

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

Small PHA Plan Update
Annual Plan for Fiscal Year: **01/2004**

**HOUSING AND
REDEVELOPMENT AUTHORITY
OF
PINE RIVER, MINNESOTA**

mn092v02

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

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

**PHA Plan
Agency Identification**

PHA Name: Housing and Redevelopment Authority of Pine River

PHA Number: MN092

PHA Fiscal Year Beginning: (mm/yyyy) 01/2004

PHA Plan Contact Information:

Name: Patricial Doman, Executive Director

Phone: 218 587-4929

TDD: 218 587-4929 or Minnesota Relay Service: 1-800-627-3529

Email (if available): prhsg@uslink.net

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

PHA Programs Administered:

- Public Housing and Section 8 Section 8 Only Public Housing Only

Annual PHA Plan Fiscal Year 2004

[24 CFR Part 903.7]

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Contents	<u>Page #</u>
Annual Plan	
i. Executive Summary (optional)	
ii. Annual Plan Information	
iii. Table of Contents	1
1. Description of Policy and Program Changes for the Upcoming Fiscal Year	2
2. Capital Improvement Needs	2
3. Demolition and Disposition	3
4. Homeownership: Voucher Homeownership Program	3
5. Crime and Safety: PHDEP Plan	4
6. Other Information:	4
A. Resident Advisory Board Consultation Process	4
B. Statement of Consistency with Consolidated Plan	5
C. Criteria for Substantial Deviations and Significant Amendments	8

Attachments

- Attachment A: Capital Fund Program Annual Statement
- Attachment B: Capital Fund Program 5 Year Action Plan
- Attachment C: Capital Fund Program FY 2003 P & E Report
- Attachment D: Capital Fund Program FY 2002 P & E Report
- Attachment E: Capital Fund Program FY 2001 P & E Report
- Attachment F: Supporting Documents Available for Review
- Attachment : Capital Fund Program Replacement Housing Factor Annual Statement
- Attachment : Public Housing Drug Elimination Program (PHDEP) Plan
- Attachment G: Resident Membership on PHA Board or Governing Body
- Attachment H: Membership of Resident Advisory Board or Boards
- Attachment : Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Attachment I: Deconcentration and Income Mixing

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

This section intentionally left blank since it is optional.

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

We made the following change to our policies and/or programs based on changes in statutes and/or HUD regulations that have occurred in the past year. HUD mandated all of these.

Public Housing Admissions and Continued Occupancy Policy:

- Implementation of Community Service Requirements:

The Housing and Redevelopment Authority of Pine River reinstated enforcement of the 8-hour community service requirement in accordance with Notice PIH 2003 -17 issued on June 20, 2003.

- We have updated our Admissions and Continued Occupancy Policy to include the HUD required welfare assistance language and definition.
- We have revised Section 8.2 © (1) to include the following: "or a citizen of the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau. However, people in the last category are not entitled to housing assistance in preference to any United States citizen or national resident within Guam."

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ **46,802**

C. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment A

(2) Capital Fund Program 5 – Year Action Plan

The Capital Fund Program 5 –Year Action Plan is provided as Attachment B

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability: 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 next component ; if “yes”, complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

- A. 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 next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program - NA

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family’s resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year? \$ **NA**

- C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. Yes No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

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 Attached at Attachment (File name)
3. In what manner did the PHA address those comments? (select all that apply)
- The PHA changed portions of the PHA Plan in response to comments
A list of these changes is included
 Yes No: below or
 Yes No: at the end of the RAB Comments in Attachment ____.
- Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment ____.
- Other: (list below)

B. 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: **State of Minnesota Consolidated Housing and Community Development Plan; Cass County.**
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 specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- The Housing and Redevelopment Authority of Pine River will continue to maintain and renovate its public housing units.
 - The Housing and Redevelopment Authority of Pine River will continue to provide accessible housing in its public housing program to persons with disabilities.
 - The Housing and Redevelopment Authority of Pine River will continue to market its public housing program to make very low income, low income and elderly families and individuals aware of the availability of decent, safe, sanitary and affordable housing in the City of Pine River.

Other: (list below)

- The Housing and Redevelopment Authority of Pine River Admission and Continued Occupancy Policy (ACOP) requirements are established and designed to take into consideration the needs of individual families for low- income housing and the statutory purpose in developing and operating a socially and financially sound low-income housing program which provides a decent home and a suitable living environment and fosters economic and social diversity in the resident body as a whole.

3. PHA Requests for support from the Consolidated Plan Agency

Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

The State of Minnesota Consolidated Plan endorses the continuing objectives of national housing policy in the National Affordable Housing Act of 1990, including: ensure that all residents have access to decent shelter; increase the supply of affordable housing; make neighborhoods safe and livable; expand opportunities for home-ownership; provide a reliable supply of mortgage finance; and reduce generational poverty in assisted housing.

The Strategic Plan:

Affordable Housing

The Minnesota Housing Finance Agency has two broad policy objectives that form the priorities to meet Minnesota's basic housing needs and to strengthen communities. Priorities and objectives, listed below supports and is consistent with the Housing and Redevelopment Authority of Pine River's plan.

A. Priorities.

1. Priority One: Serving Extremely Low and Low Income Renters. Conservation of existing affordable units is critical. A combination of rehabilitation and new construction is a must.
2. Priority Two: Rehabilitation of Owner-occupied Housing for those with an Extremely Low and Low Income.
3. Priority Three: Serving Homeless Persons.
4. Priority Four: Serving those with Special Needs
5. Priority Five: Strengthening a Community's Housing Stock

6. Priority Six: Assisting Home-ownership Opportunities
7. Priority Seven: Assisting in Building Housing Capacity.
8. Priority Eight: Preserving Affordable MHFA-Financed Housing.

Affordable Housing Objectives

Homeownership Opportunities:

- a. To provide affordable home-ownership financing to low and moderate income first-time homebuyers.
- b. To target home-ownership assistance to people with the greatest need for assistance in all areas of the state.
- c. To provide affordable home-ownership opportunities to Native Americans and other people of color in proportion to their share of the eligible population as a whole, annually.

Home Improvement:

- a. to provide affordable rehabilitation and improvement loan assistance to qualifying low and moderate income owners of existing housing.
- b. To increase the energy efficiency of residential dwellings, especially in homes built prior to 1976
- c. To develop a framework within which MHFA can make federal grant funds available for partial abatement and interim control of lead-based paint, soil, and dust in housing units in Minneapolis, St. Paul, or Duluth.
- d. To provide affordable home improvement and rehabilitation opportunities for homeowners who are persons of color, in proportion to their share of the eligible population as a whole.
- e. Rehabilitate homes where concentration of substandard units exists.

Rental Housing

- a. to add to the stock of transitional and permanent units of affordable rental housing for low and moderate income tenants by an average of 762 units annually.
- b. To diminish the rent burdens of low income tenants through rental assistance payments to qualifying households.
- c. To increase local nonprofit organizations' capacity to provide technical assistance, project support, and capacity building to meet community housing needs.
- d. To facilitate public /private partnerships that provide capital contributions from outside MHFA that total at least 35% of total development costs (TDC).
- e. To maintain and preserve the existing stock of affordable rental housing for low income tenants that has assistance contracts administered by MHFA.
- f. To rehabilitate the existing stock of rental housing for low and moderate

income tenants.

Homeless Assistance

- a. to provide a variety of housing options for people with special housing needs, including homeless people.
- b. To assist families who are homeless or at risk of being homeless

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

A substantial deviation from the 5-year Plan occurs when the Board of Commissioners decides that it wants to change the mission statement, goals or objectives of the 5-year Plan.

B. Significant Amendment or Modification to the Annual Plan:

Significant amendments or modifications to the Annual Plan are defined as discretionary changes in the plans or policies of the Housing and Redevelopment Authority that fundamentally change the plans of the agency and which require formal approval of the Board of Commissioners.

Attachment A – version 2

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing & Redevelopment Authority of Pine River, Minnesota		Grant Type and Number Capital Fund Program Grant No: MN46P09250104 Replacement Housing Factor Grant No:		Federal FY of Grant: 2004	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Lin e No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	60,000			
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				

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

PHA Name: Housing & Redevelopment Authority of Pine River, Minnesota	Grant Type and Number Capital Fund Program Grant No: MN46P09250104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
---	--	--

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

Lin e No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	60,000			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Housing & Redevelopment Authority of Pine River, Minnesota		Grant Type and Number Capital Fund Program Grant No: MN46P09250104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MN092-1	<u>Dwelling Structures</u>	1460						
Norway Brook Apts.	Renovate Common Areas: includes carpet replacement in hallways, lighting fixture replacement; painting of interior hallways; renovation of common area kitchen and bathrooms; exterior painting and siding replacement (also see 2003 & 2002 CFPs)		Lump Sum	60,000				
	Sub-Total Account 1460			60,000				
	Grand Total			60,000				

Attachment B – version 2

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name : Housing and Redevelopment Authority of Pine River						<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 01/01/05	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 01/01/06	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 01/01/07	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 01/01/08	
	Annual Statement					
MN092-1 Norway Brook Apts		60,000	60,000	60,000	60,000	
MN092-1 Scattered Site Family units		-0-	-0-	-0-	-0-	
CFP Funds Listed for 5-year planning		60,000	60,000	60,000	60,000	
Replacement Housing Factor Funds						

Attachment C – version 2

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing & Redevelopment Authority of Pine River, Minnesota		Grant Type and Number Capital Fund Program Grant No: MN46P09250103 Replacement Housing Factor Grant No:		Federal FY of Grant: 2003	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/2003 <input type="checkbox"/> Final Performance and Evaluation Report					
Lin e No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	46,802	46,802	0	0
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				

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

PHA Name: Housing & Redevelopment Authority of Pine River, Minnesota	Grant Type and Number Capital Fund Program Grant No: MN46P09250103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
---	--	--

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 06/30/2003 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	46,802	46,802	0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Housing & Redevelopment Authority of Pine River, Minnesota		Grant Type and Number Capital Fund Program Grant No: MN46P09250103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MN092-1	Dwelling Structures	1460						
Norway Brook Apts.	Updates to Dwelling Structures and Units: start of updating of 28 apartments		2 units	46,802	0			
Norway Brook Apts.	Renovate Common Areas: includes carpet replacement in hallways, lighting fixture replacement, new office door, painting of interior hallways; handrails; windows; renovation of common area kitchen; upgrade laundry room (also see 2002 & 2004 CFPs)		Lump Sum	0	46,802	0	0	Planning
	Sub-Total Account 1460			46,802	46,802	0	0	
	Grand Total			46,802	46,802	0	0	

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

PHA Name: Housing & Redevelopment Authority of Pine River, Minnesota		Grant Type and Number Capital Fund Program No: MN46P09250103 Replacement Housing Factor No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
							Per HUD guidelines
MN092-1 Norway Brook Apts.	09/16/05			09/16/07			

Attachment D – version 2

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing and Redevelopment Authority of Pine River		Grant Type and Number Capital Fund Program Grant No: MN46P09250102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations		3,000.00	1,539.52	1,539.52
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	5,000	7,300.00	7,327.95	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	55,283	49,983.00	0	0
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	60,283	60,283.00	8,867.47	1,539.52

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

PHA Name: Housing and Redevelopment Authority of Pine River	Grant Type and Number Capital Fund Program Grant No: MN46P09250102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
--	--	--

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 9/30/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Housing and Redevelopment Authority of Pine River		Grant Type and Number Capital Fund Program Grant No: MN46P09250102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MN092-1	<u>Operations</u>	1406						
	Operations		Lump Sum	0	3,000.00	1,539.52	1,539.52	
	Subtotal Acct 1406			0	3,000.00	1,539.52	1,539.52	
MN092-1	<u>Fees and Costs</u>	1430	Lump Sum					
	Hire A/E for rehab & renovation work			0	0			
	A & E Fees: reimbursable costs related to making 2 units handicapped accessible and to renovate common areas and to renovate dwelling units (also see 2001 CFP)		Lump Sum	5,000	7,300.00	7,327.95	0	Under contract
	Subtotal Acct 1430			5,000	7,300.00	7,327.95	0	
MN092-1	<u>Dwelling Structures</u>	1460						
Norway Brook Apts.	Rehab elderly bldg and units		Lump Sum	0	0			
Scattered Sites	Renovate family unit		1	0	0			
Norway Brook Apts.	Make 2 units handicapped accessible (includes updating units)			45,000	0			

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

PHA Name: Housing and Redevelopment Authority of Pine River		Grant Type and Number Capital Fund Program Grant No: MN46P09250102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Scattered Sites	Updating/remodeling of scattered site units (includes Kitchen cabinets, floor covering, appliances, bathrooms, windows, roofs, siding, lights, etc.		1 unit	10,283	0			
Norway Brook Apts.	Make Improvements to Dwelling Structure common areas and hallways including renovation of kitchen area, renovating common bathrooms, carpeting in hallways, handrails, windows, repainting of common areas; upgrade laundry area (also see 2003 and 2004 CFPs).			0	49,983.00	0	0	Out for Bids
	Subtotal Acct 1460			55,283	49,983.00	0	0	
	Grand Total			60,283	60,283.00	8,867.47	1,539.52	

Attachment E – version 2

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Housing and Redevelopment Authority of Pine River		Grant Type and Number Capital Fund Program: MN46P09250101 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: FFY 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	0	323.10	323.10	323.10
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	5,000	37,322.05	37,322.05	37,322.05
8	1440 Site Acquisition				
9	1450 Site Improvement	0	25,679.85	25,679.85	0
10	1460 Dwelling Structures	48,325	0		
11	1465.1 Dwelling Equipment— Nonexpendable	10,000	0		
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	63,325	63,325.00	63,325.00	37,645.15
21	Amount of line 20 Related to LBP Activities				

Annual Statement/Performance and Evaluation Report

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

PHA Name: Housing and Redevelopment Authority of Pine River	Grant Type and Number Capital Fund Program: MN46P09250101 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: FFY 2001
---	---	--

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 09/30/03
 Final Performance and Evaluation Report

Lin e No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Housing and Redevelopment Authority of Pine River		Grant Type and Number Capital Fund Program #: MN46P09250101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>Operations</u>	1406						
MN092-1	Public Housing Operations			0	323.10	323.10	323.10	
	Subtotal Acct 1406			0	323.10	323.10	323.10	
	<u>Fees and Costs</u>	1430						
	A&E Fees/physical needs assessment			0	0			
	Hire an Arch to do a physical needs assessment		Lump Sum	2,500	0			
	Hire an arch to update community space and exterior improvement such as siding/stucco		Lump Sum	2,500	0			
	A & E Fees; reimbursable costs; physical needs assessment; prepare bid documents for common area renovations; and, apartment renovations (also see 2002 CFP)		Lump Sum	0	37,322.05	37,322.05	37,322.05	100%
	Subtotal Acct 1430			5,000	37,322.05	37,322.05	37,322.05	
MN092-1	<u>Site Improvements</u>	1450						
Norway Brook Apartments	Parking Lot installation		Lump Sum	0	7,679.85	7,679.85	0	
Norway Brook Apartments	Exterior Landscaping		Lump Sum	0	18,000.00	18,000.00	0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Housing and Redevelopment Authority of Pine River		Grant Type and Number Capital Fund Program #: MN46P09250101 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
Subtotal Acct 1450				0	25,679.85	25,679.85	0	
<u>Dwelling Structures</u>		1460						
MN092-1 Norway Brook Apts.	Siding/window replacement		Lump Sum	0	0			
MN092-1 Scattered Sites	Dwelling Unit renovation	1460	1	0	0			
MN092-1 Norway Brook Apts.	Replace/install carpet in common areas		Lump Sum	11,000	0			
MN092-1 Norway Brook Apts.	Replace light fixtures in common areas		Lump Sum	6,000	0			
MN092-1 Norway Brook Apts.	Install new office door		Lump Sum	2,000	0			
MN092-1 Norway Brook Apts.	Paint interior hallways		Lump Sum	8,325	0			
MN092-1 Norway Brook Apts.	Install canopy at building entrance		Lump Sum	9,000	0			

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Housing and Redevelopment Authority of Pine River		Grant Type and Number Capital Fund Program #: MN46P09250101 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
MN092-1 Norway Brook Apts.	Paint stucco on building exterior and update siding		Lump Sum	12,000	0			
	Subtotal Acct 1460			48,325	0			
	Dwelling Equipment	1465						
MN092-1 Norway Brook Apts.	Replace Lobby and Community Room furnishings		Lump Sum	10,000	0			
	Subtotal Acct 1465			10,000	0			
	Grand Total			63,325	63,325.00	63,325.00	37,645.15	

Attachment F

Housing and Redevelopment Authority of Pine River

Annual Plan

Fiscal Year 01/01/2004 – 12/31/2004

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
NA	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers in Public Housing <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
NA	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy (Actual schedule is a separate document incorporated into the ACOP by reference)	Annual Plan: Rent Determination
NA	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
NA	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
NA	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy (Separate Policy Document)	Annual Plan: Grievance Procedures
NA	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
NA	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
NA	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA). (3 units are designated for persons with disabilities)	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
NA	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
NA	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
NA	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy (Incorporated by Reference)	Pet Policy
X	The results of 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 (12/31/02)	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary) Implementation of Community Service Requirements Definition of Substantial Deviation Deconcentration Documentation	(specify as needed) ACOP Annual Plan ACOP/Annual Plan

Attachment G

Housing and Redevelopment Authority of Pine River

Annual Plan

Fiscal Year 01/01/2004 – 12/31/2004

Required Attachment: Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

Karen Bresnahan

B. How was the resident board member selected: (select one)?

- Elected
 Appointed

C. The term of appointment is (include the date term expires): five year term expiring August, 2006

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not? **NA**

- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
 the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
 Other (explain):

B. Date of next term expiration of a governing board member: **NA**

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): **NA**

Attachment H

Housing and Redevelopment Authority of Pine River

Annual Plan

Fiscal Year 01/01/2004 – 12/31/2004

Required Attachment: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

1. Mary Plouffe
2. Edna Siltman
3. Ruth Holton
4. Lillian Hohlen

Attachment I

Housing and Redevelopment Authority of Pine River

Annual Plan

Fiscal Year 01/01/2004 – 12/31/2004

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

In accordance with the regulations at 24 CFR 903.2(b)(2)(i), the Housing and Redevelopment Authority of Pine River is exempt from Deconcentration and Income Mixing requirements. Our public housing program has fewer than 100 units (40).

- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

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