

**Annual PHA Plan**  
**PHA Fiscal Year 2004**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**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.

**This plan calls for the PHA to continue improving the quality of its housing stock by using its capital fund to make its units more competitive with the private sector. The PHA proposes to use future CAP fund allocation to secure financing, which will fund needed exterior improvements at Belrose Manor (K1-05).**

**The plan calls for the Housing Authority to maximize the effectiveness of both its public housing and Section 8 programs to more fully utilize the funding and maximize the number of households assisted by the PHA. The PHA plans to continue promoting its newly adopted Section 8 policy that allows housing choice vouchers to be used to support homeownership initiatives, authorizing first-time homebuyers to use the voucher to help defray mortgage payments. It also calls for the PHA to access other funding resources in order for the PHA to expand its role as a provider of affordable housing in the community. To that end, senior staff will continue to train in the areas of asset management, development/financing strategies, and assisted living financing.**

**The PHA will continue to implement policies that help program participants complete their HS education, pursue a post secondary education, acquire training and/or find employment in an effort to increase their incomes and achieve economic independence. To that end the PHA will also continue implementing the ROSS program in partnership with Heart of America Family services and will continue its partnership with KU GearUp and Youthbuild to promote self-sufficiency among public housing youth and adults alike.**

# **Annual Plan Table of Contents**

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## **Attachments**

### **Required Attachments:**

<b>X</b> Admissions Policy for Deconcentration .....	ks001a01
<b>X</b> Capital Fund Program Annual Statement & 5-Year Action Plan.....	ks001b01
<b>X</b> Performance & Evaluation Report Capital fund Program - KS16P9001708.....	ks001b02
<b>X</b> Performance & Evaluation Report Capital fund Program - KS16P00150100.....	ks001b03
<b>X</b> Performance & Evaluation Report Capital fund Program - KS16P00150101.....	ks001b04
<b>X</b> Performance & Evaluation Report Capital fund Program - KS16P00150102.....	ks001b05
<b>X</b> Summary of Progress of the Five-year Plan .....	ks001c01
<b>X</b> Resident Membership of the PHA Governing Board and Residents Advisory Boards.....	ks001d01
<b>X</b> Voluntary Conversion Required Initial Assessment .....	ks001e01
<b>X</b> RASS Follow-Up Plan (2001 REAC).....	ks001f01

### **Optional Attachments:**

<b>X</b> Comments of Resident Advisory Board or Boards .....	ks001g01
<b>X</b> PHA Pet Policy.....	ks001h01
<b>X</b> Policy Allowing Housing Choice Vouchers to Create Homeownership Opportunities .....	ks001i01

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
YES	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
YES	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
YES	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
YES	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
YES	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
YES	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
YES	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	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
YES	Public housing rent determination policies, including the methodology for setting public housing flat rents <b>X</b> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
YES	Schedule of flat rents offered at each public housing development <b>X</b> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
YES	Section 8 rent determination (payment standard) policies <b>X</b> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
YES	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
YES	Public housing grievance procedures. <b>X</b> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
YES	Section 8 informal review and hearing procedures <b>X</b> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
YES	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
NO	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
YES	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
NO	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
YES	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NO	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
YES	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
YES	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
YES	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
YES	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
NO	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
YES	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
YES	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
YES	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
NO	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Location
Income <= 30% of AMI	5,778	N/A	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	5,961	N/A	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	8,823	N/A	N/A	N/A	N/A	N/A	N/A
Elderly	12,411	N/A	N/A	N/A	N/A	N/A	N/A
Families W/Disabilities	11,176	N/A	N/A	N/A	N/A	N/A	N/A
White	19,058	N/A	N/A	N/A	N/A	N/A	N/A
Black	10,920	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	5,037	N/A	N/A	N/A	N/A	N/A	N/A
All other	1,211	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 1999 State Consolidated Plan with updates – 2001 KCK Consolidated Plan
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year: 2000
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

## 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)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" 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:			
	<b>Number of Families</b>	<b>Percent of Total Families</b>	<b>Annual Turnover</b>
Waiting list total	217		871
Extremely low income (<=30% AMI)	205	94%	
Very low income (>30% but <=50% AMI)	12	6%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	101	47%	
Elderly families	4	2%	
Families with Disabilities	17	8%	
Race/ethnicity (2)	169	78%	
Race/ethnicity (1)	38	18%	
Race/ethnicity (4)	2	1%	
Race/ethnicity	8	4%	
Characteristics by Bedroom Size (Public Housing Only)			
1 Bedroom	116	53%	323
2 Bedrooms	74	34%	340
3 Bedrooms	18	8%	176
4 Bedrooms	4	2%	31
5 Bedrooms	3	1%	1
5+ Bedrooms	2	1%	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: Adopt and implement policies to support and encourage the pursuit of self-sufficiency through education and job training

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: **Continue to pursue development of assisted housing.**

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2002 grants)</b>		
a) Public Housing Operating Fund	<b>\$4,417,416</b>	
b) Public Housing Capital Fund	<b>\$3,027,123</b>	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	<b>\$4,654,564</b>	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	<b>0</b>	
g) Resident Opportunity and Self-Sufficiency Grants	<b>0</b>	
h) Community Development Block Grant	<b>0</b>	
i) HOME	<b>0</b>	
Other Federal Grants (list below)	<b>N/A</b>	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>CFP – KS16P001501-02</b>	<b>\$2,340,333</b>	<b>Public Housing Capital Improvements</b>
<b>ROSS – KS01RSF001P0095</b>	<b>\$107,874</b>	<b>Resident Opportunity &amp; Self-Sufficiency</b>
<b>URP – KS16URD001D101</b>	<b>\$837,097</b>	<b>HOPE VI Demolition Grant</b>
<b>3. Public Housing Dwelling Rental Income</b>	<b>\$3,203,701</b>	<b>Public Housing Operation</b>
<b>4. Other income (list below)</b>		
<b>Interest Income</b>	<b>\$67,678</b>	<b>Public Housing Operation</b>
<b>Other Income</b>	<b>\$306,718</b>	<b>Public Housing Operation</b>
<b>4. Non-federal sources (list below)</b>		
<b>TOTAL RESOURCES</b>	<b>19,007,504</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

##### **(1) Eligibility**

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- When families are within a certain number of being offered a unit: (state number)
  - When families are within a certain time of being offered a unit: (state time)
  - Other: (describe)
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
  - Rental history
  - Housekeeping
  - Other (describe)
- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

##### **(2)Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- Community-wide list
  - Sub-jurisdictional lists
  - Site-based waiting lists
  - Other (describe)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
  - PHA development site management office
  - Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
1. How many site-based waiting lists will the PHA operate in the coming year? **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?
- b. Transfer policies: In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
  - Overhoused
  - Underhoused
  - Medical justification
  - Administrative reasons determined by the PHA (e.g., to permit modernization work)
  - Resident choice: (state circumstances below)
  - Other: (list below)

c. Preferences

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

**(5) Occupancy**

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

**1 Date and Time**

Former Federal preferences:

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

Other preferences (select all that apply)

3 Working families and those unable to work because of age or disability

Veterans and veterans' families

4 Residents who live 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)

4. Relationship of preferences to income targeting requirements:

The PHA applies preferences within income tiers

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

### **(5) Occupancy**

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

The PHA-resident lease

The PHA's Admissions and (Continued) Occupancy policy

PHA briefing seminars or written materials

Other source (list)

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

At an annual reexamination and lease renewal

Any time family composition changes

At family request for revision

Other (list)

### **(6) Deconcentration and Income Mixing**

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

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

- c. If the answer to b was yes, what changes were adopted? (select all that apply)
- Adoption of site-based waiting lists. If selected, list targeted developments below:
  - Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments. If selected, list targeted developments below:
  - Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
  - Other (list policies and developments targeted below)
- d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?
- e. If the answer to d was yes, how would you describe these changes? (select all that apply)
- Additional affirmative marketing
  - Actions to improve the marketability of certain developments
  - Adoption or adjustment of ceiling rents for certain developments
  - Adoption of rent incentives to encourage deconcentration of poverty and income mixing
  - Other (list below)
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
  - List (any applicable) developments below:
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
  - List (any applicable) developments below:

## B. Section 8

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

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)

- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below: **On a case-by-case basis.**

(4) Admissions Preferences

- a. Income targeting

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

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
  
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

**1** Date and Time

Former Federal preferences

- 2** Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2** Victims of domestic violence
- 2** Substandard housing
- 2** Homelessness
- 2** 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
- 5** Residents who live 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

X Other preferences:

**3 Adult children of current Section 8 or Public housing residents, who are currently enrolled in a Post Secondary Education Program.**

**4 Adult children of residents who live in the jurisdiction, who are enrolled in a Post Secondary Education program**

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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---

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

b. Minimum Rent

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

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

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

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

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

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: **The PHA employs a flat rent at the option of the resident. Flat rents are based on bedroom size: 0 Bedrooms - \$240/mon; 1 Bedrooms - \$342/mon; 2 Bedrooms - \$397/mon; 3 Bedrooms - \$486/mon; 4 Bedrooms - \$504/mon; 5 Bedrooms - \$575/mon, and 6 Bedrooms - \$723/mon**

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

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

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> 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: 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 change, positive or negative. If negative, PHA does rent change. If positive, PHA waits until recertification, unless resident is at “0” rent.
  - Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)
  - Other: **Any time the family experiences a change in family composition**
- g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?
- h. Flat Rents: 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: **Comparison to average Section 8 rents paid currently.**

## B. Section 8 Tenant-Based Assistance

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

### (1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA’s payment standard? (select the category that best describes your standard)
- At or above 90% but below 100% of FMR
  - 100% of FMR
  - Above 100% but at or below 110% of FMR
  - Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- FMRs are adequate to ensure success among assisted families in the PHA’s segment of the FMR area
  - The PHA has chosen to serve additional families by lowering the payment standard
  - Reflects market or submarket
  - Other (list below)

- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
  - Reflects market or submarket
  - To increase housing options for families
  - Other (list below)
- d. How often are payment standards reevaluated for adequacy? (select one)
- Annually
  - Other (list below)
- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
- Success rates of assisted families
  - Rent burdens of assisted families
  - Other (list below)

## **(2) Minimum Rent**

- a. What amount best reflects the PHA's minimum rent? (select one)
- \$0
  - \$1-\$25
  - \$26-\$50
- b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1,750	450
Section 8 Vouchers	954	156
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs: ROSS	62	8

**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:
- (2) Section 8 Management:

**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)
  - 1) Informal and Formal Hearings
  - 2) Hearing Officers
  
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 **ks001b01**

**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 **ks001b01**

## **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: **K1-1 Juniper Gardens**
- 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: **K1-1 Juniper Gardens**
- 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.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Juniper Gardens Family development
1b. Development (project) number: <b>K1-1</b>
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application <b>approved</b> , submitted, or planned for submission: Appr: 09/05/2002
5. Number of units affected: 125
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 11/07/2002 b. Projected end date of activity: 01/05/2004

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name: <b>Glanville Towers</b> <b>Westgate Towers</b>	
1b. Development (project) number: <b>K1-17 &amp; K1-20</b>	
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> <b>X</b> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> <b>X</b>	
4. Date this designation approved, submitted, or planned for submission: <b>(31/01/04)</b>	
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> <b>X</b> Revision of a previously approved Designation Plan?	
6. Number of units affected: <b>271</b>	
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> <b>X</b> 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.  **X** 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  **X** 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.

<b>Conversion of Public Housing Activity Description</b>
1a. Development name: <b>Juniper Gardens</b>
1b. Development (project) number: <b>K1-1</b>
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input checked="" 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 checked="" 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 checked="" type="checkbox"/> Conversion Plan submitted to HUD on: <b>03061999</b> <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: <b>Approved 11/16/01</b> <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.)

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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 has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)? If yes, what was the date that agreement was signed? 06/13/01

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
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)
<b>ROSS Grant (K1-01)</b>	62	TANF Recipients	Heart of America Family Services – On-site on K1-01	All Public Housing Residents
<b>Youth Build</b>	23 participants	HS Dropouts	United Way of Wyandotte County	HS Dropouts ages 16-24
<b>KU GearUp:</b> College preparatory, academic support & scholarships	350 students	HS & Middle School Students ages 11-18	University of Kansas Academic Programs for Excellence	Public Housing Residents
<b>KIDZONE:</b> Before & after-school Cultural, academic, social & artistic enrichment	125	Set-aside slots for elementary school students in public housing.	KCK Public Schools – Prevention Programs	KCK Public School students attending Elementary School
<b>Project Discovery:</b> after-school tutoring, mentoring & support	65	50 slots set-aside for public housing youth	KCK Public Schools – Prevention Programs	KCK Public School students attending Middle & High School
<b>Summer Youth Sports Program:</b> Sports, recreation & academic	300	60 Slots set-aside for public housing youth	KCK Community College	All KCK youth ages 10-15
<b>Trips for Kids/Wrench-a-Bike</b>	200	48 Slots set-aside for public housing youth	Trips for Kids	All youth ages 10 to 15

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: 12/01/03)
Public Housing - ROSS Grant (K1-01)	62 Participants	62 participants

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)

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

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

3. Which developments are most affected?

- K1-01 – Juniper Gardens**
- K1-02 – St. Margaret’s**
- K1-05 – Belrose Manor**
- K1-12 Chalet Manor**

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

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

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

2. Which developments are most affected? **All Developments**

**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? **All**

**D. Additional information as required by PHDEP/PHDEP Plan**

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

- 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 2001 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment.

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

The PHA “Pet Policy” is included in this plan as **Attachment ks001h01**

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
  
2. What types of asset management activities will the PHA undertake? (select all that apply)  
 Not applicable  
 Private management  
 Development-based accounting  
 Comprehensive stock assessment  
 Other:
  
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 **ks001g01**  
 Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments (list changes below:  
 Other: Most comments were positive and supportive.

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction:

**Unified Government of Wyandotte County/Kansas City Kansas**

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:

- Public facility improvements
- Demolition of vacant and unsafe structures

Programs that provide increased homeownership opportunities  
Economic development activities for job creation and development

**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.

- X Admissions Policy for Deconcentration ..... ks001a01
- X Capital Fund Program Annual Statement & 5-Year Action Plan..... ks001b01  
(KS16P9001706 – KS16P001707 – KS16P001708 – KS16P00150100)
- X Summary of Progress of the Five-year Plan .....ks001c01
- X Resident Membership of the PHA Governing Board  
and Residents Advisory Boards.....ks001d01
- X Voluntary Conversion Required Initial Assessment .....ks001e01
- X RASS Follow-Up Plan (2001 REAC).....ks001f01
- X Comments of Resident Advisory Board or Boards.....ks001g01
- X Public Housing Asset Management Table .....ks001h01
- X PHA Pet Policy.....ks001h01
- X Policy Allowing Housing Choice Vouchers to Create  
Homeownership Opportunities .....ks001i01

**Attachment “a01”**  
**Methods of Administration of Low-Rent Housing under Title VI**  
**Of the Civil Rights Act of 1964**  
**for the Housing Authority of the City of Kansas City, Kansas**

*Whereas, it was deemed necessary to establish methods of Administration of the Housing Authority's low-rent housing project receiving Federal financial assistance under the United States Housing Act of 1937, as amended, in order to fulfill the Housing Authority's responsibilities pursuant to Title VI of the Civil Rights Act of 1964. The following Methods of Administration, a copy of which will be conspicuously posted in all Authority facilities which are open to the public, have been adopted for use by the Kansas City, Kansas Housing Authority pursuant to Title VI of the Civil Rights Act of 1964.*

1. This Authority does not discriminate on the grounds of race, color, sex, religion, handicap or national origin in any phase of its operation. Further, there shall be no intimidatory or retaliatory action by this Authority or its staff against any applicant or Resident because of participation in civil rights activities or for having asserted any of his/her rights under the Civil Rights Act and the regulations and requirements pursuant thereto.
2. Applications for housing will be accepted between the hours of 7:00am and 5:00pm, Monday through Friday, at the following address: 1124 North 9th Street, Kansas City, Kansas 66101.
3. Such location of facilities for filing of applications for tenancy and such circumstances for acceptance of applications will afford the applicant the greatest opportunity of his/her rights under the Resident Selection and Assignment Plan adopted by the Local Authority. Applications filed shall be dated and time-stamped.
4. Each applicant shall be assigned his/her appropriate place on a community wide basis in sequence based upon date and time his/her application is received, suitable type or size of unit, and factors affecting preference or priority established by the Local Authority's regulations, which are not inconsistent with the objectives of Title VI of the Civil Rights Act of 1964 and Department of Housing and Urban Development regulations and requirements pursuant thereto.
5. Our plan for selection of residents and their assignment to dwelling units is as follows:  
  
Plan A: Consistent with Section 513 of the Quality Housing and Work Responsibility Act of 1998, with respect to income targeting, offers shall be made first in locations targeted by the Local Authority. The Local Authority shall target two developments per quarter to promote de-concentration of poverty in public housing. The first target area will be designated to higher income applicants and the second area shall be designated for very low incomes. If an applicant's annual income is above 50% of Median Area Income (MAI) the offer shall first be made in targeted locations having

the lowest percentage of residents above 50% of MAI. If an applicant's annual income is below 30% of MAI the offer shall first be made in targeted locations having the lowest percentage of residents below 30% of MAI. If the applicant rejects this first offer subsequent offers will be consistent with Plan B.

Plan B: (1) If there is a suitable vacant unit in more than one location, the applicant shall be offered the unit at the location that contains the largest number of vacancies. If the applicant rejects the first vacancy offered, he/she shall be offered a suitable unit at a location containing the next highest number of vacancies. If the applicant rejects three such offers, he/she shall be placed on the bottom of the eligible list. The Local Authority shall make all such offers in sequence and there must be a rejection of a prior offer before the applicant may be offered another location.

(2) If there are only two locations at which suitable vacancies exist, the applicant shall be offered the unit at the location that contains the largest number of vacancies. If the applicant rejects the first vacancy offered, he/she shall be offered a suitable unit at a location containing the next highest number of vacancies. If the applicant rejects the second, his/her name shall be placed on the bottom of the eligible list. The Local Authority shall make all such offers in sequence and there must be a rejection of a prior offer before the applicant may be offered another location.

(3) If there is only one location at which suitable vacancies exist, , the applicant shall be offered the unit at that and if the applicant rejects such offer, he/she shall be given a second offer of a suitable vacancy as soon as one becomes available. If he/she rejects the second offer, he/she shall be placed on the bottom of the eligible list. The Local Authority shall make all such offers in sequence and there must be a rejection of a prior offer before the applicant may be offered another location.

6. Applicants may reject offers of vacancies without being moved from their place on the eligible applicant's list in case of hardship or handicap not related to consideration of race, color, or national origin, as follows:
  - a. If the applicant is willing to accept the unit offered but is unable to move at the time of the offer and presents clear evidence of his/her inability to move to the Local Authority's satisfaction, refusal of the offer shall not count as one of the number of allowable refusals permitted the applicant before placing his/her name at the bottom of the eligible applicant list.
  - b. If an applicant presents to the satisfaction of the Local Authority clear evidence that acceptance of a given offer of a suitable vacancy will result in undue hardship or handicap not related to consideration of race, color, or national origin, such as inaccessibility to source of employment, children's daycare center, and the like, refusal of such offer shall not be counted as one of the number of allowable refusals permitted the applicant before placing his/her name at the bottom of the eligible applicant list.

7. For the purpose of making offers, each development project shall be considered a separate location, including those developments, which are scattered sites.
8. The Local Authority shall maintain a record of the vacancies offered, including location, date, and circumstances of each offer and each rejection or acceptance.
9. Reassignments or transfers to other dwelling units:

Reassignments or transfers to other dwelling units will be made without regard to race, color, or national origin as follows: Residents will not be transferred to a dwelling unit of equal size either within a development or between developments, except for alleviating hardships as determined by the Executive Director or his/her designee. Transfers within developments shall be made to correct occupancy standards. Transfers between developments shall be made for families requiring larger size units which do not exist with the development; i.e. residents requires a five-bedroom unit and lives in development A which has only one four-bedroom unit. This resident may, therefore, be considered for a transfer to a development containing five-bedroom units.

10. This Authority will receive and process complaints from or on behalf of any person who believes him/herself to be subject to discrimination by this Authority or its staff, and will keep record of each complaint by whom made, investigation and hearing (if any), and evaluation. The filing of a complaint with this Authority will not prevent the subsequent filing of a complaint with the Department of Housing and Urban Development. Posted in all development offices for public information and inspection is a copy of the Grievance Procedure of the Housing Authority of the City of Kansas City, Kansas.
11. This Authority will periodically review its practices to assure that they are in conformity with its obligations under the regulations and requirements of the Department of Housing and Urban Development.
12. This Authority will make quarterly reports to the Department of Housing and Urban Development, giving the number of complaints and all related data with regard to such complaints, or reporting that there have been no complaints (if applicable) for the quarter covered with regard to complaints about discrimination.

RESOLUTION NO. 2351

**AMENDING THE METHODS OF ADMINISTRATION  
TO INCLUDE INCOME TARGETING**

WHEREAS, Section 513 of the Quality Housing and Work Responsibility Act of 1998 requires Public Housing Authorities to promote de-concentration of poverty in Public Housing, and;

WHEREAS, the Housing Authority's current system of offers, established by the Methods of Administration, is inadequate to effect the necessary de-concentration, and;

WHEREAS; Board approval is necessary to amend the Methods of Administration,

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the Methods of Administration are amended, as attached, to reflect necessary changes to the Methods of Administration.

APPROVED AT THE ANNUAL MEETING JUNE 17, 1999

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

PHA Name:  Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150104 Replacement Housing Factor Grant No:	Federal FY of Grant:  2004
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Original Annual Statement       Reserve for Disasters/Emergencies       Revised Annual Statement (Revision No.: )  
 Performance and Evaluation Report for Period Ending: 9/30/0       Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$125,000.00			
4	1410 Administration	\$275,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$175,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$330,000.00			
10	1460 Dwelling Structures	\$2,055,123.00			
11	1465.1 Dwelling Equipment-Nonexpendable	\$39,000.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$34,000.00			
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$39,000.00			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$3,072,123.00		\$0.00	\$0.00
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

<b>PHA Name:</b> Kansas City Kansas Housing Authority	<b>Grant Type and Number</b> Capital Fund Program No: KS16P00150104 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2004
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Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-2 St. Margaret's Park	Central Air Conditioning	1460		\$328,000.00				
K1-4 Wyandotte Tower	Serv. Drive Repl/Conc. Rep.	1450		10,000.00				
K1-6E Douglas Heights	Interior Modernization	1460	39	780,000.00				
	Relocation	1495.1	39	39,000.00				
	Appliances	1465.1	39	39,000.00				
	Sewer Repair	1460		25,000.00				
K1-7 Scattered Sites	Roof Replacement	1460	6	70,000.00				
K1-11 Grandview Park	Siding Repairs	1460		275,123.00				
K1-12 Chalet Manor	Roof Replacement	1460	17	285,000.00				
K1-14 Bethany Tower	Roof Replacement	1460	1	115,000.00				
K1-15 Scattered Sites	Roof Replacement	1460	20	107,000.00				
K1-20 Westgate Tower	Site Improvements	1450		25,000.00				





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

HAName: Kansas City, Kansas Housing Authority		Locality: (City/County & State) Kansas City, Wyandotte County, Kansas		<u>  X  </u> Original <u>      </u> Revision No. <u>      </u>		
Development Number/Name/HA-Wide	Work Statement For Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008	
K1-1 Juniper Gardens	S E E  A N N U A L  S T A T E M E N T	\$51,722.00			\$439,123.00	
K1-2 St. Margaret's Park		\$99,223.00				
K1-3 Cyrus K. Holiday		\$319,223.00				
K1-4 Wyandotte Towers				\$451,509.00		
K1-5 Belrose Manor					\$100,000.00	\$100,000.00
K1-6 Douglas Heights			\$643,723.00		\$30,000.00	
K1-7 Scattered Sites				\$80,000.00		
K1-9 Scattered Sites				\$101,000.00		
K1-10 Scattered Sites				\$250,000.00		
K1-11 Grandview Park			\$140,000.00			
K1-12 Chalet Manor			\$51,723.00			\$200,000.00
K1-13 Welborn Villa				\$17,204.00		
K1-14 Bethany Tower						
K1-15 Scattered Houses			\$107,509.00	\$108,000.00	\$118,000.00	\$118,000.00
K1-17 Glanville Tower				\$360,000.00	\$822,000.00	\$816,000.00
K1-18 Rosedale Tower			\$75,000.00	\$310,204.00	\$400,000.00	
K1-20 Westgate Tower						\$25,000.00
K1-23 Scattered Sites				\$30,000.00		
K1-24 Plaza Tower			\$75,000.00	\$35,206.00	\$30,000.00	
K1-ALL			\$1,509,000.00	\$1,329,000.00	\$1,572,123.00	\$1,374,000.00
CFP Funds Listed for 5-Year Planning		\$3,072,123.00	\$3,072,123.00	\$3,072,123.00	\$3,072,123.00	
Replacement Housing Factor Funds						

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

Activities for Year 1	Activities For Year 2 FFY Grant: 2005 PHA FY: 2005			Activities For Year 3 FFY Grant: 2006 PHA FY: 2006		
	Development Number/ Name	Major Work Categories	Estimated Cost	Development Number/Name	Major Work Categories	Estimated Cost
S E E  A N N U A L  S T A T E M E N T	K1-2 St. Margaret's Park			K1-4 Wyandotte Tower	Exterior Cleaning and Painting	\$451,509.00
	and K1-3 Cyrus Holiday	Exterior Repair and Painting	\$95,000.00	K1-7 Scattered Sites	Central Air Conditioning	\$80,000.00
	K1-3 Cyrus K. Holiday	Central Air Conditioning	\$220,000.00	K1-9 Scattered Sites	Central Air Conditioning	\$101,000.00
	K1-1 Juniper Gardens, K1-2 St. Margaret's, K1-3 Cyrus			K1-10 Scattered Sites	Parking Lots	\$250,000.00
	Holiday, K1-6 Douglas Heights,			K1-15 Scattered House	Interior Modernization (Phase 1)(4)	\$100,000.00
	and K1-12 Chalet Manor	Playground Improvements	\$258,614.00		Relocation	\$4,000.00
	K1-6E Douglas Heights	Interior Repair Phase 3	\$500,000.00		Appliances	\$4,000.00
		Relocation	\$23,000.00	K1-17 Glanville Tower	Fire Sprinklers (Common Area)	\$360,000.00
		Appliances	\$19,000.00	K1-18 Rosedale Tower	Fire Sprinklers (Common Area)	\$275,000.00
		Site Improvements	\$50,000.00	K1-13 Welborn Villa,		
	K1-11 Grandview Park	Central Air Conditioning	\$140,000.00	K1-18 Rosedale Tower,		
	K1-15 Scattered Houses	Exterior Repair/Painting	\$107,509.00	and K1-24 Plaza Tower	Site Improvements	\$51,614.00
	K1-18 Rosedale Tower			K1-18 Rosedale Tower		
	and K1-24 Plaza Tower	Emergency Generators	\$150,000.00	and K1-24 Plaza Tower	Retube Boilers	\$36,000.00
	K1-ALL	Crack Repair/Sealcoat/Restrip		K1-23 Scattered Sites	Garage Doors	\$30,000.00
		Parking Lots	\$120,000.00	K1-ALL	Architecture/Engineering	\$120,000.00
	K1-ALL	Architecture/Engineering	\$150,000.00		Administration	\$300,000.00
		Administration	\$300,000.00		Management Improvements	
		Management Improvements			Janitor	\$20,000.00
		Janitor	\$20,000.00		Rehab Crew	\$80,000.00
		Rehab Crew	\$80,000.00		Truck	\$34,000.00
		Truck	\$34,000.00		Security Coordinator/Advisor	\$25,000.00
		Computer Equipment Upgrades	\$30,000.00			
		Security Coordinator/Advisor	\$25,000.00	K1-ALL	Debt Service	
	K1-ALL	Debt Service			Maintenance Facility and	
		Maintenance Facility and			Replacement Housing	\$750,000.00
		Replacement Housing	\$750,000.00			
Total CFP Estimated Cost			\$3,072,123.00	Total CFP Estimated Cost		\$3,072,123.00

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

Activities For Year 4 FFY Grant: 2007 PHA FY: 2007			Activities For Year 5 FFY Grant: 2008 PHA FY: 2008		
Development Number/ Name	Major Work Categories	Estimated Cost	Development Number/Name	Major Work Categories	Estimated Cost
K1-5 Belrose Manor	Fencing	\$100,000.00	K1-1Juniper Gardens	Exterior Repair and Painting	\$439,123.00
K1-6F Douglas Heights	Parking Area Improvement	\$30,000.00	K1-5 Belrose Manor	Fencing	\$100,000.00
K1-15 Scattered Houses	Interior Modernization (Phase 2)	\$110,000.00	K1-12 Chalet Manor	Exterior Repair and Painting	\$200,000.00
	Relocation	\$4,000.00	K1-15 Scattered Houses	Interior Modernization (Phase 3)	\$110,000.00
	Appliances	\$4,000.00		Relocation	\$4,000.00
K1-17 Glanville Tower	Interior Modernization (Phase 1)	\$750,000.00		Appliances	\$4,000.00
	Relocation	\$36,000.00	K1-17 Glanville Tower	Interior Modernization (Phase 2)	\$750,000.00
	Appliances	\$30,000.00		Relocation	\$36,000.00
	Sewer Line Replacement	\$6,000.00		Appliances	\$30,000.00
K1-18 Rosedale Tower	Fire Sprinkler (Common Area)	\$370,000.00	K1-20 Westgate Tower	Interior Fire Door Replacement	\$25,000.00
K1-18 Rosedale Tower & K1-24 Plaza Tower	Reinsulation of Mechanical Piping	\$60,000.00	K1-6, 17, & 24 Highrises	Exterior Door Replacement	\$80,000.00
			All Highrises	HVAC Water Treatment	\$60,000.00
K1-ALL	Landscaping	\$223,123.00			
K1-ALL	Architecture/Engineering	\$120,000.00	K1-ALL	Architecture/Engineering	\$120,000.00
	Administration	\$300,000.00		Administration	\$240,000.00
	Management Improvements			Management Improvements	
	Janitor	\$20,000.00		Janitor	\$20,000.00
	Rehab Crew	\$80,000.00		Rehab Crew	\$80,000.00
	Truck	\$34,000.00		Truck	\$34,000.00
	Car	\$20,000.00		Car	\$20,000.00
	Security Coordinator/Advisor	\$25,000.00		Security Coordinator/Advisor	\$25,000.00
				Computer Upgrades	\$25,000.00
K1-ALL	Debt Service		K1-ALL	Debt Service	
	Maintenance Facility and Replacement Housing	\$750,000.00		Maintenance Facility and Replacement Housing	\$750,000.00
<b>Total CFP Estimated Cost</b>		<b>\$3,072,123.00</b>	<b>Total CFP Estimated Cost</b>		<b>\$3,152,123.00</b>

**Annual Statement  
Part 1: Summary  
Comprehensive Grant Program**

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

PHA Name: Kansas City, Kansas Housing Authority	Comprehensive Grant Number: KS16P001708	FFY of Grant Approval: 1999
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Original Annual Statement     
  Reserve for Disasters/Emergencies     
  Revised Annual Statement/Revision Number  
 Performance and Evaluation Report For Program Ending 09/30/     
  Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$140,000.00		\$140,000.00	\$140,000.00
4	1410 Administration	\$155,442.00		\$155,442.00	\$155,442.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$441,392.00		\$441,392.00	\$441,392.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$2,360,564.00		\$2,360,564.00	\$2,360,564.00
11	1465 Dwelling Equipment-Nonexpendable	\$424,291.00		\$424,291.00	\$424,291.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$41,114.00		\$41,114.00	\$41,114.00
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1495 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency				
19	Amount of Annual Grant (Sum of Lines 2 to 18)	\$3,562,803.00		\$3,562,803.00	\$3,562,803.00
20	Amount of Line 19 Related to LBP Activities				
21	Amount of Line 19 Related to Section 504 Compliance				
22	Amount of Line 19 Related to Security				
23	Amount of Line 19 Related to Energy Conversation Measures				

Signature of Executive Director and Date	Signature of Public Housing Director/Office of Native American Programs Administrator and Date
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**Annual Statement**  
**Part II: Supporting Pages**  
**Comprehensive Grant Program (CGP)**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-1 Juniper Gardens	Plan Implementation	1460		\$16,771.00		\$16,771.00	\$16,771.10	Complete
	Relocation	1495.1		\$0.00		\$0.00	\$0.00	
K1-4 Wyandotte Towers	Heat Pump Replacement	1465.1	317	\$295,587.00		\$295,587.00	\$295,586.54	Complete
	Interior Repair	1460		\$400,000.00		\$400,000.00	\$400,000.00	Complete
	Appliances	1465.1		\$0.00		\$0.00	\$0.00	
K1-6E Douglas Heights	Sprinklers (Common Area)	1460		\$340,454.00		\$340,454.00	\$340,453.68	Complete
K1-6F Douglas Heights	Interior Repairs	1460	10	\$493,350.00		\$493,350.00	\$493,349.51	Complete
K1-13 Welborn Villa	Exterior Repairs	1460		\$80,420.00		\$80,420.00	\$80,420.00	Complete
K1-14 Bethany Tower	Interior Unit Repair(Sprinklers)	1460		\$673,463.00		\$673,463.00	\$673,464.37	Complete
	Relocation	1495.1		\$0.00		\$0.00	\$0.00	
	Appliances	1465.1		\$0.00		\$0.00	\$0.00	
K1-18 Rosedale Tower	A/C Condenser Replacement	1465.1	1	\$128,704.00		\$128,704.00	\$128,703.65	Complete
	Roof Replacement	1460	1	\$115,203.00		\$115,203.00	\$115,203.13	Complete
K1-20 Westgate Tower	Roof Replacement	1460	1	\$118,329.00		\$118,329.00	\$118,329.00	Complete
K1-4, 6, 13, 14, 17, 18, 20 and 24	Security Cameras and Lighting	1460		\$0.00		\$0.00	\$0.00	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

**Annual Statement**  
**Part II: Supporting Pages**  
**Comprehensive Grant Program (CGP)**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-6E, 14, 17, 18, 20, and 24	Electrical Updates	1460	816	\$122,574.00		\$122,574.00	\$122,573.84	Complete
K1-ALL	Architecture / Engineering	1430		\$441,392.00		\$441,392.00	\$441,392.10	Complete
K1-ALL	Administration	1410		\$155,442.00		\$155,442.00	\$155,442.08	Complete
K1-ALL	Management Improvements							
	Janitor (K1-4)	1408		\$20,000.00		\$20,000.00	\$20,000.00	Complete
	Rehab Crew	1408		\$80,000.00		\$80,000.00	\$80,000.00	Complete
	Social Services Coordinator	1408		\$40,000.00		\$40,000.00	\$40,000.00	Complete
	Emergency Monitor Equipment	1408		\$0.00		\$0.00	\$0.00	
K1-ALL	Mod. Office Copier	1475	1	\$4,124.00		\$4,124.00	\$4,124.00	Complete
	Computer Upgrades	1475	1	\$20,000.00		\$20,000.00	\$20,000.00	Complete
	Truck	1475	1	\$16,990.00		\$16,990.00	\$16,990.00	Complete
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

**Annual Statement**  
**Part III: Implementation Schedule**  
**Comprehensive Grant Program (CGP)**

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons For Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
K1-1	3/31/2001		9/30/2001	9/30/2002		9/30/2003	
K1-4	3/31/2001		9/30/2001	9/30/2002		9/30/2003	
K1-6	3/31/2001		6/30/2000	9/30/2002		9/30/2003	
K1-14	3/31/2001		9/30/2001	9/30/2002		9/30/2003	
K1-18	3/31/2001		6/30/2000	9/30/2002		9/30/2003	
K1-20	3/31/2001		9/31/01	9/30/2002		9/30/2003	
K1-ALL	3/31/2001		9/30/2001	9/30/2002		9/30/2002	

Signature of Executive Director and Date	Signature of Public Housing Director/Office of Native American Programs Administrator and Date
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**Annual Statement/Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
 Part I: Summary**

PHA Name:  Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150100 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: 09/30/03      \_\_\_\_\_ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$400,000.00		\$400,000.00	\$400,000.00
3	1408 Management Improvements	\$174,766.00		\$168,553.00	\$168,553.00
4	1410 Administration	\$210,000.00		\$210,000.00	\$194,226.96
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$129,702.00		\$129,702.00	\$131,508.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$117,166.00		\$117,166.04	\$117,166.04
10	1460 Dwelling Structures	\$2,379,756.00		\$2,336,960.27	\$2,175,827.67
11	1465.1 Dwelling Equipment-Nonexpendable	\$146,776.00		\$133,993.27	\$133,993.05
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$88,057.00		\$86,721.50	\$86,721.30
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$90,919.00		\$38,157.94	\$28,409.62
18	1499 Development Activities	\$331,350.00		\$0.00	\$0.00
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$4,068,492.00		\$3,621,254.02	\$3,436,405.64
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
Kansas City Kansas Housing Authority		Capital Fund Program No: <b>KS16P00150100</b>				2000		
		Replacement Housing Factor Grant No:						
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-1 Juniper Gardens	Rehousing for Residents	1499		331,350.00				
	Relocation	1495.1		10,000.00		2,037.11	2,037.11	Underway
K1-4 Wyandotte Tower	Interior Repair	1460		115,826.00		68,611.64	63,067.29	Complete
	Appliances	1465.1		64,184.00		64,183.72	64,183.72	Complete
K1-6 Douglas Heights	Appliances	1465.1		0.00		0.00	0.00	
	Interior Repair	1460		50,000.00		50,000.00	0.00	
K1-9 Scattered Sites	Parking Lot Replacement	1450		117,166.00		117,166.04	117,166.04	Complete
K1-12 Chalet Manor	Interior Repair	1460	32	1,448,158.00		1,448,158.00	1,448,158.00	Complete
	Relocation	1495.1	32	9,783.00		9,783.00	9,782.69	Complete
	Appliances	1465.1	32	28,000.00		28,000.00	28,000.00	Complete
K1-14 Bethany Tower	Interior Repair	1460	48	493,650.00		493,650.00	411,358.18	Underway
	Relocation	1495.1	48	71,136.00		26,337.83	16,589.82	Underway
	Appliances	1465.1	48	42,340.00		29,557.55	29,557.55	Pending
K1-17 Glanville Tower	Duct Heaters (Common Areas)	1465.1	4	12,252.00		12,252.00	12,251.78	Complete
K1-20 Westgate Tower	Roof Replacement	1460		51,122.00		45,337.05	45,337.05	Underway





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

PHA Name:  Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150101 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.: )  
 Performance and Evaluation Report for Period Ending:09/30/03      \_\_\_\_\_ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$400,000.00		\$400,000.00	\$400,000.00
3	1408 Management Improvements	\$100,000.00		\$100,000.00	\$71,019.87
4	1410 Administration	\$175,000.00		\$150,000.00	\$150,000.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$95,099.00		\$94,282.51	\$15,714.15
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$2,119,390.00		\$2,568,541.77	\$664,623.54
11	1465.1 Dwelling Equipment-Nonexpendable	\$67,400.00		\$7,310.00	\$7,310.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$96,410.00		\$84,123.30	\$49,942.30
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$82,000.00		\$54,320.34	\$24,631.60
18	1499 Development Activities	\$1,015,983.00			
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$4,151,282.00		\$3,458,577.92	\$1,383,241.46
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

PHA Name: Kansas City Kansas Housing Authority		Grant Type and Number Capital Fund Program No: <b>KS16P00150101</b> Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-1 Juniper Gardens	Rehousing for Residents	1499		1,015,983.00				
K1-4 Wyandotte Tower	Interior Repair	1460	54	487,228.00		486,327.91	214,657.85	
	Relocation	1495.1		10,000.00		8,599.69	8,219.69	
K1-6 Douglas Heights Elderly	Fire Sprinklers (Common Area)	1460		0.00		340,454.00	0.00	
	Domestic Hot Water Equipment	1460		95,248.00		95,247.90	95,247.90	Complete
K1-12 Chalet Manor	Interior Repair	1460	34	577,194.00		549,552.91	293,727.64	
	Relocation	1495.1	34	34,000.00		18,116.50	8,848.50	
	Appliances	1465.1	34	29,000.00		7,310.00	7,310.00	Complete
K1-14 Bethany Tower	Interior Repair	1460	48	900,000.00		894,449.65	669.85	
	Relocation	1495.1	48	38,000.00		27,604.15	7,563.41	
	Appliances	1465.1	48	38,400.00				
K1-18 Rosedale Tower	Roof Replacement	1460	1	0.00		115,203.00	0.00	
K1-4,K1-6E,K1-14,K1-17,K1-18, K1-20, and K1-24	Electrical Updates(GFCI's)	1460	816	0.00		122,234.00	0.00	
K1-4,K1-6E,K1-14,K1-17,K1-18 K1-20, and K1-24	Elevator Cab Improvements	1460	14	60,000.00		60,320.30	60,320.30	

0.00





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

PHA Name:  Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. <b>KS 16P00150102</b> Replacement Housing Factor Grant No:	Federal FY of Grant:  <b>2002</b>
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\_\_\_\_\_ Original Annual Statement      \_\_\_\_\_ Reserve for Disasters/Emergencies      \_\_\_\_\_ Revised Annual Statement (Revision No.: )  
 Performance and Evaluation Report for Period Ending: 9/30/03      \_\_\_\_\_ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$395,690.00		\$395,690.00	
3	1408 Management Improvements	\$232,730.00		\$82,730.00	\$65,715.08
4	1410 Administration	\$345,690.00		\$345,690.00	\$208,643.72
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$120,000.00		\$120,000.00	\$28,277.84
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$2,474,752.00		\$541,508.05	\$2,287.25
11	1465.1 Dwelling Equipment-Nonexpendable	\$117,884.00		\$80,589.50	\$72,612.40
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$105,000.00		\$47,896.22	\$47,896.22
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$45,000.00			
18	1499 Development Activities	\$95,248.00		\$2,444.75	
19	1501 Collateralization or Debt Service				
20	1502 Contingency	\$25,000.00			
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$3,956,994.00		\$1,616,548.52	\$425,432.51
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
Kansas City Kansas Housing Authority		Capital Fund Program No: KS16P00150102 Replacement Housing Factor Grant No:				2002		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-1 Junier Gardens	Rehousingfor Residents	1499		\$95,248.00		2444.75	\$0.00	
K1-4 Wyandotte Tower	Heat Pump Replacement (2,3,4)	1465.1	66	100,000.00		80,589.50	72,612.40	
K1-6E Douglas Heights	Domestic Hot WaterEquipment	1460		54,752.00		0.00	0.00	
	Emergency Generator	1460	1	50,000.00		47,354.82	479.82	
K1-10 Scattered Sites	Interior Repair& Window Repl.	1460	20	600,000.00				
	Relocation	1495.1	20	20,000.00				
	Appliances	1465.1	20	17,884.00				
K1-13 Welborn Villa	Roof Repl. & Soffit Repair	1460		220,000.00				
K1-14 Bethany Tower	Interior Repair (Phase III)	1460	48	900,000.00		129.20	129.20	
	Relocation	1495.1	48	25,000.00				
	Emergency Generator	1460	1	50,000.00		47,354.83	479.83	
K1-6, K1-14, K1-17 High-rises	Fire Alarm Updates	1460		600,000.00		446,798.40	1,198.40	
K1-ALL	Architecture/Engineering	1430		120,000.00		120,000.00	28,277.84	
K1-ALL	Administration	1410		345,690.00		345,690.00	208,643.72	





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

PHA Name:  Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150103 Replacement Housing Factor Grant No:	Federal FY of Grant:  2003
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\_\_\_\_\_ Original Annual Statement      \_\_\_\_\_ Reserve for Disasters/Emergencies      \_\_\_\_\_ Revised Annual Statement (Revision No.: )  
 Performance and Evaluation Report for Period Ending: 9/30/03      \_\_\_\_\_ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$395,690.00			
3	1408 Management Improvements	\$182,730.00			
4	1410 Administration	\$307,212.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$120,000.00		\$143,432.05	
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$1,992,491.00			
11	1465.1 Dwelling Equipment-Nonexpendable	\$57,000.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$30,000.00			
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$57,000.00			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$3,072,123.00		\$143,432.05	\$0.00
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				







## Attachment "c01"

### Statement of Progress of the Agency Five-year Plan

The Housing Authority began the implementation of its 5-Year Plan in the following ways:

1. The KCKHA Executive Director and Finance Director will be attending the 10<sup>th</sup> Annual Tax Creditors' Conference to be held January 8-9, 2004 in Miami, Florida. The Executive Director will complete a course and attain certification in LIHTC for Property Managers and the Finance Director will complete the course on LIHTC Financing. Other KCKHA staff attended a LIHTC training seminar conducted by the Kansas Housing Resource Corporation that was held at the Kansas city, Kansas Housing Authority on November 18, 2003.
2. Both KCKHA's planned developments did not close due to concerns on the part of the developers over payment of Davis-Bacon wage rates, which considerably increased development costs. Nevertheless KCKHA is proceeding with development activities for an assisted-living development.
3. The implementation of the HOPE VI Demolitions grant originally planned for October 1, 2003 has been deferred pending approval of the conversion plan submitted to HUD - Office of Public Housing. KCKHA has relocated all residents affected by the demolition plan, has conducted Phase I environmental study and has hired a demolition contractor.
4. The 2003 HOPE VI NOFA requires that an applicant have a LIHTC reservation letter from the state allocation agency at the time the funding application is submitted. In Kansas an allocation cannot be awarded prior to the HOPE VI grant deadline. Nevertheless, KCKHA is continuing to pursue new development opportunities.

**Attachment “d01”  
Resident Membership of the Governing Board  
and Resident Advisory Boards**

**KCKHA Board of Commissioners Resident Commissioner**

Elected by the members of the United Residents Council and United Presidents Council, Appointed by the Mayor/CEO of the Unified Government of WYCO/KCK for a four-year term

Resident Board Member ..... Lucy (Sue) Adair

**United Presidents Council**

Ms. Pamela McKnight ..... Acting President (K1-3)  
Ms. Loretta Heath..... Acting Vice Pres. (K1-1)  
Ms. Velma Anderson ..... Acting Vice Pres. (K1-1)  
Ms. Elizabeth Peoples ..... Member (K1-2)  
Ms. Willie Brockman..... Member (K1-2)  
Ms. Ollie Ford ..... Member (K1-2)  
Ms. Teresa Leach ..... Member (K1-3)  
Ms. Denise Pledger ..... Member (K1-5)  
Ms. Ancita Leach ..... Member (K1-5)  
Ms. Kristina Bailey ..... Member (K1-6)  
Ms. Bridget Murphy..... Member (K1-6)  
Ms. Mimi Horn ..... Member (K1-11)  
Ms. Crystal Hayes ..... Member (K1-11)

**United Residents Council Membership**

Ms. Lenora McBride (K1-4)	Ms. Flossie Watson (K1-13)
Ms. Marie Boyd (K1-4)	Ms. Lily Bradshaw (K1-13)
Ms. Marble Monroe (K1-4)	Ms. Jan Kerr (K1-13)
Ms. Essie Lee Gibbs (K1-4)	Ms. Juanita Collins (K1-20)
Ms. Gertrude Hayes (K1-17)	Ms. Ann Bridge (K1-20)
Ms. Esteen Harris (K1-17)	Ms. Dorothy Schultz (K1-20)
Ms. Cindy Lockett (K1-17)	Ms. Theresa Duke (K1-14)
Ms. Noletta Chandler (K1-17)	Ms. Doris Wade (K1-14)
Ms. Fredia Stone (K1-6)	Ms. Sue Adair (K1-14)
Ms. Julia Davis (K1-6)	Ms. Emma Jackson (K1-14)
Ms. LuElla Bailes (K1-6)	Ms. Delores Wallace (K1-24)
Mr. Donnie Crudup (K1-18)	Ms. Jody Ayala (K1-24)
Ms. Sharon Crudup (K1-18)	Mr. Tim Gilbraith (K1-24)
Mr. Steve Tomkinson (K1-18)	Ms. Angela Newman (K1-24)
Ms. Cheryl Phillips (K1-18)	Ms. Jean DeTalia (K1-13)

# Attachment "e01"

## Cost Comparison Spreadsheet

### 1 Modernization / Development Cost

Demolition Cost	376468	
Construction / Modernization Costs	10000000	
Total	10376468	
Occupied Units Post Revitalization	265	
Per Unit Development Cost	39156.48302	
Number of Months (if rehab enter 180; if new enter 270)	180	
Amortized Cost (per unit cost/months)	217.5360168	217.536017

### 2 Accrual Costs

TDC	\$144,781	
Adjusted TDC (minus 50%of per units mod/development cost)	125203.1774	
50 Year Replacement (X .02)	2504.063547	
Monthly Accrual (/12)	208.6719623	208.671962

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)  

### 4 Total Cost to Operate as Public Housing

426.207979

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR	84	592	49728	43.57	3659.88	53387.88
2BR	92	713	65596	43.57	4008.44	69604.44
3BR	84	987	82908	43.57	3659.88	86567.88
4BR	5	1094	5470	43.57	217.85	5687.85
5BR		1254	0	43.57	0	0
6BR		1447	0	43.57	0	0
	265					215,248

Voucher Cost per Unit	812.2567925	
Lesser of per unit demo or 10% of TDC divided by 180	80.43412159	
Total Per Unit Voucher Cost Including Demolition	892.690914	892.690914

### 6 Excess Public Housing Over Voucher Cost

-466.48294

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR	Rowhouse	\$111,685	84	\$9,381,540
2BR	Rowhouse	\$144,835	92	\$13,324,820
3BR	Rowhouse	\$174,229	84	\$14,635,236
4BR	Rowhouse	\$205,096	5	\$1,025,480
5BR				\$0
			265	\$38,367,076

Average TDC \$144,781

## Cost Comparison Spreadsheet (K1-2 St. Margaret's Park)

### 1 Modernization / Development Cost

Demolition Cost		
Construction / Modernization Costs		
Total	427223	
Occupied Units Post Revitalization	99	
Per Unit Development Cost	4315.383838	
Number of Months (if rehab enter 180; if new enter 270)	180	
Amortized Cost (per unit cost/months)	23.97435466	23.97

### 2 Accrual Costs

TDC	\$185,880	
Adjusted TDC (minus 50% of per units mod/development cost)		
50 Year Replacement (X .02)	937.44	
Monthly Accrual (/12)	78.12	78.12

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)	298.58
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### 4 Total Cost to Operate as Public Housing

400.67

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR	10	592	5920	43.57	435.7	6355.7
2BR	30	713	21390	43.57	1307.1	22697.1
3BR	44	987	43428	43.57	1917.08	45345.08
4BR	12	1094	13128	43.57	522.84	13650.84
5BR	4	1254	5016	43.57	174.28	5190.28
6BR		1447	0	43.57	0	0
	100					93,239

Voucher Cost per Unit	932.39	
Lesser of per unit demo or 10% of TDC divided by 180	103.27	
Total Per Unit Voucher Cost Including Demolition	829.12	829.12

### 6 Excess Public Housing Over Voucher Cost

-428.45

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR	Semi-Det.	\$124,912	10	1249120
2BR	Semi-Det.	\$162,952	30	4888560
3BR	Semi-Det.	\$196,514	44	8646616
4BR	Semi-Det.	\$232,175	12	2786100
5BR	Semi-Det.	\$254,406	4	1017624
			100	18588020

Average TDC \$185,880

## Cost Comparison Spreadsheet (K1-6 Douglas Heights Family)

### 1 Modernization / Development Cost

Demolition Cost		
Construction / Modernization Costs		
Total	0	
Occupied Units Post Revitalization	99	
Per Unit Development Cost	0	
Number of Months (if rehab enter 180; if new enter 270)	180	
Amortized Cost (per unit cost/months)	0	0

### 2 Accrual Costs

TDC	\$170,803	
Adjusted TDC (minus 50% of per units mod/development cost)		
50 Year Replacement (X .02)	937.44	
Monthly Accrual (/12)	78.12	78.12

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)	298.58
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### 4 Total Cost to Operate as Public Housing

**376.7**

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR		592	0	43.57	0	0
2BR	39	713	27807	43.57	1699.23	29506.23
3BR	42	987	41454	43.57	1829.94	43283.94
4BR	14	1094	15316	43.57	609.98	15925.98
5BR	4	1254	5016	43.57	174.28	5190.28
6BR		1447	0	43.57	0	0
	99					93,906

Voucher Cost per Unit	948.549798	
Lesser of per unit demo or 10% of TDC divided by 180	94.89058361	
Total Per Unit Voucher Cost Including Demolition	853.6592144	853.66

### 6 Excess Public Housing Over Voucher Cost

**-476.96**

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR				0
2BR	Semi-Det.	\$162,952	3	\$488,856
2BR	Rowhouse	\$144,835	36	\$5,214,060
3BR	Rowhouse	\$174,229	42	\$7,317,618
4BR	Rowhouse	\$205,096	14	\$2,871,344
5BR	Semi-Det.	\$254,406	4	\$1,017,624
			99	\$16,909,502

Average TDC **\$170,803**

## Cost Comparison Spreadsheet (K1-10 Scattered Sites)

### 1 Modernization / Development Cost

Demolition Cost		
Construction / Modernization Costs		
Total	1400000	
Occupied Units Post Revitalization	42	
Per Unit Development Cost	33333.33333	
Number of Months (if rehab enter 180; if new enter 270)	180	
Amortized Cost (per unit cost/months)	185.1851852	185.19

### 2 Accrual Costs

TDC	\$198,212	
Adjusted TDC (minus 50% of per units mod/development cost)	181545.3333	
50 Year Replacement (X .02)	3630.906667	
Monthly Accrual (/12)	302.5755556	302.58

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)		298.58
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### 4 Total Cost to Operate as Public Housing

**786.34**

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR		592	0	43.57	0	0
2BR		713	0	43.57	0	0
3BR	40	987	39480	43.57	1742.8	41222.8
4BR	2	1094	2188	43.57	87.14	2275.14
5BR		1254	0	43.57	0	0
6BR		1447	0	43.57	0	0
	42					43,498

Voucher Cost per Unit	1035.665238	
Lesser of per unit demo or 10% of TDC divided by 180	110.1177778	
Total Per Unit Voucher Cost Including Demolition	925.5474603	925.55

### 6 Excess Public Housing Over Voucher Cost

**-139.21**

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR				0
2BR				0
3BR	Semi-Det.	\$196,514	40	7860560
4BR	Semi-Det.	\$232,175	2	464350
5BR				0
			42	8324910

**Average TDC** \$198,212

## Cost Comparison Spreadsheet (K1-21 Scattered Sites)

### 1 Modernization / Development Cost

Demolition Cost		
Construction / Modernization Costs		
Total	20000	
Occupied Units Post Revitalization	8	
Per Unit Development Cost	2500	
Number of Months (if rehab enter 180; if new enter 270)	180	
Amortized Cost (per unit cost/months)	13.88888889	13.89

### 2 Accrual Costs

TDC	\$162,952	
Adjusted TDC (minus 50% of per units mod/development cost)		
50 Year Replacement (X .02)	937.44	
Monthly Accrual (/12)	78.12	78.12

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)	298.58
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### 4 Total Cost to Operate as Public Housing

**390.59**

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR		592	0	43.57	0	0
2BR	8	713	5704	43.57	348.56	6052.56
3BR		987	0	43.57	0	0
4BR		1094	0	43.57	0	0
5BR		1254	0	43.57	0	0
6BR		1447	0	43.57	0	0
	8					6,053

Voucher Cost per Unit	756.57	
Lesser of per unit demo or 10% of TDC divided by 180	90.52888889	
Total Per Unit Voucher Cost Including Demolition	666.0411111	666.04

### 6 Excess Public Housing Over Voucher Cost

**-275.45**

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR				0
2BR	Semi-Det.	\$162,952	8	1303616
3BR				0
4BR				0
5BR				0
			8	1303616

Average TDC \$162,952

## Cost Comparison Spreadsheet (K1-7 Scattered Sites)

### 1 Modernization / Development Cost

Demolition Cost				
Construction / Modernization Costs				
Total		150000		
Occupied Units Post Revitalization		24		
Per Unit Development Cost		6250		
Number of Months (if rehab enter 180; if new enter 270)		180		
Amortized Cost (per unit cost/months)		34.72222222		34.72

### 2 Accrual Costs

TDC		\$174,229		
Adjusted TDC (minus 50%of per units mod/development cost)				
50 Year Replacement (X .02)		937.44		
Monthly Accrual (/12)		78.12		78.12

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)				298.58
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### 4 Total Cost to Operate as Public Housing

**411.42**

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR		592	0	43.57	0	0
2BR		713	0	43.57	0	0
3BR	24	987	23688	43.57	1045.68	24733.68
4BR		1094	0	43.57	0	0
5BR		1254	0	43.57	0	0
6BR		1447	0	43.57	0	0
	24					24,734

Voucher Cost per Unit		1030.57		
Lesser of per unit demo or 10% of TDC divided by 180		96.79388889		
Total Per Unit Voucher Cost Including Demolition		933.7761111		933.78

### 6 Excess Public Housing Over Voucher Cost

**-522.35**

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR				0
2BR				0
3BR	Rowhouse	\$174,229	24	4181496
4BR				0
5BR				0
			24	4181496

Average TDC **\$174,229**

## Cost Comparison Spreadsheet (K1-11 Grandview Park)

### 1 Modernization / Development Cost

Demolition Cost		
Construction / Modernization Costs		
Total	415123	
Occupied Units Post Revitalization	42	
Per Unit Development Cost	9883.880952	
Number of Months (if rehab enter 180; if new enter 270)	180	
Amortized Cost (per unit cost/months)	54.91044974	54.91

### 2 Accrual Costs

TDC	\$204,758	
Adjusted TDC (minus 50% of per units mod/development cost)		
50 Year Replacement (X .02)	937.44	
Monthly Accrual (/12)	78.12	78.12

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)	298.58
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### 4 Total Cost to Operate as Public Housing

**431.61**

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR		592	0	43.57	0	0
2BR		713	0	43.57	0	0
3BR	32	987	31584	43.57	1394.24	32978.24
4BR	6	1094	6564	43.57	261.42	6825.42
5BR	2	1254	2508	43.57	87.14	2595.14
6BR		1447	0	43.57	0	0
	40					42,399

Voucher Cost per Unit	1059.97	
Lesser of per unit demo or 10% of TDC divided by 180	113.7543056	
Total Per Unit Voucher Cost Including Demolition	946.2156944	946.22

### 6 Excess Public Housing Over Voucher Cost

**-514.61**

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR				0
2BR				0
3BR	Semi-Det.	\$196,514	32	6288448
4BR	Semi-Det.	\$232,175	6	1393050
5BR	Semi-Det.	\$254,406	2	508812
			40	8190310

Average TDC **\$204,758**

## Cost Comparison Spreadsheet (K1-23 Scattered Sites)

### 1 Modernization / Development Cost

Demolition Cost			
Construction / Modernization Costs			
Total	30000		
Occupied Units Post Revitalization	38		
Per Unit Development Cost	789.4736842		
Number of Months (if rehab enter 180; if new enter 270)	180		
Amortized Cost (per unit cost/months)	4.385964912	4.39	

### 2 Accrual Costs

TDC	\$162,952		
Adjusted TDC (minus 50% of per units mod/development cost)			
50 Year Replacement (X .02)	937.44		
Monthly Accrual (/12)	78.12	78.12	

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)	298.58
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### 4 Total Cost to Operate as Public Housing

**381.09**

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR		592	0	43.57	0	0
2BR	38	713	27094	43.57	1655.66	28749.66
3BR		987	0	43.57	0	0
4BR		1094	0	43.57	0	0
5BR		1254	0	43.57	0	0
6BR		1447	0	43.57	0	0
	38					28,750

Voucher Cost per Unit	756.57		
Lesser of per unit demo or 10% of TDC divided by 180	90.52888889		
Total Per Unit Voucher Cost Including Demolition	666.0411111	666.04	

### 6 Excess Public Housing Over Voucher Cost

**-284.96**

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR				0
2BR	Semi-Det.	\$162,952	38	6192176
3BR				0
4BR				0
5BR				0
			38	6192176

**Average TDC** **\$162,952**

## Cost Comparison Spreadsheet (K1-9 Scattered Sites)

### 1 Modernization / Development Cost

Demolition Cost				
Construction / Modernization Costs				
Total		101000		
Occupied Units Post Revitalization		30		
Per Unit Development Cost		3366.666667		
Number of Months (if rehab enter 180; if new enter 270)		180		
Amortized Cost (per unit cost/months)		18.7037037	18.70	

### 2 Accrual Costs

TDC		\$198,276		
Adjusted TDC (minus 50% of per units mod/development cost)				
50 Year Replacement (X .02)		937.44		
Monthly Accrual (/12)		78.12	78.12	

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)	298.58
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### 4 Total Cost to Operate as Public Housing

395.40

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR		592	0	43.57	0	0
2BR	4	713	2852	43.57	174.28	3026.28
3BR	22	987	21714	43.57	958.54	22672.54
4BR	2	1094	2188	43.57	87.14	2275.14
5BR	2	1254	2508	43.57	87.14	2595.14
6BR		1447	0	43.57	0	0
	30					30,569

Voucher Cost per Unit		1018.97		
Lesser of per unit demo or 10% of TDC divided by 180		110.1532963		
Total Per Unit Voucher Cost Including Demolition		908.8167037	908.82	

### 6 Excess Public Housing Over Voucher Cost

-513.41

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR				0
2BR	Semi-Det.	\$162,952	4	651808
3BR	Semi-Det.	\$196,514	22	4323308
4BR	Semi-Det.	\$232,175	2	464350
5BR	Semi-Det.	\$254,406	2	508812
			30	5948278

Average TDC \$198,276

## Cost Comparison Spreadsheet (K1-12 Chalet Manor)

### 1 Modernization / Development Cost

Demolition Cost				
Construction / Modernization Costs				
Total		285000		
Occupied Units Post Revitalization		66		
Per Unit Development Cost		4318.181818		
Number of Months (if rehab enter 180; if new enter 270)		180		
Amortized Cost (per unit cost/months)		23.98989899		23.99

### 2 Accrual Costs

TDC				
Adjusted TDC (minus 50% of per units mod/development cost)		\$176,461		
50 Year Replacement (X .02)		174302.3939		
Monthly Accrual (/12)		3486.047879		
		290.5039899		290.50

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)				
				298.58

### 4 Total Cost to Operate as Public Housing

**613.07**

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR		592	0	43.57	0	0
2BR	10	713	7130	43.57	435.7	7565.7
3BR	46	987	45402	43.57	2004.22	47406.22
4BR	6	1094	6564	43.57	261.42	6825.42
5BR	4	1254	5016	43.57	174.28	5190.28
6BR		1447	0	43.57	0	0
	66					66,988

Voucher Cost per Unit				
Lesser of per unit demo or 10% of TDC divided by 180		1014.963939		
Total Per Unit Voucher Cost Including Demolition		98.03415825		
		916.9297811		916.93

### 6 Excess Public Housing Over Voucher Cost

**-303.86**

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR				0
2BR	Rowhouse	\$144,835	10	1448350
3BR	Rowhouse	\$174,229	46	8014534
4BR	Semi-Det.	\$232,175	2	464350
4BR	Rowhouse	\$205,096	4	820384
5BR	Rowhouse	\$224,710	4	898840
			66	11646458

Average TDC **\$176,461**

**Cost Comparison Spreadsheet (K1-3 Cyrus K. Holiday)**

**1 Modernization / Development Cost**

Demolition Cost		
Construction / Modernization Costs	319223	
Total	319223	
Occupied Units Post Revitalization	60	
Per Unit Development Cost	5320.383333	
Number of Months (if rehab enter 180; if new enter 270)	180	
Amortized Cost (per unit cost/months)	29.55768519	<b>29.56</b>

**2 Accrual Costs**

TDC	\$183,455	
Adjusted TDC (minus 50%of per units mod/development cost)		
50 Year Replacement (X .02)	937.44	
Monthly Accrual (/12)	78.12	<b>78.12</b>

**3 Monthly Operating Cost**

Projected Operating Cost (PUM)	<b>298.58</b>
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**4 Total Cost to Operate as Public Housing**

**406.26**

**5 Voucher Cost**

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0.00	0.00
1BR	4	592	2368	43.57	174.28	2,542.28
2BR	16	713	11408	43.57	697.12	12,105.12
3BR	32	987	31584	43.57	1,394.24	32,978.24
4BR	6	1094	6564	43.57	261.42	6,825.42
5BR	2	1254	2508	43.57	87.14	2,595.14
6BR		1447	0	43.57	0.00	0.00
	60					57,046.20

Voucher Cost per Unit	950.77	
Lesser of per unit demo or 10% of TDC divided by 180	101.9196111	
Total Per Unit Voucher Cost Including Demolition	848.8503889	<b>848.85</b>

**6 Excess Public Housing Over Voucher Cost**

**-442.59**

**Average TDC Calculations**

BR	Type	TDC	# of units	Total
1BR	Semi-Det.	\$124,912	4	499648
2BR	Rowhouse	\$144,835	16	2317360
3BR	Semi-Det.	\$196,514	32	6288448
4BR	Semi-Det.	\$232,175	6	1393050
5BR	Semi-Det.	\$254,406	2	508812
			60	11007318

**Average TDC** \$183,455

## Cost Comparison Spreadsheet (K1-15 Scattered Houses)

### 1 Modernization / Development Cost

Demolition Cost		
Construction / Modernization Costs		
Total	707509	
Occupied Units Post Revitalization	20	
Per Unit Development Cost	35375.45	
Number of Months (if rehab enter 180; if new enter 270)	180	
Amortized Cost (per unit cost/months)	196.5302778	196.53

### 2 Accrual Costs

TDC	\$213,395	
Adjusted TDC (minus 50% of per units mod/development cost)	195707.025	
50 Year Replacement (X .02)	3914.1405	
Monthly Accrual (/12)	326.178375	326.18

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)	298.58
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### 4 Total Cost to Operate as Public Housing

**821.29**

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR		592	0	43.57	0	0
2BR		713	0	43.57	0	0
3BR	13	987	12831	43.57	566.41	13397.41
4BR	4	1094	4376	43.57	174.28	4550.28
5BR	2	1254	2508	43.57	87.14	2595.14
6BR	1	1447	1447	43.57	43.57	1490.57
	20					22,033

Voucher Cost per Unit	1101.67	
Lesser of per unit demo or 10% of TDC divided by 180	118.5526389	
Total Per Unit Voucher Cost Including Demolition	983.1173611	983.12

### 6 Excess Public Housing Over Voucher Cost

**-161.83**

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR				0
2BR				0
3BR	Detached	\$196,514	13	2554682
4BR	Detached	\$232,175	4	928700
5BR	Detached	\$254,406	2	508812
6BR	Detached	\$275,701	1	275701
			20	4267895

Average TDC **\$213,395**

## Cost Comparison Spreadsheet (K1-5 Belrose Manor)

### 1 Modernization / Development Cost

Demolition Cost		
Construction / Modernization Costs		
Total	2250000	
Occupied Units Post Revitalization	90	
Per Unit Development Cost	25000	
Number of Months (if rehab enter 180; if new enter 270)	180	
Amortized Cost (per unit cost/months)	138.888889	138.89

### 2 Accrual Costs

TDC	\$184,059	
Adjusted TDC (minus 50% of per units mod/development cost)		
50 Year Replacement (X .02)	937.44	
Monthly Accrual (/12)	78.12	78.12

### 3 Monthly Operating Cost

Projected Operating Cost (PUM)	298.58
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### 4 Total Cost to Operate as Public Housing

**515.59**

### 5 Voucher Cost

Unit Size	# of Units	FMR	Units X FMR	Admin.	Units X Admin	Total
0BR		471	0	43.57	0	0
1BR	6	592	3552	43.57	261.42	3813.42
2BR	36	713	25668	43.57	1568.52	27236.52
3BR	36	987	35532	43.57	1568.52	37100.52
4BR	8	1094	8752	43.57	348.56	9100.56
5BR	4	1254	5016	43.57	174.28	5190.28
6BR		1447	0	43.57	0	0
	90					82,441

Voucher Cost per Unit	916.0144444	
Lesser of per unit demo or 10% of TDC divided by 180	102.2547654	
Total Per Unit Voucher Cost Including Demolition	813.759679	813.76

### 6 Excess Public Housing Over Voucher Cost

**-298.17**

#### Average TDC Calculations

BR	Type	TDC	# of units	Total
1BR	Semi-Det.	\$124,912	6	749472
2BR	Semi-Det.	\$162,952	36	5866272
3BR	Semi-Det.	\$196,514	36	7074504
4BR	Semi-Det.	\$232,175	8	1857400
5BR	Semi-Det.	\$254,406	4	1017624
			90	16565272

Average TDC **\$184,059**

**Attachment “f01”**  
**2003 REAC Customer Service and Satisfaction Survey**  
**Agency Follow-up Plan**

The Kansas City, Kansas Housing Authority is commenting on the results of the 1993 Customer Service and Satisfaction Survey and will address resident concerns raised in that survey in the following manner:

**Communications (72.1%)**

**Comment:**

KCKHA staff has been conducting monthly resident association meetings in all seven family developments to which all residents are encouraged to attend. Two weeks prior to these meetings staff mail announcements that include agendas to each and every households in those developments. At resident association meetings residents are informed of all HA initiatives as well as self-sufficiency and homeownership opportunities available through many area agencies. Guest speakers are invited and staff attend and record minutes at all meetings. Four of the family developments have good and consistent attendance. Attendance at others is fair to poor.

KCKHA also holds United Presidents Council meetings on a bi-monthly basis. Staff and resident representatives discuss issues and review agency policies and plans. Residents are encouraged to contact these representatives to broaden communication between residents and staff. Elderly developments also have on-going access to agency information through their Presidents Council meetings. KCKHA staff and area advocacy groups have formed partnerships to expand avenues of communication between public housing residents and elected officials.

**Proposed Follow-up Strategies:**

The Housing Authority will take the following measures in efforts to further improve communication between residents and HA staff:

1. Employ resident leaders on a part-time basis to assist residents of Chalet Manor, Belrose Manor and Grandview Park in organizing resident associations at those developments and help implement an effective public communication strategy.
2. KCKHA’s Public Relations and Section 3 Coordinator is expanding her advocacy role by meeting regularly with resident groups in an effort to establish more in-depth communication and address their concerns. This new senior management employee will assist HA staff and resident leaders to develop a more affective newsletter and implement the necessary strategies to increase and improve community relations and expand communications.

**Safety (68.9%)**

**Comment:**

The KCK Housing Authority feels it is important to note that based on citywide police reports over the past three years, the incidences of reported crime in public housing is about the same as that for the rest of the City. Crime in KCKHA’s developments for the elderly and disabled is actually lower per capita when compared to cit-wide crime. Nevertheless, crime remains high

due to depressed economic conditions, especially in the inner city core where most public housing developments are located.

Resident crime prevention initiatives, more in-depth screening measures; the KCKHA anonymous drug hotline and a “one-strike you’re out” policy have greatly contributed to KCKHA’s crime reduction. Despite these efforts, drug trafficking by non-public housing young adults around public housing sites persists.

With the discontinuance of the Public Housing Drug Elimination Program the Housing Authority is not able to employ off-duty officers to patrol public housing properties. The absence of these patrols contributes to resident anxiety and apprehension about crime, particularly as it relates to drug-related crime.

**Proposed Follow-up Strategies:**

The Housing Authority will take the following measures to increase public safety and improve the perception concerning security at public housing developments:

1. KCKHA will continue improving lighting systems on family developments to comply with recommendations made by security consultants (Sparta Consulting and Tandem Care, Inc.).
2. KCKHA staff will seek more resident input concerning safety issues at meetings held by resident associations and President Councils.
3. KCKHA will collaborate with the Unified Government in the implementation of the recently funded Weed and Seed Program to insure that crime and safety issues on public housing properties in the Weed and Seed designated area are adequately addressed.
4. The Housing Authority will meet with the KCK Police Chief monthly to address issues concerning crime, public safety community policing at public housing sites.

**Neighborhood Appearance (64.7%)**

**Comment:**

Since 1994 the Kansas City, Kansas Housing Authority has been deeply engaged in the systemic modernizations of all public housing developments. Public housing sites are generally in better condition than other housing in the surrounding neighborhood. Unfortunately, most of the housing in the inner city core was built before 1940. It is a matter of public record that most of the neighborhoods surrounding public housing sites are in need of revitalization and often reflect negatively on public housing. For the past five years KCKHA has applied for HOPE VI Revitalization grant to improve the general housing and social conditions in the Northeast neighborhood. We believe that a HOPE VI award will provide the impetus for major community renovations and socioeconomic reform in KCK. Our efforts have not been successful.

**Proposed Follow-up Strategies:**

1. The Kansas City, Kansas Housing Authority will take every opportunity to coordinate neighborhood improvement activities with the Unified Government of KCK/WyCo, private developers and neighborhood organizations to improve public safety and revitalized neighborhoods surrounding public housing developments. KCKHA will also continue to partner with organizations that are developing housing opportunities in the inner-city core, including City Vision Ministries, Hughes Development (Chelsea Plaza Apartments), Mount Zion and Mount Carmel. The Housing Authority will continue to assist with the development of the City's Consolidated Plan in an effort to support neighborhood reinvestment strategies and coordinate future revitalization efforts in Wyandotte County.
2. The Housing Authority will work with the County Extension Office to assist residents with landscaping and gardening projects on and around their units.

**KS001g01**  
**January 4, 2004**

Meeting was started at 5:05 as residents were late arriving.

Mr. Marcano, Administrative Coordinator explained that the plan contains Housing Authority policies, including any changes or additions to policies regarding tenancy, occupancy and other policies.

The plan also contains the 5 year plan for the capital fund program, which is the grant the Housing Authority receives from HUD to maintain, upgrade, rehabilitate our properties. There's a series of five meetings which allow for comments, suggestions, and input from the residents all of which will be included in the plan.

The floor was opened for questions/remarks:

**Resident:** Would it be possible to have signs placed in the parking lots reminding the residents that the Housing Authority is not responsible for vandalism, theft, damage, etc to residents personal property.

**Resident:** What about cameras for the outside.

We have cameras for the entries of the buildings to keep unidentified people from coming into buildings. Equipment (Cameras, equipment, monitors, etc) for each floor and the exterior of the buildings would be cost prohibitive to install plus the regular maintenance.

Several of the residents stated that they are long time residents of the housing authority and complimented the HA for the living conditions, improvements, programs and maintenance response.

Residents stated that when they call maintenance they get right on it.

Ms. Mabel Monroe stated that about 10 years ago she and some other residents of Wyandotte Towers put together a list (7 or 8 pages) of requests for repairs. She stated that to date everything they requested has been done and some things still being added. Only mistake she and others said were small toilet stools, no lights in kitchen range oven and the type of blinds used

Ms. Monroe stated if the residents would attend the monthly resident association meetings and the yearly CFP meetings they would have a better understanding of things.

No other questions or remarks meeting was adjourned at 5:50 pm

**Some other issues discussed were:**

**Manager instructing security monitors to allow people whose names are on the ban list to enter.**

**Untagged auto's belonging to banned people being allowed to remain in the parking lot.**

**Residents complaining of other residents loitering in hall ways, on floors they do not live on, and causing them to be afraid, particularly in the late evening. Another resident suggested that they ask the security guard to go up with them and walk the hall, or call the guard when they find out that this is happening.**

**Marc stated that an active resident group, very diligent in reporting any unusual activity helps.**

**A man at K1-4 whose car was stolen thinks the HA should be responsible for replacing his car, because there were no signs stating that we are not responsible. Tom Stibal pointed out that KS law states an owner or landlord cannot be held liable for criminal acts of others.**

**Other Comments received:**

**Maintenance department requested that water treatment for HVAC equipment at the high-rises be included in the five-year plan.**



**Attachment “h01”**  
**Kansas City, Kansas Housing Authority Pet Policy**  
**and Rules of Pet Ownership**

The Housing Authority of the City of Kansas City, Kansas, in compliance with §227 of the Housing and Urban-Rural Recovery Act of 1983, and § 526 of the Quality Housing and Work Responsibility Act of 1998 provides for pet ownership by residents of public housing, under the following conditions and subject to the following restrictions:

1. For residents of the Housing Authority a common household pet is defined as:
  - a. Dogs.
    - 1) **Not permitted:** Rottweiler, Pit Bull, German Shepherd, Chow, Doberman Pincher, Husky, Malamute, Wolf Hound, Mastiff, Great Dane, Wolf, Coyote or any mix thereof.
    - 2) Dogs may weigh no more than 30 pounds, at maturity.
  - b. Cats
    - 1) Cats will be declawed.
    - 2) Cats may weigh no more than 15 pounds, at maturity.
  - c. Birds.
    - 1) Limit to two (2) per cage.
    - 2) No uncaged pole birds
  - d. Fish.
    - 1) No more than 2 aquariums.
    - 2) Total capacity of aquariums will not exceed 30 gallons.

The Housing Authority reserves the right to decide if a pet meets this definition. Animals that assist disabled persons are excluded from weight limitations, fee and deposits, with proper documentation. Animals that assist disabled person **are** subject to all other conditions and rules of this pet policy.

1. Housing Authority Residents shall **only** keep authorized and registered pets and are not allowed to keep another person’s pet. No pet will be allowed temporarily on the premises.
2. Dogs are permitted at the following locations only:
  - a. Low-rise units of K1-04, Wyandotte Towers.
  - b. All units of K1-13, Welborn Villa.
  - c. All units of K1-22, Westgate Villa.
  - d. All family complexes and scattered sites.
4. Cats will be permitted only on those floors of the high-rises designated for cat owners.

5. Pets are not allowed in the common areas, such as the lobby, laundry rooms, community center, etc. , except those animals which assist the disabled.
6. No more than one pet on the elevator at a time.
7. All dogs and cats must be registered with the Housing Authority on a pet registration form provided.
8. Dogs and cats **must** be neutered or spayed. Proper documentation of spaying and neutering shall be placed in the resident's file. Exceptions may be granted on a case by case basis for old or infirm animals.
9. Dogs and cats **shall** be inoculated and licensed as required by local ordinance. A copy of the license and documentation of inoculations shall be placed in the resident's file.
10. Only one dog or cat will be permitted per household.
11. Cats and dogs must be kept on a leash, except when inside the owner's unit.
12. A Pet Fee of **\$75.00** and a Pet Deposit of **\$100.00** is required for each pet. Deposits will be retained and refunded as specified in the Dwelling Lease. Deposit and Fee must be paid in full before the pet will be registered or allowed on Housing Authority property.
13. Residents are responsible for any and all damage to Housing Authority property and/or injury that is caused by his/her pet.
14. Residents with cats must empty litterboxes at least three (3) times a week and properly dispose of the used litter. NOTE: Litterboxes must be of appropriate material and designed for use as a litterbox.
15. Owners of dogs agree to clean up after them and to properly dispose of waste. When owners fail to clean-up, owners agree to pay reasonable charges for pick-up and disposal by Housing Authority personnel.
16. Pet owner's shall take adequate precautions to eliminate pet odors within the unit and maintain the unit in a sanitary condition at all times.
17. Any pet that bites any person or attacks another animal **must** be permanently removed from Housing Authority property. Failure to remove the pet will result in eviction.
18. Pet owners are responsible for and **must** control noise of pets and insure that their pets do not disturb other residents. Any pet disturbing the peace of neighbors through noise, smell, animal waste, or other nuisance must be removed from Housing Authority Property. Substantiated written complaints by neighbors or Housing Authority personnel will result in the owner being required to permanently remove the pet.

19. Any insect infestation extermination due to a pet in the pet owner's unit and/or adjacent units will be the financial responsibility of the pet owner and charged to the owner's account.
20. Dogs **will not** be secured to any existing fixtures.
21. Pet owners are required to make written arrangements for the care of their pet in the event the resident is not capable of caring for their pet. Information will be maintained in the resident's file.. Information will include responsible party's name, address and phone number. Information is to be provided at the time the pet is acquired and will be updated at the owner's annual recertification.
22. Dogs and cats **shall not** be left unattended for extended periods of time and **must** be restrained by the owner when Housing Authority personnel enter the unit. An extended period of time is defined as any period longer than 24 hours.
23. Animal Control Officers may enter a unit to transfer any animal that is left unattended. In the event of emergency, safety and/or health hazard, the Housing Authority has the right to have the pet removed from the premises by Animal Control. The Housing Authority accepts no responsibility for pets so removed.
24. Resident agrees to monthly inspections for the first three months of pet ownership.
25. If a pet owner is in violation of the pet policy the Housing Authority shall serve written notice of the violation. The notice will include a statement of the rule(s) allegedly violated. Service of notice constitutes adverse action by the Housing Authority and the Tenant Grievance Procedures are applicable to any dispute. Owner will have seven (7) days from receipt of notice to correct the violation or a breach of the lease and 30-day eviction notice shall be served on owner.
26. Failure to comply with any of the above conditions **shall** be cause for permanent removal of the pet from Housing Authority property and/or eviction of the resident.
27. The terms and conditions of this pet policy are hereby incorporated into the dwelling lease and made a part thereof.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of resident)

STATE OF KANSAS                    )  
  ) ss:  
WYANDOTTE COUNTY                )

Subscribed and sworn to before me, a Notary Public in and for the State of Kansas, this \_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

My commission expires:

\_\_\_\_\_  
Notary Public

**Attachment “i01”**

**RESOLUTION NO. 2599**

**ADOPTION OF POLICY ON  
SECTION 8 HOMEOWNERSHIP**

WHEREAS, the Department of Housing and Urban Development issued a final rule September 12, 2000 offering local housing authorities the option to create a Section 8 Homeownership Program to create and support homeownership options for low income families; and

WHEREAS, the Housing Authority of Kansas City, Kansas desires to implement said program that will allow eligible tenants utilizing the Section 8 voucher program to apply the housing assistance payment (HAP) currently used for rental subsidy to be applied toward a mortgage for the purchase of a home on the open market.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the attached policy is hereby approved for use in establishing a Section 8 Homeownership Program.

BE IT FURTHER RESOLVED that the necessary amendments to the annual and administrative plan will follow upon revision of the same.

APPROVED AT THE REGULAR BOARD MEETING HELD DECEMBER 19, 2002

# ***KANSAS CITY, KANSAS HOUSING AUTHORITY***

## **SECTION 8 HOMEOWNERSHIP POLICY**

### A. Purpose and Objectives

The Kansas City, Kansas Housing Authority (KCKHA) in accordance with Section 8(y) of the 1937 Housing Act and the implementing regulations, will administer the Section 8 homeownership program. This program may be used to assist families who are eligible for Section 8 rental assistance to purchase a home utilizing the rent subsidy (housing assistance payment-HAP) for the mortgage payment. The availability of these assistance payments helps the families pay the costs of homeownership, and may provide additional assurance for a lender, so that the family can finance the purchase of the home. It is the purpose of this program to encourage homeownership among families who meet Section 8 income guidelines, but who may not otherwise be able to move from tenancy to ownership thus achieving self-sufficiency.

### B. Applicability of this Section

The Section 8 Homeownership Program is one component of the Section 8 Voucher program and is generally governed by the Section 8 Voucher Program regulations and procedures. However, where inconsistencies may exist between other sections of the Administrative Plan and this section, the rules, policies and procedures of this section shall take precedence in the administration of the Section 8 Homeownership Program.

### C. Implementation

The Housing Authority of Kansas City Kansas will extend this option to families who are current participants in the tenant based Section 8 Voucher and Certificate rental assistance program as well as those families that are called from the wait list. (The homeownership option may **not** be used in conjunction with project based Section 8 rental assistance, as it is tied to the unit and would cease should the tenant vacate the unit.)

### D. Briefing Sessions

At all briefing sessions for either rental or homeownership assistance, the KCKHA will explain:

1. Where the family may lease or purchase a unit
2. How portability works; and
3. The advantages of moving to an area that does not have a high concentration of poor families.

### E. Program Features

1. First-time homeowner requirement.

This program will be limited to first-time homeowners. The term “first time homeowner” refers to any person that does not presently have any ownership interest in any residence or ownership within the last three years. This includes a single parent or displaced homemaker, who, while married, owned a home with a spouse or resided in a home owned by a spouse. Those who currently occupy under a lease-purchase agreement and those with membership shares in a cooperative are also eligible for consideration as a first time homeowner and may receive assistance under this option.

“First-time homeowner” shall also include a family of which a family member is a person with disabilities, and such person needs the use of the homeownership option as a reasonable accommodation so that the program is readily accessible and usable.

The head of household, and any spouse of the head of household that has previously defaulted on a mortgage obtained through this homeownership program are barred from receiving future Section 8 homeownership assistance. This requirement shall not preclude a family receiving homeownership assistance from moving to another home with continued Section 8 homeownership assistance within the 15 or 10-year limit of assistance, which shall be cumulative.

2. Statement of Homeownership Obligations

Before commencement of homeownership assistance, the family must execute a statement of family obligations in a form prescribed by HUD. In the statement, the family agrees to comply with all family obligations under the homeownership option.

The family must be able to provide a minimum down payment of three percent of the home’s sale price. At least one percent of the sale price must come from the family’s personal resources.

3. Condition of Home

Homes purchased under this program must meet the quality condition standards established by the 1994 Uniform Building Code. In addition the buyer must hire an independent professional home inspector to inspect and identify physical defects and the condition of the major building systems and components. A copy of the independent inspection report must be given to the Housing Authority of Kansas City, Kansas. The Housing Authority of Kansas City, Kansas may disapprove the unit for assistance based on the inspection report.

4. Homeownership Training

All applicants will be enrolled and complete designated homeownership training and counseling program. The pre-assistance training and counseling program will cover: Home maintenance (including care of the grounds), budgeting and money management, credit counseling, how to negotiate the purchase price of a home, how to get homeownership financing (including pros and cons of different types of financing), how to find a home (including information about homeownership opportunities, school, and transportation), and advantages of purchasing a home in an area that does not have a high concentration of low –income families and how to locate homes in such areas, information on fair housing, an information about the Real Estate Settlement Procedures Act (RESPA), state and Federal truth in-lending laws, and how to identify and avoid loans with oppressive terms and conditions.

5. Maintenance Reserve Program

Participants in the homeownership program will be required to participate in a Maintenance Reserve Insurance Program. A monthly premium payment will be required from each homebuyer to pay for some or all of the costs incurred for extraordinary maintenance expenses (hot water tanks, furnaces, etc.).

6. Portability

Families that are determined eligible for homeownership assistance may exercise the homeownership option outside of the Kansas City Kansas Housing Authority’s jurisdiction if the receiving PHA is administering a Section 8 homeownership program and is accepting new families into its homeownership program. The receiving PHA may absorb the homeownership family or bill the Housing Authority of Kansas City Kansas for the homeownership housing assistance using the normal portability billing process.

The family will be required to attend the briefing and counseling sessions required by the receiving PHA. The receiving PHA will determine whether the financing for and the physical condition of the unit are acceptable.

7. Period of Assistance

Except for elderly and disabled families, Section 8 homeownership assistance will be available for a maximum of 15 years if the initial mortgage incurred to finance the purchase of the home is 20 years or longer. In all other cases, the maximum term of homeownership assistance is 10 years. In the case of an elderly family, this exception is only applied if the family qualifies as an elderly family at the commencement of the homeownership assistance. In the case of a disabled family, this exemption applies if at any time during receipt of homeownership assistance the family qualifies as a disabled family.

## F. Eligibility and Selection

### 1. Section 8 Eligibility Criteria

Applicants for the homeownership option must meet all of the requirements for participation in the Section 8 Tenant Based Voucher program.

### 2. Income Requirements

Applicants will be required to demonstrate sufficient income to meet a minimum income standard, which is intended to assure that the family will have sufficient income to pay homeownership and other family expenses not covered by the section 8 subsidy. At a minimum, the gross annual income of the adult family members who will own the home at commencement of homeownership assistance must equal at least the Federal minimum hourly wage multiplied by 2,000 hours. This requirement only applies at the time of the initial determination of eligibility.

Except for the elderly or disabled family, income counted toward meeting this requirement may not include welfare assistance. For elderly or disabled families, welfare assistance, shall count in determining whether the family meets the minimum income requirements for homeownership assistance.

The disregard of welfare assistance only effects the determination of minimum monthly income used to determine if a family initially qualifies for commencement of homeownership assistance, but does not effect:

- a. The determination of income-eligibility for admission to the voucher program;
- b. Calculation of the amount of the family's total tenant payment; or
- c. Calculation of the amount of homeownership assistance payments on behalf of the family.

### 3. Employment

Except for elderly or disabled families, the family must demonstrate that one or more adult members of the family who will own the home at commencement of homeownership assistance is currently employed on a full-time basis (not less than an average of 30 hours per week), and has been continuously so employed during the year before the commencement of the homeownership assistance for the family.

The KCKHA will consider this requirement to have been met by 36 weeks of annual employment with a minimum of a two-year employment history. The KCKHA Executive Director may also consider successive employment during the one-year period and self-employment in a business.

This requirement shall not apply for an elderly family or disabled family. Furthermore, if a family which is not elderly or disabled includes a person with disabilities, Kansas City Kansas Housing Authority may grant an exemption from the employment requirement if the Housing Authority determines that an exemption is needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities in accordance with 24 CFR part 8.

### 4. Homeownership Training and Counseling

Prior to receipt of Section 8 homeownership assistance the family must attend and satisfactorily complete the pre-assistance training and counseling program. The pre-assistance training and counseling program will cover, but not be limited to:

- a) Home maintenance (including care of the grounds);
- b) Budgeting and money management;
- c) Credit counseling;
- d) How to negotiate the purchase price of a home;
- e) How to obtain homeownership financing and loan pre-approvals, including a description of types of financing that may be available, and the pros and cons of different types of financing;
- f) How to find a home, including information about homeownership opportunities, school, and transportation; and
- g) The advantage of purchasing a home in an area that does not have a high concentration of low-income families and how to locate homes in such areas.
- h) Information on fair housing.

- i) Information about the Real Estate Settlement Procedures Act (RESPA), state and Federal truth-in-lending laws, and how to identify and avoid loans with oppressive terms and conditions.

5. Prior Participation in Homeownership Option

A homeowner family may purchase another home with Section 8 assistance. However, except for the first-time homeowner requirement, all homeownership requirements applicable to the first home purchase remain applicable to any subsequent purchase, and the cumulative assistance shall not exceed the 15 or 10-year limit on Section 8 homeowner assistance.

Furthermore, the head of household, and any spouse of the head of household, that has previously defaulted on a mortgage obtained through this homeownership program is barred from receiving future Section 8 homeownership assistance.

6. Calculation of Amount of Assistance

The amount of assistance to be provided to the applicant family will be calculated using a modified voucher program payment standard approach. While the family is residing in the home, the KCKHA shall pay a monthly homeownership payment to the family that is equal to the lower of:

- a. The payment standard minus the total tenant payment; or
- b. The family's monthly homeownership expenses minus the total tenant payment.

The payment standard for the family is the lower of:

- a. The payment standard for the family unit size; or
- b. The payment standard for the size of the home, and
- c. The greater of the payment standard at the commencement of homeownership assistance or at the most recent regular reexamination of family income and composition since the commencement of homeownership assistance.

For the purpose of the homeownership program, the KCKHA will use the same payment standard schedule, payment standard amounts, and subsidy standards as for the Section 8 Voucher Rental Assistance program.

The family's monthly homeownership expenses shall include:

- a. Principal and interest on the initial mortgage debt and any mortgage insurance premium incurred to finance purchase of the home and any refinancing of such debt;
- b. Real estate taxes and public assessments on the home;
- c. Home Insurance;
- d. The cost of premiums for the maintenance reserve program;
- e. A utility allowance determined according to the schedule of utility allowance for the Section 8 voucher rental assistance program;
- f. Principal and interest on debt incurred to finance costs need to make the home accessible for a family, if the KCKHA determines that the allowance is needed as a reasonable accommodation.
- g. If the home is a cooperative or condominium unit operating charges or maintenance fees assessed by the condominium or cooperative homeowners association.

The Housing Authority will annually reexamine family income and composition and make the appropriate adjustment to the monthly assistance amount.

G. Property Condition and Selection

1. Time allowed to locate a home for purchase

An eligible family will be allowed six months from the date of notification of eligibility to fulfill the homeownership training requirements, locate a home and secure financing. At the end of the six-month period, the KCKHA may authorize an additional three-month extension to the family if reasonable progress in locating an acceptable unit can be documented.

If the family is a current participant in the voucher or certificate assistance program, they may continue to receive rental assistance until the family vacates the rental unit.

If the family is not a participant in the voucher or certificate rental assistance program, they will not be issued a voucher until the time allowed to find and purchase a home has expired, at which time the family may choose to receive rental assistance. This will not preclude the family from participating in the homeownership option at a later time.

2. Eligible Units

Units eligible for assistance under this program include homes that are either under construction or already existing at the time the KCKHA determined that the family was eligible for homeownership assistance to purchase the unit.

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

Homeownership assistance may be provided for the purchase of a unit owned by the KCKHA under the consolidated ACC (including a unit owned by an entity substantially controlled by the KCKHA), only if all of the following conditions are satisfied:

- (1) The HA must inform the family, both orally and in writing, that the family has the right to purchase any eligible unit and a PHA-owned unit is freely selected by the family without PHA pressure or steering;
- (2) The unit is not ineligible housing;
- (3) The PHA must obtain the services of an independent agency, in accordance with Sec. 982.352(b) (1) (iv) (B) and (C), to perform the following PHA functions:
  - i. Inspection of the unit for compliance with the HQS, in accordance with Sec. 982.631(a);
  - ii. Review of the independent inspection report, in accordance with Sec. 982.631(b)(4);
  - iii. Review of the contract of sale, in accordance with Sec. 982.631(c); and
  - iv. Determination of the reasonableness of the sales price and any PHA provided financing, in accordance with Sec. 982.632 and other supplementary guidance established by HUD.

### 3. Inspections required

Any home purchased under this program must be inspected and pass an HQS inspection in accordance with the Section 8 program guidelines.

Each home will also be inspected for compliance with the standards of the Maintenance Reserve Program.

In addition, the applicant family must hire an independent, professional home inspector to inspect and identify physical defects and the condition of the major building systems and components. A copy of the independent inspection report must be given to the Housing Authority. The KCKHA may disapprove the unit for assistance based on the inspection report.

The seller is responsible for making needed repairs.

Units assisted under this program will not be required to have an annual HQS inspection.

#### 4. Requirements of contract for sale

The contract for sale must include the following provisions:

- a. The price and other terms of sale by the seller to the purchaser;
- b. The purchaser will arrange for a purchase inspection by an independent inspector to be selected by the purchaser.
- c. The purchaser is not obligated to purchase the unit unless the inspection is satisfactory to the purchaser and the Housing Authority.
- d. The purchaser is not obligated to pay for any necessary repairs.
- d. Certification from the seller that the seller has not been debarred, suspended, or subject to a limited denial of participation under 24CFR part 24.

#### H. Financing and Affordability

Families selected to participate in the Section 8 homeownership program must secure their own financing.

The financing package may include other programs designed to assist low-income homebuyers.

Financing for purchase of a home under this Homeownership program must:

1. Be provided, insured, or guaranteed by the state or Federal Government;
2. Comply with secondary mortgage underwriting requirements; or
3. Comply with generally accepted private sector underwriting standards

Only fixed-rate mortgages of at least 15 years with interest rates no greater than one percent above the local average for FHA, VA or conventional A-note mortgages will be approved. Loans with the following provisions will not be approved:

1. Loans with balloon payments;
2. Adjustable Rate Mortgages;
3. Pre-payment penalties
4. More than two discount points;
5. Fee amounts found to be excessive for tax service, loan processing and underwriting (Eliminated specific not to exceed \$ amounts)

On a case-by case basis the KCKHA may disapprove the proposed financing if the Housing Authority determines that the debt for purchase of the home is affordable. In making this determination the Housing Authority may take into account other family expenses, such as childcare, family expenses as determined by the Housing Authority in accordance with the Housing Authority's Administrative Plan.

I. Purchase of another home with Section 8 Assistance

Except as noted below, a homeownership family may purchase another home with Section 8 assistance provided there is no mortgage loan default. With the exception of the first time homebuyer requirement, all requirements applicable to the first home purchase remain applicable to a subsequent purchase. The KCKHA may, at its option waive the requirement for additional homeownership counseling.

The total time limit for homeownership assistance applies to the cumulative time the family receive homeownership assistance.

The KCKHA will not commence continued tenant-based assistance for occupancy of the new unit so long as any family member owns any title or other interest in the prior home.

The KCKHA may deny permission to move with continued voucher assistance in accordance with 24 CFR 982.552 (grounds for denial or termination of assistance), including termination of assistance for violation of any family obligations described in this plan.

J. Portability of Section 8 Homeowner Assistance

Families that are determined eligible for homeownership assistance may exercise the homeownership option outside of the initial KCKHA's jurisdiction if the receiving PHA is administering a Section 8 homeownership program, and is accepting new families into the receiving PHA's homeownership program.

The receiving PHA may absorb the homeownership family or bill the KCKHA for the homeownership housing assistance using the normal portability billing process.

All of the receiving PHA's administrative policies are applicable to the homeownership family. The family will be required to attend the briefing and counseling sessions required by the receiving PHA. The receiving PHA, not the KCKHA, will determine whether the financing for and the physical condition of the unit are acceptable.

The KCKHA may also accept homeownership vouchers from the housing authorities in accordance with the program outlined herein.

K. Requirements for Continued Assistance

1. Homeownership assistance may only be paid while the family is residing in the home. The Housing Authority will not continue homeownership

assistance after the month when the family moves out. To continue to receive homeownership assistance, a family must comply with the following family obligations:

- a. If required by the KCKHA , the family must attend and complete ongoing homeownership and housing counseling.
  - b. The family may not sell, convey or transfer any interest in the home to any entity or person other than a member of the assisted family residing in the home.
  - c. The Family may grant a mortgage on the home for debt incurred to finance purchase of the home or any refinancing of such debt.
  - d. Upon the death of a family member who holds title to the home, assistance may continue pending settlement of the decedent's estate so long as the home is solely occupied by remaining family members.
  - e. No family member may have a present ownership interest in a second residence while receiving homeownership assistance.
2. The family must supply the following information to the KCKHA:
- a. Information required by the Kansas City Kansas Housing Authority necessary in the administration of Section 8 Tenant Based Assistance, including:
    - i. The family must provide required evidence of citizenship or eligible immigration status.
    - ii. The family must provide information requested by the Housing Authority for use in a regularly scheduled reexamination or interim reexamination of family income and composition. The family must promptly inform the Housing Authority of the birth, adoption or court-awarded custody of a child.
    - iii. Verification of social security numbers of family members. Family must also sign and submit consent forms for obtaining information in accordance with HUD regulations.
    - iv. All information supplied by the family must be true and complete.
  - b. Information concerning any mortgage other debt incurred to purchase the home and any refinancing of such debt, and information on any satisfaction or payment of the mortgage debt;
  - c. Information concerning any sale or other transfer of any interest in the home;
  - d. Information concerning the family's homeownership expenses.

- e. The family must notify the KCKHA before the family moves out of the home, and if the family defaults on a mortgage securing any debt incurred to purchase the home.

### 3. Statement of Family Obligations

Before commencement of homeownership assistance, the family must execute a statement of family obligations in the form prescribed by HUD. In the statement the family agrees to comply with all family obligations under the Section 8 homeownership option.

### 4. Sale of Home and Return to Rental Assistance

Should a family decide that it no longer wishes to be homeowners, the family may sell the home and receive a Section 8 rental assistance voucher if there is not mortgage loan default and the family has met all obligations under the Section 8 program. The Housing Authority may issue a rental voucher after default under certain circumstance as provided by law and regulation.

Homeownership assistance for a family terminates automatically 180 calendar days after the last housing assistance payment. However, the Housing Authority may waive this requirement in those cases where automatic termination would result in extreme hardship for the family.

## L. Non discrimination and Fair Housing

The KCKHA will administer this program in accordance with:

- A. The Fair Housing Act;
- B. Title VI of the Civil Rights Act of 1964
- C. The Age Discrimination Act of 1975
- D. Executive order 11063, Equal Opportunity in Housing, as amended
- E. Section 504 of the Rehabilitation Act of 1973; and
- F. Title II of the Americans with Disabilities Act.