

PHA Plans

Streamlined 5-Year/Annual Version

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

OMB No. 2577-0226
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

Streamlined Annual Plan for Fiscal Year 2005

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: City of Dubuque

PHA Number: IA087

PHA Fiscal Year Beginning: (mm/yyyy) 07/2004

PHA Programs Administered:

- Public Housing and Section 8**
 Number of public housing units:
 Number of S8 units:
- Section 8 Only**
 Number of S8 units: 1080
- Public Housing Only**
 Number of public housing units:

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

- Main business office of the PHA

- PHA development management offices
 Other (list below)

Streamlined Five-Year PHA Plan
PHA FISCAL YEARS 2005 - 2009
[24 CFR Part 903.12]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here) The City of Dubuque Housing and Community Development Department shall:
- a) serve the low- and moderate-income population by securing federal and state funding to provide affordable renter and owner-occupied housing;
 - b) form partnerships with private investors and non-profit agencies to rehabilitate, develop and manage affordable housing;
 - c) maintain the City's existing housing stock through systematic code enforcement and by providing financial incentives to encourage owners to improve their properties;
 - d) stabilize and improve the downtown neighborhoods

Housing must address the issues of housing availability, affordability and accessibility for all members of the community. Public intervention in the private housing market is sometimes necessary to ensure safe and sanitary housing, to provide rental assistance to those in greatest need or to spur reinvestment and renewal in existing, older neighborhoods. The provision of shelter is a basic human need that demands special attention in the arena of human services delivery and stands alone as an important element. Our community's very image is reflected in large measure by the pride and well-being displayed in our neighborhoods.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
The City's Housing & CD Department provides funding assistance and services in six primary activities: 1) rental assistance programs; 2) housing rehabilitation-loan programs (both for homeowners and rental units); 3) home purchase assistance programs; 4) housing code enforcement; 5) Lead based paint hazard reduction program; and 6) CDBG program.
Utilize existing vacant or under-utilized buildings to create affordable housing.
Continue/expand First-Time Homebuyer Program, homeowner rehab loan program and Section 8 Homeowner Program.
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
Continue to develop increased Public Awareness of Housing Problems in the community and develop possible solutions.
Concentrate Housing Rehabilitation efforts for Rental – and Owner-occupied Housing.
Continue Housing Code Enforcement/Lead-Based Paint Hazard Reduction.
- PHA Goal: Increase assisted housing choices
Objectives:
- Provide voucher mobility counseling:

- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)
 - Continue voucher homeownership program
 - Continue HOME and Moderate Income Rental Rehab programs, providing loans to owners renting to tenants with low to moderate incomes
 - Provide unit listings of all available units and encourage owners to utilize the free service of advertising

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

- PHA Goal: Provide an improved living environment
 - Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)
 - Collaborate with neighborhood associations, human services agencies, city departments and commissions, churches, schools, families and other organizations.

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
 - Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

Continue to work in partnership with area non-profit agencies for support services

Prevent the increase of Homelessness for At-Risk families and individuals by collaborating with agencies through the Homeless Advisory Committee, Dubuque Mission, and other agencies.

Continue to contract services to provide Homeownership training, goal setting and budgeting skills to Family Self-Sufficiency participants.

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)
Continue to collaborate with the City of Dubuque Human Rights Department
Increase public awareness and outreach in the area of Fair Housing
Affirmatively further Fair Housing opportunities

Other PHA Goals and Objectives: (list below)

PHA Goal: Improve the affordability of housing for extremely low – very low income households

Objectives: To operate a fiscally responsible program offering assisted housing benefits to the maximum number of families that can be supported.

Utilize the Housing Trust Fund to raise revenues and support specific housing activities; investigate potential revenue sources

PHA Goal: To preserve existing housing and existing, older residential neighborhoods

Objectives: Utilize existing vacant or under-utilized non-residential building stock to create affordable housing units.

Continue to provide long term, deferred payment, low-interest rehabilitation loans.

PHA Goal: Develop increased public awareness and appreciation of housing problems in the community and possible solutions.

Objectives: Increase PR efforts to educate community about local housing issues and programs
Provide on-going housing information/education opportunities

PHA Goal: Improve the affordability of housing for homeowner and first time homeowner households.

Objectives: Continue homeowner rehabilitation loan programs
Continue Section 8 Homeownership Program and Family Self-Sufficiency Program
Continue and expand program to provide “entry” costs for first time homeowners

PHA Goal: To promote fair housing opportunity for residents in all city neighborhoods

Objectives: Assist with education of the community in understanding of the content and spirit of the City’s Human Rights Ordinance
Ensure compliance with anti-discrimination laws
Educate community members about diversity and open avenues of communication and interaction within the community
To recognize, appreciate and celebrate diversity as an opportunity to experience and share both our differences and our similarities as a unified community.

PHA Goal: Expand the opportunities for home-ownership, especially for extremely low to low income households.

Objectives: Provide down payment assistance to households. Provide assistance to qualified low and moderate-income homeowners for the rehabilitation of housing units. Encourage acquisition and rehabilitation of owner-occupied housing in low-income areas of the community. Provide homeownership training to all FSS participants. Provide Section 8 Voucher assistance to qualified participants for homeownership opportunities.

PHA Goal: Modify existing and create new accessible housing units.

Objectives: Modify existing and create new accessible housing units. Provide for effective implementation of existing fair housing programs. Increase opportunities for the elderly, disabled and persons with special needs to maintain an independent lifestyle.

PHA Goal: Preserve existing housing and residential neighborhoods.

Objectives: Enforce minimum housing quality standards in all rental housing through systematic code enforcement.

PHA Goal: Work with area providers to promote services to families for optimum health, safety, social and human needs.

Objectives: Provide services to improve the education, health and human service needs of children and families of all ages, including special needs population.

PHA Goal: Increase economic opportunities to address the gap from welfare to work.

Objectives: Promote partnerships with businesses to provide job/skill training to meet the needs of local employers. Promote workforce development through education and training of low-income individuals.

Additional Objectives:

Apply for Section 8 funds, as available

Provide administrative/technical assistance to non-profit and private housing providers

Continue participation in the "Crime-Free Multi Housing Program"

Continue Rehabilitation efforts and programs

Continue Childhood Lead Paint Poisoning Prevention Program

Streamlined Annual PHA Plan PHA Fiscal Year 2005 [24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

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<input type="checkbox"/>	14. Other (List below, providing name for each item)	

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;

Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

The City of Dubuque Housing Agency (HA) administers the Section 8 assisted housing programs in Dubuque, Iowa. The primary objective of these programs is to provide decent, safe, sanitary and affordable rental housing for low income households and to provide these households with greater opportunities and choices.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

A. 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 PHA’s Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	402		814
Extremely low income <=30% AMI	316	79%	
Very low income (>30% but <=50% AMI)	86	21%	
Low income (>50% but <80% AMI)	0	NA	
Families with children	277	69%	
Elderly families	17	4%	
Families with Disabilities	87	22%	
White/Non-Hispanic	243	60%	
Black/Non-Hispanic	147	37%	
Latino/Hispanic	3	1%	
Other/Non Hispanic	9	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Housing Needs of Families on the PHA's Waiting Lists
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

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **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)
Support HOME programs through the City of Dubuque Rehabilitation activities
Continue Section 8 Homeownership Program

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)
Develop or rehabilitate unused spaces utilizing CDBG, HOME and other resources and creative partnerships
Increase the profitability of rental housing by providing landlord training at least annually (Crime Free Multi-Housing)
Provide an array of housing choices by encouraging landlords to list vacant units and/or units that will be available with the HA which is distributed to the public.
Develop downtown housing options through strong coordination and local collaboration.

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)
Provide listing of available Mod Rehab and HOME units

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: (list below)
Maintain admissions policy to support very low income
Provide listings of available Mod Rehab and HOME units

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)
 - Collaborate efforts and funding resources with area agencies
 - Increase awareness of assisted housing benefits
 - Maintain collaborative services with Elderly service agencies/apartment complexes
 - Continue referrals to Elderly apartments/complexes designed to assist lower income household

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)
 - Actively participate in Fair Housing Planning and identification of impediments to Fair Housing Choice
 - Encourage owners to make dwelling units accessible
 - Advise disabled participants of monies that are available for their landlords to modify units for accessibility purposes through the City of Dubuque
 - Rehabilitation Activity

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)

Continue to participate and support Fair Housing Tenant Conference to provide Fair Housing Act information and support.

Continue Fair Housing awareness, outreach and training

Increase awareness and understanding of the issues facing special populations as well as persons with low and moderate incomes.

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)
Participate and encourage training of landlords in Fair Housing Laws.
Participate and encourage training of tenants in Fair Housing Tenant Conference.

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)
Results of a Fair Housing Planning Guide for the City of Dubuque
Discussions with the City's Housing Commission
Results of Housing Action Conference
Results of Continuum of Care Facilitation
Feedback from the community

2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$4,259,872	Administrate & Operate Section 8 Program
f) Resident Opportunity and Self-Sufficiency Grants	\$ 66,163	Provide Case Management & Homeownership Counseling to FSS Families
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	\$4,326,035	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

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. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year?
 If yes, complete the following table; if not skip to d.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time? ___

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? ___

4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

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**

- How many site-based waiting lists will the PHA operate in the coming year?
- 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?
- Yes No: May families be on more than one list simultaneously
If yes, how many lists?
- 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
- Over-housed
- Under-housed
- 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.

- Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in 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: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

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

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)]

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):
- 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)
Tenant Rental History

(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)
HOME Project Referrals
- 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:

The Voucher issued to an applicant will be in effect for a term of sixty (60) days from the date of issuance. The Voucher will expire after the sixty (60) day term unless the applicant has contacted the Housing Authority requesting an extension. No automatic time extensions will be granted Voucher Holders. All such holders must demonstrate to the satisfaction of the Director valid reasons for an extension. Extensions may be granted in thirty (30) day increments. An extension may be granted upon written request of the applicant, if proof the applicant has actively been searching for a unit accompanies the request. Additional extensions may be granted after the first if the Family can demonstrate (a) he or she has been actively seeking housing by return of completed Request for Lease Approvals not resulting in a lease for reasons beyond the applicant's control or (b) when extraordinary circumstances can be documented by the Family such as but not limited to difficulties in finding suitable housing due to disabilities, discrimination, and medical reasons and the Family has requested the extension in writing in advance of the expiration date. During the initial or any extended term of the voucher, the HA may require the family to report progress in leasing a unit and of attempts to do so. The Family will receive a copy of the Voucher which states the expiration date. No further notice by the Housing Authority is required as notification of pending expiration. Failure to lease a unit or receive an approved request for an extension will result in expiration of the Voucher and withdrawal of the application. The applicant may reapply to the waiting list.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

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

Other preferences (select all that apply)

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

Applicant household being displaced due to code enforcement, fire/natural disaster and by other government action will be issued a Voucher immediately upon receipt of verifications required. Applicants claiming code enforcement/displacement preference for residing in substandard units shall not receive federal preference points if the unit is in substandard condition due to the applicant's failure to perform his or her obligation.

Additionally all eligible applicants completing the pre-application process and indicating the desire to occupy an initial HOME Program unit or Moderate Rehabilitation Program unit will be referred, as units are available while remaining active on the waiting list to receive a Voucher.

Head of household or spouse with physically/mentally disabled status shall receive local preference points in the amount of 5 points.

Applicant household that is receiving family services in residential settings while also participating in Self-Sufficiency or Family Empowerment Program shall receive local preference points in the amount of 5 points.

Applicant household that is receiving Supported Community Living services that require live-in staff shall receive local preference points in the amount of 5 points.

Applicant household that is enrolled in the Transitional Housing Program for the homeless operated by Hillcrest Family Services shall receive local preference points in the amount of 5 points.

In each fiscal year, at least 75% of the HA's new admissions to the Section 8 Program must have incomes that do not exceed 30% of the area median income as published by HUD. Once the HA has reached 75% of new admissions to the Section 8 Program, applicant households with incomes above 30% of the area median income shall receive local preference points in the amount of 5 points.

Applicant households who reside, are working or who have been notified that an adult applicant member is hired to work in the City of Dubuque shall receive local preference points in the amount of 5 points. Work is defined as recurring employment excluding temporary agencies/employment. (The use of a residency preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, ethnic origin, gender, religion, disability, or age of any member of an applicant family.)

Single Applicant households who are elderly, disabled or displaced shall receive local preference and priority over the single person applicants who are not elderly, disabled or displaced. Single

Applicant households will remain on the waiting list until all other single applicants who are elderly, disabled or displaced have been serviced.

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

3 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

1 Applicant household being displaced due to code enforcement, fire/natural disaster and by other government action will be issued a Voucher immediately upon receipt of verifications required. Applicants claiming code enforcement/displacement preference for residing in substandard units shall not receive federal preference points if the unit is in substandard condition due to the applicant's failure to perform his or her obligation.

1 Additionally all eligible applicants completing the pre-application process and indicating the desire to occupy an initial HOME Program unit or Moderate Rehabilitation Program unit will be referred, as units are available while remaining active on the waiting list to receive a Voucher.

2 Head of household or spouse with physically/mentally disabled status shall receive local preference points in the amount of 5 points.

2 Applicant household that is receiving family services in residential settings while also participating in Self-Sufficiency or Family Empowerment Program shall receive local preference points in the amount of 5 points.

2 Applicant household that is receiving Supported Community Living services that require live-in

staff shall receive local preference points in the amount of 5 points.

2 Applicant household that is enrolled in the Transitional Housing Program for the homeless operated by Hillcrest Family Services shall receive local preference points in the amount of 5 points.

3 In each fiscal year, at least 75% of the HA's new admissions to the Section 8 Program must have incomes that do not exceed 30% of the area median income as published by HUD. Once the HA has reached 75% of new admissions to the Section 8 Program, applicant households with incomes above 30% of the area median income shall receive local preference points in the amount of 5 points.

2 Applicant households who reside, are working or who have been notified that an adult applicant member is hired to work in the City of Dubuque shall receive local preference points in the amount of 5 points. Work is defined as recurring employment excluding temporary agencies/employment. (The use of a residency preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, ethnic origin, gender, religion, disability, or age of any member of an applicant family.)

2 Single Applicant households who are elderly, disabled or displaced shall receive local preference and priority over the single person applicants who are not elderly, disabled or displaced. Single Applicant households will remain on the waiting list until all other single applicants who are elderly, disabled or displaced have been serviced.

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)
Application Packet and Information Brochures

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

- Through published notices
 Other (list below)
Public Notice Broadcasts
Area Service Agencies and Non-Profit Agencies

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(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 of the following two)

- 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))
- 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% of adjusted income

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

Market comparability study

Fair market rents (FMR)

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

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)
Congressional budget actions and HUD funding reductions

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)
Congressional budget actions and HUD funding

(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. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

(1) Capital Fund Program

- a. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability of sub-component 5B: 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.

(1) Hope VI Revitalization

- a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below 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)
Development name:
Development (project) number:
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

- c. Yes No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. Yes No: 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:
- e. Yes No: 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:

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

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

b. Projected end date of activity:

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

(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 the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

(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, what is the maximum number of participants this fiscal year? ___

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:

Participation in the Section 8 home ownership program is voluntary. Preference shall be given to FSS Participants. Each Section 8 home ownership participant must meet the general requirements for admission to the Section 8 Housing Choice Voucher Program as described in the City of Dubuque Section 8 Housing Administrative Plan. The family must satisfy all of the following initial requirements at commencement of home ownership assistance:

1. The family must be a first-time homeowner
2. The family must satisfy the minimum income requirement
3. The family must satisfy the employment requirements
4. The family must not have defaulted on a mortgage securing debt to purchase a home under the home ownership option
5. Except for cooperative members who have acquired cooperative membership shares prior to commencement of home ownership assistance, no family member has a present ownership interest in a residence at the commencement of home ownership assistance for the purchase of any home

6. The family must complete and submit all necessary home ownership counseling sessions and documents as described in this plan
7. The family must be financially capable to qualify for HA approved financing of the home and must be financially capable to provide at least 3% of the purchase price as a minimum homeowner down payment. The City of Dubuque Housing Services Rehabilitation Activity shall review lender qualifications and the loan terms before authorizing home ownership assistance.
 - a. First-time homeowner
Each family, except families with a disabled member, must be a first-time homeowner. A first-time homeowner means that no member of the household has had an ownership interest in any residence during the three years prior to the home ownership assistance. However, a single parent or displaced homemaker who, while married, owned a home with a spouse (or resided in a home owned by a spouse) is considered a first-time home owner for purposes of the Section 8 Home ownership Program.
 - b. Minimum Income Requirement
At the time the family is determined eligible for the Home ownership program, the head of household, spouse, and/or other adult household members who will own the home, must have a gross annual income at least equal to the Federal minimum hourly wage multiplied by 2,000 hours.
At the time a disabled family is determined eligible for the Home ownership program, the family's gross annual income must at least equal the monthly Federal Supplemental Security Income (SSI) benefit for an individual living alone (or paying his or her share of food and housing costs) multiplied by twelve.
 - c. Exclusion of Welfare Assistance
Except in the case of an elderly or disabled family, the HA shall not count any welfare assistance received by the family in determining annual income. The disregard of welfare assistance income in this section only affects the determination of minimum annual income used to determine if a family initially qualifies for the Home ownership assistance and does not affect the calculation of the amount of the family's total tenant payment or Home ownership assistance payments. In the case of an elderly or disabled family, the HA shall count welfare assistance in determining annual income.
 - d. Employment History
With the exception of disabled and elderly households, each family must demonstrate that one or more adult members of the family who will own the home is employed full-time (not less than an average of 30 hours per week); and has been continuously employed during the previous year. In the case of an elderly or disabled family, the HA will consider income from all sources, including welfare assistance in evaluating whether the household meets the minimum income required to purchase a home through the Section 8 Home Ownership program. The Housing and Community Development Manager may also consider whether and to what extent an employment interruption is considered permissible in satisfying the employment requirement. The Housing and Community Development Manager may also consider self-employment to determine

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

e. Completion of Initial Lease Term

Applicants for and new participants in the Section 8 Housing Choice Voucher Program shall be ineligible for participation in the Section 8 Home Ownership Program until completion of an initial Section 8 lease term (12 months) and at the participant's first annual recertification in the Section 8 Housing Choice Voucher Program. Nothing in this provision will preclude Section 8 participants who have completed an initial lease term (12 months) in another jurisdiction from participating in the Section 8 Home Ownership Program.

f. Repayment of Any Housing Authority Debts and/or Family Obligations
Participants in the Section 8 Housing Choice Voucher Program shall be ineligible for participation in the Section 8 Home Ownership Program if any debt or portion of a debt remains owed to the City of Dubuque Housing Services or any other Housing Authority. Additionally, participants who are in violation of their family obligations while receiving Section 8 assistance shall be ineligible for participation in the Section 8 Home Ownership Program.

g. The participant shall be required to repay any current court judgment or order or court approved mediation agreement. The Housing and Community Development Manager may allow exceptions after conducting an internal review.

h. If the head of household, spouse, or other adult household member who will execute the contract of sale, mortgage and loan documents has previously defaulted on a mortgage obtained through the Section 8 Home Ownership Program, the family will be ineligible to participate in the Home Ownership Program.

Additional Family Participation Requirements

(1) Before commencement of Home ownership assistance for a family, the family must attend and satisfactorily complete the pre-assistance Home ownership and housing counseling program required by the HA.

(2) Within a specified time, the family must locate the home it proposes to purchase; submit a purchase or sales agreement containing specific components to the HA for approval; allow the HA to inspect the proposed home ownership dwelling to assure that the dwelling unit meets the City of Dubuque Housing Code; obtain an independent inspection covering major building systems; obtain HA approval of the proposed mortgage (which must comply with generally accepted mortgage underwriting requirements); and enter into a written agreement with the HA to comply with all of its obligations under the Section 8 Program.

c. What actions will the PHA undertake to implement the program this year (list)?

All Family Self-Sufficiency participants receive financial counseling and homeownership training. All Voucher Participants are advised of the opportunities of homeownership

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

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

- a. Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- b. 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.
- c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
Dubuque County Agricultural Extension (Iowa State University Extension) – 13 years
- d. Demonstrating that it has other relevant experience (list experience below).

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

(Provide a statement of the PHA's progress against the goals and objectives established in the previous

5-Year Plan for the period FY 2000___ - 2004

PHA Goal: Increase the availability of decent, safe, and affordable housing. Expand the supply of assisted housing

Progress/Achievement: The City of Dubuque Housing Agency has increased the number of vouchers funded by adding 135 Housing Choice Vouchers to the program through applications from HUD for additional funding and conversions of Moderate Rehabilitation Contracts.

PHA Goal: Improve the quality of assisted housing

Progress/Achievement: All inspectors are certified by the Iowa Association of Housing Officials. The Housing Agency has increased public awareness of housing problems in the community and

worked closely with landlord associations and training through the Multi-Crime Free Housing Program. The Housing Agency performs over 1,200 annual and initial inspections per year.

PHA Goal: Increase assisted housing choices

Progress/Achievement: The housing agency conducts outreach efforts to potential voucher landlords by participating in the Multi-Crime Free Housing program on an annual basis. The housing agency also provides unit listings of all available units as a free service of advertising for landlords. This listing is updated on a weekly basis and has expanded from a one-page listing to three pages.

PHA Goal: Provide an improved living environment

Progress/Achievement: CDBG funds are used for housing code enforcement in targeted downtown neighborhoods. Dubuque's Childhood Lead Paint Poisoning Prevention Program continued with 117 units inspected and 9 units have completed the program and are lead safe. The HA has continued the administration of a number of housing rehabilitation-loan programs, for both owner-occupied housing and rental units. Within the last year, eight apartments were completed or in the process of rehabilitation, using \$71,515 in City funds, matched by \$67,500 in owner/lender financing.

PHA Goal: Promote Self-Sufficiency and asset development of assisted households

Progress/Achievement: Nineteen participants of the Family Self-Sufficiency Program have successfully obtained their goals and graduated from the program. FSS graduates average 5-6 per year. The National Association of Housing and Redevelopment Officials (NAHRO) recognized Dubuque's Family Self-Sufficiency (FSS) Program with a National Award of Merit. Our second annual "Road to Success" jobs fair earned this distinction in NAHRO's program innovation category. At this event, FSS heads of household participate in mock job interviews, receive critical feedback and also "shop" for good business clothing donated by Housing Department and other City staff. The HA subcontracts with the ISU-Dubuque County Extension Office to meet with all FSS families throughout the year, preparing them for financial independence and possible homeownership. Twenty five participants have successfully completed the budgeting and homeownership workshops.

PHA Goal: Ensure Equal Opportunity in Housing for all Americans

Progress/Achievement: The assisted housing program has an increased participation of minorities by 20%. Additionally, disabled applicants are assigned local preference points in selection from the waiting list. The HA continues to collaborate with the City of Dubuque Human Rights Department to increase public awareness and outreach in the area of Fair Housing.

PHA Goal: Improve the affordability of housing for homeowner and first time homeowner households.

Progress/Achievement: The Housing Department places a high priority on assistance to first-time homebuyers. In FY04, 19 homes were financed with CDBG funds, for first-time purchasers, and totaled \$95,000 in City investment. For the last three years, we received an award from the Des Moines Federal Home Loan Bank (FHLB) in support of our first-time home buyer assistance programs. Sixty three families have purchased their first homes using these funds. Three participants of the Section 8 Voucher Program have successfully purchased homes.

B. Criteria for Substantial Deviations 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

Any changes to admissions policies; waiting list organization; additional programs; changes to interim rent policies and interim determinations affecting over 50% of the Voucher Program participants,

b. Significant Amendment or Modification to the Annual Plan

Any changes to admissions policies; waiting list organization; additional programs; changes to interim rent policies and interim determinations affecting over 50% of the Voucher Program participants, VPS if set at a level other than 90 – 100% of FMR,

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

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

If yes, provide the comments below:

Some members voiced concern that reductions in Section 8 funding will cause heavy concentrations of poverty areas. Although one member stated that his experience has been different in that he is able to rent on the West side and does not have anyone else in the building that is a participant of the Section 8 program and wishes there were more Section 8 renters in his building.

In regards to the Section 8 homeowner program, the residents felt this was a very good program but the PHA should provide more education about how to become a homeowner. It was noted that all Section 8 homeowners must complete training and classes on homeownership prior to approval. However, the resident felt that training should begin earlier and be taught to all participants of the Section 8 program.

Additionally, more training should be performed by the PHA on being a good tenant/citizen and make the training part of the annual recertification that must be completed. One person commented that several landlords make bad choices for tenants; however, the group agreed that there are both good and bad landlords. As a participant, one member argued, they have rules and regulations to follow; however, other renters in the same building may not be on the program and do not seem to have any rules or regulations.

The RAB recommended a minimum rent be set with the suggested amount of \$10.00 per month. It was noted that the PHA cannot see all the misuses of the program with other income and people in the household that are not reported. They felt that the minimum rent would allow persons to invest in themselves.

However, true hardship cases should be allowed an exception.

RAB recommended increasing the FSS Program since it is a positive program with such good results and noted that HUD should provide more funding for programs such as that.

One member recommended that the Housing Commission increase public awareness to gain input from all groups in its policy decisions. This member felt that the meetings for the Consolidated Plan and Housing Commission were not published well enough and stated that many persons do not read the newspaper. She felt that more user friendly letters should be sent to all participants notifying them of proposed changes and asking for input. Another member stated that she felt the meetings were well advertised. It was noted that it is difficult to get participants to attend meetings since all Section 8 participants had been invited to the RAB meeting and only four persons attended the meeting.

The portability features of the Voucher Program do not seem to be working as HUD intended. Some people seem to be using the program by moving into the jurisdiction for the required one year and then leave; taking the voucher with them with no intentions of ever remaining in the jurisdiction that issued the voucher. This practice does not seem fair.

The board stressed increasing public awareness of the program rules and reporting. For instance, a special phone number or line could be established to report misuses of the program anonymously or a drug tip line. The PHA noted that persons are currently allowed to file reports anonymously. The board did not feel that persons are aware of that fact. The board suggested distribution of fact sheets about the rules and regulations and how to report any misuses.

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

Considered comments, but determined that no changes to the PHA Plan were

necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

The PHA forwarded all comments to the Housing Commission to take into consideration for any future changes in policy.

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: John Plein

Method of Selection:

Appointment

The term of appointment is (include the date term expires):

08/17/2006

Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

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)

Self-nomination. Candidates register with the City of Dubuque City

Clerk's office and request a place on the ballot.

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)

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)

Article II. Municipal Housing Powers

Division 1. Municipal Housing Agency

Section 15-11. Municipal housing agency and governing board:

(a) The City Council has determined it to be in the public interest for the city to directly exercise its municipal housing powers under Iowa Code chapter

403A. The city is the designated municipal housing agency for the city and shall exercise all the powers as are provided for in Iowa Code chapter 403A. The governing body of the municipal housing agency shall be the municipal housing governing board, referred to in this chapter as the "governing board", consisting of the City Council and one member appointed as provided in paragraph (b). The governing board shall comply with the procedural rules of the City Council and shall have final jurisdiction over all matters of the municipal housing agency. The City Manager is authorized to direct, administer, and manage the agency through the Department of Housing and Community Development.

- (b) The appointed member of the governing board shall be the member of the Housing Commission appointed pursuant to Section 15-23(e).
- (c) The Mayor shall preside at all meetings of the governing board and shall execute agreements, deeds and other documents as Mayor of the City of Dubuque.

Section 15-23. Membership; Vacancies; Qualifications:

(e) One member of the Commission shall be a person who is a recipient of tenant-based rental assistance under section 8 of the United States Housing Act of 1937 (42 USC 1437f) whose name appears on a lease of section 8 property and who is eighteen (18) years of age or older. If such member ceases to be a recipient of rental assistance under section 8, the term of such member shall be deemed terminated and a new member who meets the requirements of this subsection (e) shall be appointed for the remainder of the term.

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

- 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):

Date of next term expiration of a governing board member:

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

Consolidated Plan jurisdiction: (provide name here) City of Dubuque

a. 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 on its waiting list 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)

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

The Consolidated Plan establishes strategies to address the housing, economic and community development needs identified through our citizen participation process. Our mission is to establish goals, objectives and outcomes that meet the needs of our community by providing decent housing, creating a suitable living environment and expanding economic opportunities.

The strategic plan outlines the steps to accomplish in addressing the housing, economic and community development needs identified in the Consolidated Plan. The priority needs, goals, objectives and outcomes listed are a result of community input from many avenues and a review of other community needs assessments which reflected a community-wide input.

Plan Elements:

The Strategic Plan has incorporated three themes for its purpose: Affordable Housing Opportunities, Family and Neighborhood Revitalization; and Economic Opportunities.

Under each theme, goals, objectives and outcomes are listed. Annual progress will be undertaken toward these outcomes through implementation of the Annual Action Plan each of the five years. Since this is a plan based on the best available data, it is understood that as more data becomes available or as strategies are

evaluated, the plan may be amended through the public process during the five-year period. The intent is for the plan to be the most efficient and effective in addressing the needs of the community and strengthening Dubuque.

(4) (Reserved)

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

10. Project-Based Voucher Program

- a. Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below:)

- c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

11. List of Supporting Documents Available for Review for Streamlined

Five-Year/ Annual PHA Plans

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	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year 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 for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance	Annual Plan: Capital

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	and Evaluation Report for any active grant year.	Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, 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
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section <u>XIX</u> of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative 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
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> 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				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
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				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
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:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:			
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	

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name				<input 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: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:
	Annual Statement				
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual						
Statement						
Total CFP Estimated Cost			\$			\$

Attachments

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

Attachment A (Organization Chart):

HOUSING & COMMUNITY DEVELOPMENT DEPT ORGANIZATION CHART

DEPARTMENT MANAGER

DAVID HARRIS – 87

Housing Code Appeals Board		Housing Commission			Housing Trust Fund Committee	Community Development Commission
Inspection & Licensing		Assisted Housing			Housing Rehabilitation	Community Development
Senior Housing Inspector – Kathaleen Lamb – 89		Assisted Housing Supervisor – Janet Walker – 87			Rehab Supervisor – Joleen Patterson – 72	Community Development Specialist – Aggie Tuake – 01
Inspector I	Lead Paint Inspector	Assisted Housing Specialist	Confidential Secretary	Inspector I	Construction Specialist – Richard Firzlaff – 72	
Roger Benz – 00	Joe Kirk - 03	Cate Richter – 92	Donna Schmitt – 97	Tim Moler – 87		
	Robert Boge - 04	Tracy Doyle – 95	Tusdee Blus – 03	Tom Smith – 87	Rehab Assistant – Kris Neyen – 90	
Permits Clerk – Bobbi Delaney – 00		Teresa Hartman – 92				
	Lead Paint Assistant – Tami Ernster – 97	Carroll Clark – 01			Confidential Secretary – Jean Noel - 95	

Attachment B (Acronyms and Glossary of Terms):

ACC: Annual Contributions Contract (Federal contracts entered into with local public housing agencies over a fixed period of time for payments toward rental subsidies and costs.)

AI: Analysis of Impediments (to fair housing)

CDBG: Community Development Block Grant

CHAS: Comprehensive Housing Affordability Strategy

CHDO: Community and Housing Development Organization

Consolidated

Plan: Developed by local and state governments with the input from citizens and community groups, the Consolidated Plan services four functions: 1) it is a planning document for each state and community, built upon public participation and input; 2) it is the application for funds under HUD's formula grant programs; 3) it lays out local priorities; and 4) it lays out a 3-5 year strategy the jurisdiction will follow in implementing HUD programs.

FMR: Fair Market Rent – Rent Schedules published in the Federal Register which establish maximum eligible rent levels allowed under the Section 8 program by geographic area.

HA: Housing Authority

HAP: Housing Assistance Payment

HOME: Home Investment Partnership

HUD: U.S. Department of Housing and Urban Development

PHA: Public Housing Authority

PIH: Public and Indian Housing

Section 8: Housing Assistance Payments Program, authorized by the Housing and Community Development Act of 1974.

SRO: Single Room Occupancy