place them into competition with those already receiving tenant-based assistance who continue to experience extreme difficulty finding vacancies with property owners who accept Section 8 vouchers. In addition, those residents with special needs, including elderly and disabled tenants, would compete for what is already a shortage of rental units that cater to these populations.

As a result, we believe conversion would have a very negative impact on the residents of these units and on the supply of affordable housing in Ann Arbor in general. While we are certainly welcome to creative proposals that can help us improve the operational, financial, and managerial performance of the Housing Commission, we fail to see how this proposal would benefit our residents or our community at large.

**Appendix E –
Pet Policy Executive Narrative**

The Ann Arbor Housing Commission adopted its current pet policy on February 2, 2000 and made subsequent revisions on March 21, 2001 to incorporate the admission of canines as pets into its family developments in compliance with federal regulations. Dogs had been prohibited in family developments since March 1986 because of the failure of families to responsibly care for these pets; therefore, the Ann Arbor Housing Commission sought comments from public housing tenants on how to manage this new mandate as well from private sector property management.

Restrictions were placed on the size/capacity of aquariums, the size of dogs at full-growth as well as prohibitions against breeds that tend to exhibit aggressive tendencies. All pets are required to be registered with the Ann Arbor Housing Commission including the submission of a photograph of the animal, the name address and telephone number of a person who will care for the animal in the event the leaseholder becomes incapacitated and a refundable pet deposit of \$25 for mice, fish, birds and \$150 for dogs and cats. In addition a surcharge of \$10 is added to the monthly rental obligation for renters with dogs. Those families for whom a service dog is needed to assist a disabled family member are exempt from paying the security deposit and monthly surcharge.

In response to appeals by elderly residents, the Commission revised its policy regarding pets in elderly developments by reducing the pet fee for dogs and cats to \$50 and the monthly surcharge from \$10 to \$5 per month. This was done in part to acknowledge the importance of pet companionship to the elderly, their tendency toward heightened responsibility and their limited financial resources.

Registration of the pet also includes the submission of information including proof of current inoculations, evidence of an identification tag and animal license and proof of spaying or neutering.

Pet owners are required to have their pet “under reasonable control” as defined by our local City Code, which includes having the animal (dog and cat) leashed when not in the resident’s apartment. Tethering or the use of outside cages or doghouses is prohibited.

Sanitation standards were established, prohibiting the animal from excreting or defecating anywhere in the building or apartment except in the case where litter boxes are used for cats or other small non-dog pets. Pet owners must comply with the City Code for removal and disposal of dropped feces anywhere in the building or on the grounds.

Residents are not permitted to pet-sit and guest (with the exception of seeing-eye dogs for the blind) are not permitted to bring pets on the premises. Dogs and cats must wear flea collars between March and October and if extermination services for fleas are deemed necessary, the resident will pay for such treatment. Only one animal will be permitted per apartment.

The pet policy is incorporated by reference into the lease agreement and violations of the pet policy are considered a material default of the lease. New residents are provided a copy of the pet policy along with the lease, tenant handbook and other relevant policies during orientation and move-in.

Appendix F
Progress Statement on 5-Year Plan Goals

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

AAHC Goal: Expand the supply of assisted housing

Objective #1 remains unchanged and continues to be a challenge. Vacancy remains at 6% or 20-25 units in public housing.

#2 creation of 501©3 remains a goal of the Board and will be actively pursued.

AAHC Goal: Improve the quality of assisted house.

Objectives 1 through 5 have been actively pursued.

#1 – PHAS -- “Standard performer” Advisory score of 77 achieved for FY01; improving from FY00—we will seek to make incremental improvements in finance and unit turnaround areas.

#2 – SEMAP –First official score was 52, and Troubled. An action plan for improving deficient areas is forthcoming, with actions implemented before the close of the fiscal year.

#3 – Customer Satisfaction: resident newsletters are published quarterly; monthly maintenance tips issued with every rent statement; Resident Advisory Board meeting on regular monthly schedule.

#4- Management functions: related to #2 above.

#5 – Modernization – open CGP likely close early; CFP501-00 will be fully obligated by 3/31/02 and is more than 60% expended. CFP501-01 will commence soon with solicitation of A&E.

AAHC Goal: Increase assisted housing choices

#1 – Direct outreach to new landlords is on-going. Advertisements on CTN.

#2 – Board approved in June 2001, Payment Standard to 110% to assist lease-up efforts.

#3 – Section 8 Homeownership initiative – Program underway: Info sessions held; total notification to all participants; initial applications reviewed and referrals to counseling agencies made. Several participants approved for mortgage application process. One purchase recorded so far.

#4 – Public notice for Project-Based voucher program completed in summer 2001; 4 agencies responded; option currently on hold.

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

AAHC Goal/ Objectives:

#1 – done: working family preference and flat rents implemented.

#2 – upgrade security – security cameras installed at both high-rise buildings; have proven effective in identifying problem traffic in buildings.

#3 –New signage for Broadway Terrace and Miller Manor is complete. Landscape improvements are identified in CFP 5-Yr plan for numerous sites.

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

AAHC Goal/Objectives:

#1 – achieved; greater number and percentage of working families assisted by adoption of working family preference. Average income of general family housing continues to increase and number of households paying flat rent is at 33, or 10% of all rental households.

#2 – Supportive Services – actively working with subcontractor under Section 8 Welfare to Work allocation to assist in employment opportunities.

#3 – Supportive services for Elderly/Disabled – Have now got 2 CMH case managers full time at each high rise building providing resource referral services to all resident and case management to CMH clients.

#4 -- Community Centers – 5 sites have computers for resident use. One family center is now a site for a 2-day/wk nurse-managed health clinic. Drug prevention programs continues at 4 family sites. Have also tapped into United Way Day of Caring to do major clean-up and spruce-up activities at various sites.

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

AAHC Goal/Objectives: #1 and 2 are on going. Experiencing increase in immigrant lease-up.

#3 – remains open item, but in CFP 5-year plan. Seeking CDBG \$ to move project forward.

Appendix G
Resident Membership of PHA Governing Board

Currently vacant.

Mr. Michael Martin, 1719 Green Road, served as the Resident Commissioner on the Board until November, 2001, when he was asked to resign, because of excessive absenteeism.

The Commission notified all Resident Councils and the Resident Advisory Board of the vacancy in December, 2001. All public housing residents received written notification of the Resident Commissioner vacancy and the right to apply with their January 1, 2002 rent statements. A notice was publicly displayed in the Administrative Office for Section 8 participant notification.

Applications for the position are being received by the Mayor of Ann Arbor until January 31, 2002, and a nomination and confirmation by City Council of a resident member is expected in March, 2002.

Ms. Tammy Weatherspoon was appointed 3-18-02 as Resident Commissioner. She is a Section 8 participant and resides at 2083 Garden Circle, Ann Arbor, MI 48103. She is completed the previous commissioner's unexpired term to 4-30-03.

Appendix H
AAHC RESIDENT ADVISORY BOARD MEMBERS

Public Housing Residents:

Applicable Grant Programs offered at that site:

	Drug Elim PHDEP	SupSvc SSC	TenOppPrg TOP	CapFundPrg CFP	ResCoun RC
Jackie Wilson, (Fam) 721 N.Maple, AA 48103	Yes	No	Yes	Yes	Yes – CI*
Kathy Scott, (Fam) 870 S.Maple, AA 48103	Yes	No	No	Yes	Yes – SM*
Deborah Gibson, (Eld/Dis) 727 Miller Ave #410, 48103	No	Yes	Yes	Yes	Yes - MM
Clinton Smith (Eld/Dis) 1508 Broadway, #C4, AA 48105	No	No	No	Yes	Yes-BTRC
ⓄGregory Daniels (Eld/Dis) 1506 Broadway, #B3, AA 48105	No	No	No	Yes	Yes-BTRC
ⓄAlan Richardson (Eld/Dis) 223 S. Seventh, AA 48103	No	No	Yes	No	

* Resident Councils not currently actively meeting.

Ⓞ New members during this fiscal year, responding to outreach done via Resident Newsletter.

No residents from White/State/Henry, Baker Commons, Hikone or Green Road have expressed interest in participating. Mass mailings have been sent out twice, each of the last two years, soliciting interest.

Section 8 Participants:

Dorma Burnside, 3979 Sparrow Wood Drive, Ann Arbor, MI 48108
 Mary Crouch, 1114 N. Maple Road, Ann Arbor, MI 48103
 Taneya Cage, 514 Onondaga, Ypsilanti, MI 48198

**APPENDIX I
ORGANIZATIONAL CHART**

Board of Commissioner's
Larry French, President
Hazel Turner, Vice-President
Kate Warner
Tammy Weatherspoon - Resident Commissioner
David Parent

Executive Director
Elizabeth Lindsley
Admin Asst – Eileen Goldman

Fiscal/Admin Mgr
Ademola Osofisan

Acct. Clerk II
Betsy Cornellier

Acct. Clerk I
Gayland Thompson

Clerk Typist I/Receptionist
LaNita Lyons

Maintenance Suprvr
Matthew Waldsmith

Clerk II
Gayle White

HQS Inspector
Paul Winters (.5 FTE)

Maintenance WKRS II
Joe Buford
Gib Blevins
Jim Hughes
Dale Johnson
Paul Winters (.5 FTE)
~~Mike Whitehead~~

Hsg. Prgrms. Mgr.
Cynthia C. Telfer

Section 8 Coordinators:
Dena Cage; Leslee Clerkley
Sue Niedzielski
Shari Norris

Public Housing Specialist:
Kathleen Schlipp

Clerks (section 8)
Monica Moore
Ann Straub

Intake/Waitlist Specialist
Vacant-

APPENDIX J

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

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	Green Road	2	8%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$2,000	FY2006
Site Improvements - Landscape/concrete			\$1,000	FY2003
Drainage-Improve concrete around buildings			\$40,000	FY2003
Dumpster – Replace			\$700	FY2005
Playground – Upgrade equipment			\$3,000	FY2005
Lighting Upgrade			\$5,000	FY2007
Siding - Paint trim			\$16,000	FY2005
HVAC - New furnaces			\$48,000	FY2006
Seal/stain wood privacy fences			\$4,800	FY2003
HVAC - Install central air conditioning			\$76,800	FY2006
Roofing - Replace gutters, downspouts, fascia, soffits			\$20,000	FY2003
Siding - Install vinyl siding			\$120,000	FY2007
Appliance replacement			\$7,000	FY2007
Community Center-Expand/504/add 1/2 bath			\$50,000	FY2004
Flooring – 1 st floor tile replacement			\$48,000	FY2004
Total estimated cost over next 5 years			\$442,300.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	Maple Meadows	6	20%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$4,000	FY2006
Drainage-Improve concrete around buildings			\$40,000	FY2003

Landscaping - Replace flower boxes	\$16,900	FY2005
Site Improvements - Landscape/concrete	\$1,000	FY2005
Dumpster – Replace	\$700	FY2005
Playground - Upgrade equipment	\$2,000	FY2005
Walls/Ceilings - Install ceiling fans (2/unit)	\$12,000	FY2003
Install , gutters, fascia & soffits	\$25,000	FY2004
Exterior – Paint wood trim	\$20,000	FY2007
Exterior -Seal/stain wood privacy fences	\$6,000	FY2005
Appliance replacement	\$17,500	FY2007
Community Center-Expand/504/add bath	*\$50,000	FY2003
Flooring- replace kitchen floors	\$30,000	FY2005
Replace kitchen counter tops	\$18,000	FY2006
Vinyl Siding	\$150,000	FY2007
Bathroom shower faucets/lav faucets/sink faucets	\$5,000	FY2007
Storm Window Replacement	\$25,000	FY2007
Total estimated cost over next 5 years	\$423,100.00	
*seeking alternate funding		

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	Hikone	3	10%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$4,000	FY2006
Site Improvement/LBP removal parking bollard			\$10,000	FY2003
Site Improvements – Landscape; tree trimming			\$5,000	FY2004
Site Imprvmt – Fence replacement, parking lot side			\$2,500	FY2004
Foundation waterproofing (2758)			\$6,000	FY2004
Dumpster – Replace			\$700	FY2005
Playground - Upgrade equipment			\$2,000	FY2005
Int. Flooring – replace tile 2 nd floor			\$60,000	FY2004
Exterior – Paint wood trim			\$20,000	FY2007
Seal/stain wood privacy fences			\$6,000	FY2005
Plumbing-Kitchen/bath shut-off valves			\$3,900	FY2003
Siding - Install vinyl siding			\$150,000	FY2006
Replace Comm. Ctr. entrance door w/steel w/panic bar			\$2,000	FY2004
Appliance Replacement			\$5,000	FY2007

Total estimated cost over next 5 years	\$277,100.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	North Maple	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$7,000	FY2006
Site Improvements - concrete work: sidewalk leveling & courtyards			\$10,000	FY2003
Foundation Waterproofing – (715/717/737)			\$45,000	FY2004
Dumpster – Replace			\$700	FY2005
Playground - Upgrade equipment			\$10,000	FY2003
Kitchen counter tops			\$12,000	FY2005
Expand Parking Lot			\$40,000	FY2007
Flooring - Replace flooring (1st floor)			\$50,000	FY2003
Flooring - Replace flooring (2nd floor)			\$50,000	FY2007
Appliance replacement			\$7,000	FY2007
Total estimated cost over next 5 years			\$231,700.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	Oakwood	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$1,000	FY2006
Drainage/Site Improvement – Soil grading			\$6,000	FY2003
Exterior Lighting			\$2,000	FY2007
Seal wood stairs/deck upgrades			\$15,000	FY2003
Flooring-Replace flooring (1st level)			\$7,500	FY2004
Exterior-paint wood trim			\$3,000	FY2005
Flooring-Replace flooring (2nd level)			\$7,500	FY2006
Additional linen space-upstairs bathroom (above towel rack)			\$3,000	FY2006
Appliance replacement			\$3,100	FY2006

Total estimated cost over next 5 years	\$48,100.00
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Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064	Platt Road (Upper)	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$1,000	FY2006
Seal wood stairs/deck expansion			\$34,000	FY2003
Flooring-Replace flooring (1st level)			\$10,000	FY2005
Flooring-Replace flooring (2nd level)			\$10,000	FY2006
Exterior – Paint wood trim			\$4,000	FY2005
Additional linen space-upstairs bathroom (above towel rack)			\$4,000	FY2006
Appliance replacement			\$4,800	FY2007
Total estimated cost over next 5 years			\$67,800.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	7th/Washington	1	13%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$2,400	FY2006
Site Improvements - Landscape/concrete leveling			\$2,867	FY2003
Lighting for signage			\$2,000	FY2007
Expanded Parking area			\$15,000	FY2007
Excavation-Retaining wall			\$10,000	FY2007
Install doorbells			\$2,500	FY2003
Insulate WW Floor Joists			\$400	FY2003
Bathrooms - New bathtub liners & tub surrounds			\$9,000	FY2005
Seal/stain wood privacy fences-SS			\$1,600	FY2005
Seal wood stairs/deck - W.W.			\$600	FY2005
Install extra shelving in pantry (between stove & bathroom)			\$1,000	FY2006
Siding-Paint Trim			\$5,000	FY2007
New windows			\$4,000	FY2007
Occupied unit painting			\$2,400	FY2007
Bath fan and light on separate switches			\$2,000	FY2003
Garbage Disposals			\$9,000	FY2004
Mold			\$4,000	FY2007

Upgraded wiring-circuit	\$2,400	FY2003
Appliance replacement	\$6,500	FY2007
Storage sheds	\$20,000	FY2005
Total estimated cost over next 5 years	\$102,667	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-003	Broadway	1	5%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-tripe			\$4,000	FY2006
Dumpster – Replace			\$700	FY2003
Site Improvements - Landscape			\$1,000	FY2005
Lighting for sign			\$1,000	FY2007
Drain repair, erosion, and water flow			\$1,000	FY2007
Foundation - Repair 1506 cracks			\$10,000	FY2003
Install awnings or window reflective sheath on south side (1504 & 1506)			\$7,200	FY2003
Flooring - Install new carpeting			\$14,000	FY2005
Plumbing - Upgrade bathrooms, include h2o saving toilets			\$6,000	FY2005
HVAC-Install window air conditioning			\$30,000	FY2006
Install roof antennas			\$9,000	FY2004
Roof-gutters/downspouts/chimneys			\$9,000	FY2007
Kitchen flooring tile			\$60,000	FY2007
Remove mailboxes/repaint hallways			\$4,000	FY2005
Create community room-carpet, chairs, tables, couch			\$2,500	FY2003
Appliance replacement			\$7,000	FY2007
Total estimated cost over next 5 years			\$166,400.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-003	Platt Road (Colonial Sq)	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restripe			\$1,000	FY2006
HVAC - New furnaces			\$10,000	FY2004
Install wood privacy fences-rear			\$10,000	FY2005
Caulk exterior, windows, doors, siding			\$3,000	FY2007
Appliance replacement			\$5,165	FY2007

Total estimated cost over next 5 years	\$29,165.00	
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Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-003	White/State/Henry	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$3,000	FY2006
Dumpster – Replace			\$700	FY2005
Landscaping - Plantings/shrubs- State St side			\$5,000	FY2006
Block off parking lot			\$1,000	FY2007
Roofing - Replace roofing & gutters			\$24,000	FY2003
Windows - Upgrade picture windows			\$80,000	FY2005
Flooring - Replace flooring at rear entrance			\$10,500	FY2004
Lentils-scrape, paint, caulk			\$7,500	FY2007
Replace rear doors			\$5,000	FY2007
Lighting-storage bin/basement			\$4,000	FY2007
Appliance replacement			\$12,000	FY2007
Total estimated cost over next 5 years			\$152,700.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-005	Miller Manor	4	3.8%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$4,000	FY2006
Dumpster-replace			\$700	FY2005
Site Lighting-W Park Lot side			\$2,000	FY2007
Replace carpet in community room			\$3,000	FY2004
Replace carpet in common hallways			\$42,000	FY2005
Administrative Office-Carpet & Paint			\$14,000	FY2006
Bathrooms - Additional bathroom shelves			\$10,400	FY2006

Doors - Door guards on handicap units, trash, and laundry room doors	\$5,000	FY2003
Heat pipes	\$100,000	FY2007
Bathtub liners	\$150,000	FY2007
New trashroom doors/roll-up	\$2,000	FY2004
Paint gaslines	\$1,000	FY2007
Lockable 2 nd floor windows/bars	\$21,000	FY2005
Foyer-Rubber floor	\$3,000	FY2007
Stairwell door hardware	\$10,000	FY2005
Appliance replacement	\$35,000	FY2007
Plumbing- replace bath drains w PVC	\$50,000	FY2003
Breakroom upgrade	\$7,000	FY2007
Roof replacement – community room	\$75,000	FY2007
New doors lobby to community room	\$2,000	FY2005
Lockable door between office and MM	\$3,000	FY2007
Fire door enhancement	\$3,000	FY2005
Lobby/Comm Rm - New furniture	\$5,000	FY2006
Total estimated cost over next 5 years	\$548,100.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-007	Baker Commons	3	4.6%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$4,000	FY2006
Site Improvements - Landscape			\$1,000	FY2006
Parking Lot lights			\$5,000	FY2007
Paint hallways, trashrooms, elevator doors (5 floors)			\$20,000	FY2003
New chiller unit			\$100,000	FY2004
Butterfly loop/replace valves-basement			\$20,000	FY2005
Circ pumps			\$10,000	FY2005
Caulk windows			\$5,000	FY2007
Lobby/Community Room-New carpet			\$4,000	FY2003
Kitchens - Replace stove hood vent fans			\$4,800	FY2005
Appliance replacement			\$21,000	FY2007
Community Room-Openable windows			\$4,000	FY2006
Reflective window coverings			\$5,000	FY2007
Trash room floors-replace with sheet linoleum			\$2,000	FY2007
Floors- replace some hallway carpet (3 flrs) + dining room			\$15,000	FY2003
Paint lattice			\$7,500	FY2007
Paint fuel tank & gas line			\$500	FY2007
TV components replacement			\$6,000	FY2003
Lobby/Comm space furniture			\$5,000	FY2006

Total estimated cost over next 5 years	\$239,800.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-008	Evelyn Court	0	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Landscaping - Plantings/shrubs		\$1,000	FY2005
Seal Driveway		\$250	FY2004
Insulate crawl space		\$1,500	FY2004
Repair/replace flooring throughout		\$3,000	FY2003
Closet doors		\$5,000	FY2007
Total estimated cost over next 5 years		\$10,750.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-008	North Maple (Duplexes)	1	25%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$2,000	FY2006
Landscaping - Plantings/shrubs & reseed or fertilize front lawn		\$2,000	FY2003
Seal wood stairs/decks		\$1,000	FY2005
Appliance replacement		\$2,800	FY2006
Total estimated cost over next 5 years		\$7,800.00	

Optional 5-Year Action Plan Tables

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-008	Mallets Creek	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$3,000	FY2006
Landscaping - Plantings/shrubs & fertilize lawn			\$2,000	FY2005
Seal wood stairs/decks			\$1,500	FY2005
Appliance replacement			\$4,200	FY2006
Total estimated cost over next 5 years			\$10,700.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-008	Hillside	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe			\$2,000	FY2006
Landscaping - Plantings/shrubs & reseed/fertilize lawn			\$5,000	FY2003
Seal wood stairs/decks			\$3,000	FY2005
Appliance replacement			\$4,200	FY2006
Total estimated cost over next 5 years			\$14,200.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064	PHA-Wide	21	6%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
1406 Operations			\$0	FY2003
1408 Management Improvements				
Resident Training			\$15,000	FY2003
Security/Crime Elimination			\$0	FY2003
Staff Training			\$40,000	FY2003
Computer Software Upgrade			\$15,000	FY2003

Drug Elimination Efforts/PHDEP	\$435,000	FY2003
1410 Administrative Salaries		
Administrative Salaries	\$210,000	FY2003
1430 A & E Fees		
A & E Fees	\$172,000	FY2003
Advertisements	\$10,000	FY2003
Clerk of the Works	\$75,000	FY2003
1475 Non Dwelling Equipment (PHA-Wide)		
Maintenance Tools/Vehicle	\$28,000	FY2003
Office Equipment	\$25,000	FY2003
Computer Hardware Upgrade	\$37,500	FY2003
1490 Replacement Reserves	\$250,000	FY2003
Total estimated cost over next 5 years	\$1,312,500	

APPENDIX K

Substantial Deviation

“Substantial Deviation” from the five-year plan in the Agency Plan or “significant amendment or modification” of the Annual Plan requires the Ann Arbor Housing Commission to submit a revised “PHA Plan” that has met full public process requirements.

“Substantial Deviation” means a change in policy that redirects the Ann Arbor Housing Commission’s course and/or revises the mission, goals and objectives of the Ann Arbor Housing Commission.

“Significant amendment or modification” means changes to the Ann Arbor Housing Commission policies that reflect a directional shift from the published mission and policies included in the Annual and Agency Plan.

Changes in the following areas may qualify as a “significant amendment or modification”:

- 1) Changes to rent, i.e. increasing or decreasing minimum rent
- 2) Changes to Admission’s policies and organization of the waiting list
- 3) Additions of non-emergency work items, (items not included in the current Annual Statement or 5-year Action Plan), or a change in use of replacement reserve funds under the Capital Fund.
- 4) Changes in activities not included in the current PHDEG Plan that would change the programs focus, i.e., shifting from Reimbursement of Law enforcement to Tenant Patrols.
- 5) Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Changes to Ann Arbor Housing Commission internal policies that regulate administrative functions, such as, Check Signing Policy, Travel Policy, Vehicle Use Policy, are not included in the definitions or examples listed above.

Changes to Occupancy Policies (Public Housing and Section 8) that clarify or expound on existing policies included in the Agency Plan are not considered for the purpose of this definition.

Changes to policies included in the Annual Plan and Agency Plan that are as a result of regulatory requirements are also not considered by the Ann Arbor Housing Commission and the Department of Housing and Urban Development to be significant amendments.

APPENDIX L

Public Housing Drug Elimination Program Plan

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

Annual PHDEP Plan Table of Contents:

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

Section 1: General Information/History

A. Amount of PHDEP Grant \$0

B. Eligibility type (Indicate with an “x”) N1 _____ N2 _____ R

FFY in which funding is requested

D. Executive Summary of Annual PHDEP Plan

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

This plan is the continuation of a comprehensive drug elimination program involving community policing (over baseline services), prevention programs targeted to youth at risk and an intervention/treatment component primarily addressing adult needs.

E. Target Areas

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

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
S. Maple, N. Maple, Hikone, Green MI064-001	107	400
Partial Project MI064-008	10	30

F. Duration of Program

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

6 Months _____ 12 Months _____ 18 Months __X__ 24 Months _____ Other _____

G. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1996	\$172,000	MI28DEP0640196	-0-	09/30/98	09/30/98
FY 1997	\$103,200	MI28DEP0640197	-0-	09/18/99	09/18/99
FY 1998	\$108,600	MI28DEP0640198	-0-	N/A	09/30/00
FY 1999	\$ 79,399	MI28DEP0640199	-0-	N/A	09/30/01
FY 2000	\$ 82,750	MI28DEP0640100	\$27,250 **	N/A	09/30/02
FY2001	\$88,695	MI28DEP0640101	\$88,695*** N/A		09/30/03

** Estimate as of 3/31/02 based on actuals at 12/31/01

*** Program will commence 7/02.

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

AAHC’s target area encompasses our four major scattered public housing family sites ranging from 20-30 units each, plus two closely proximate smaller scattered family complexes of 4-6 units. This strategy is multi-pronged, in terms of contracting with the Ann Arbor Police Department for a community oriented policing team assigned solely to our target sites, to increase their presence above baseline service, contracting with four community-based non-profit service agencies, each linked to a specific site and providing prevention and intervention services dictated by the needs and desires of the residents at those sites. Our overriding goal is to eliminate drug use and drug-related activities at our sites and by our residents with an ultimate outcome of building youth and adult capacity to resist drugs and to improve self-sufficiency opportunities, through positive, constructive activities, educational programs, and family/community supportive services. Program monitoring takes place through regular monthly meetings of collaborative plan partners, submission of monthly reports, and through the annual resident safety/security survey results.

B. PHDEP Budget Summary

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

FY 2002 PHDEP Budget Summary

Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	\$26,000
9120 - Security Personnel	N/A
9130 - Employment of Investigators	N/A
9140 - Voluntary Tenant Patrol	N/A
9150 - Physical Improvements	N/A
9160 - Drug Prevention	\$46,500
9170 - Drug Intervention	\$10,000
9180 - Drug Treatment	N/A
9190 - Other Program Costs	\$6,195
	N/A
TOTAL PHDEP FUNDING	\$88,695

C. PHDEP Plan Goals and Activities

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

9110 - Reimbursement of Law Enforcement						Total PHDEP Funding: \$ 26,000	
Goal(s)	Eliminate the use of drugs and drug-related criminal activity						
Objectives	1) Increase visibility of police within the targeted communities 2) Increase resident involvement in drug/crime prevention through improved resident/COP communication and trust						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Foot, bike, car patrols			10/01/02	09/30/03	\$26,000	\$55,000 City Match	Per resident survey #4: decrease in perception of site-based drug use and drug-related activities
2. Surveillance			10/01/02	09/30/03			Per Police Reports: increase in police citation/conviction for site-based drug activity
3. Site Based meetings with Residents or Councils and event activities			10/01/02	09/30/03			Per resident survey (1-3): increase in resident perception of safety at site.

9120 - Security Personnel NOT APPLICABLE						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators NOT APPLICABLE						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							

9140 - Voluntary Tenant Patrol NOT APPLICABLE						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements NOT APPLICABLE						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ 46,500		
Goal(s)	Build youth and adult capacity to resist drugs and promote self-sufficiency through a variety of activities						
Objectives	1) Reach 75% of youth (ages 5 –17) through recreational/cultural, educational activities; and 25% of adults through family support and community building/organizing programs; 2) maintain 2 site-based resident councils, and seek to build one more.						
	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding Total \$46,500	Other Funding (Amount /Source) \$50K	Performance Indicators
1.Recreational/Cultural	50	Youth	07/01/03	06/30/04		Local Non-Profit	Increase youth engagement
2.Substance Abuse Educ.	50	Youth	07/01/03	06/30/04		CAN/PNC	Lower youth drug experimentation/use
3.Other Education	200	Youth	07/01/03	06/30/04		Com'ty Volunteers	Increase reading MEAP scores/ 3 rd graders; increase computer skills
4.Community Org/Building	35	Youth/Adult	07/01/03	06/30/04		PNC	Increase pride in community; engagement
5.Family Support Services	80	Adult	07/01/03	06/30/04		PNC/CAN/OCI	Reduce barriers to meeting basic needs

9170 - Drug Intervention					Total PHDEP Funding: \$ 10,000		
Goal(s)	Provide support or referral for treatment						
Objectives	To identify and support individuals seeking treatment or maintaining recovery						
Proposed Activities	# of Persons Served 20-25	Target Population	Start Date	Expected Complete Date	PHEDEP Funding \$10K	Other Funding (Amount /Source)	Performance Indicators
1. Referrals for treatment		Adults	07/01/03	06/30/04			Number of referrals versus follow through (50%)
2.Direct Substance abuse		Adults	07/01/03	06/30/04			Number completing

counseling							treatment and counseling
3.							

9180 - Drug Treatment						Total PHDEP Funding: \$0	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs						Total PHDEP Funds: \$6,250	
Goal(s)	To promote program accountability and collaboration among providers						
Objectives	Through regular communication and evaluation review.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Monthly Provider Mtgs			07/01/03	06/30/04	\$2,695 (Admin Salaries)	Comp Grant – resident initiatives	Program adjustments resulting from outcome monitoring
2. Annual Audit			08/02,08/03	10/02, 10/03	-0-	Low Rent operating Funds	Unqualified opinion by CPA on eligibility, efficacy and timeliness of fund use.
3. Annual Resident Survey/Program Evaluation			12/02	01/03	\$3,000	-0-	Improvement in resident perception of safety and drug-related activities on sites.
4. All site events			8/02	05/03	\$ 500	Community Donations	Maintain or Increase Participation

Section 3: Expenditure/Obligation Milestones

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

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	<i>Activities 1 - 3</i>	50%- \$13,000	<i>Activities 1 - 3</i>	100% - \$26,000
9120				
9130				
9140				
9150				
9160	<i>Activities 1 - 5</i>	50%- \$22,750	<i>Activities 1 - 5</i>	100% - \$46,500
9170	<i>Activities 1 ,2</i>	50%- \$5,000	<i>Activities 1 ,2</i>	100% - \$10,000
9180				
9190	<i>Activities 1 ,2,4</i>	29%- \$2,100	<i>Activities 1 - 4</i>	100% - \$6,195
TOTAL		41% \$42,850		100% - \$88,695

Section 4: Certifications

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

Appendix M

Comments of Resident Advisory Board and from Public Hearing

The Resident Advisory Board met on 3/18/02 and the Public Hearing was held on 3/20/02. Resident Advisory Board members received copies of the draft Annual and Five-Year Plan at their February 2002 meeting. There were no comments at the 3/18/02 meeting. No written comments were received from the public at large or Legal Services. At the 3/20/2002 Public Hearing, two residents offered comments:

Deborah Gibson: Spoke to the issue of homelessness and the need for continued and expanded supported housing. She tied her concerns over this issue to the Agency's admission policies and preferences, stating that many homeless persons can lead contributory lives when stable, supported housing is available.

Commission Response: The Commission acknowledges the expressed concern for the homeless and the need for supportive services within housing. The Commission has gone to great lengths to provide full-time supportive services in its two largest elder/disabled facilities. Within the Ann Arbor community, several non-profit attempts to specifically address supported housing for former homeless and/or disabled individuals and the City/County is working toward the construction of a full-service homeless shelter that will include medical, mental health and vocational counseling, in addition to food and lodging. The AAHC experience when Homelessness was a mandated preference was not positive, in the sense that the majority of those individuals did not successfully transition to independent living and generally were evicted within 12-18 months. The primary causes for eviction were lodgers and boarders (providing shelter for other homeless friends) and substance abuse issues. The Commission also experienced a higher degree of resident anxiety over safety because of "traffic" in and out of the buildings by non-resident "guests". For these reasons, the Commission is unwilling to revert back to a preference for the homeless.

Greg Daniels: Commented that he thought the plan was well done.