

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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2005

**PHA Plan
Agency Identification**

PHA Name: Kansas City, Kansas Housing Authority

PHA Number: KS001

PHA Fiscal Year Beginning: 04/2005

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
Help families and individuals with low and moderate incomes achieve greater stability and self-reliance by providing safe, affordable, quality housing; partnering with community services and agencies and promoting economic opportunity in a suitable living environment, free from discrimination.

B. Goals

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)
- 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)
- 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)

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)

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)
Expand partnership with social service agencies, including the Kansas Department of Commerce to increase availability of employment and training opportunities for public housing residents.

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)

**Annual PHA Plan
PHA Fiscal Year 2005**

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

This plan calls for the PHA to continue improving the quality of its housing stock by investing its CAP fund allocation to make units competitive with housing in the private sector. The PHA proposes to use future CAP funds to improve lighting and security, install central air units, upgrade interiors and refurbish roofs and exterior facades.

The PHA will continue to implement policies that help program participants complete their HS education or equivalency, pursue a post secondary education, acquire training and/or find employment in an effort to increase their incomes and achieve economic independence. It successful with its 2004 ROSS grant proposal, the PHA will also continue its partnership with the Family Conservancy (formerly known as Heart of America Family Services) to increase employability among public housing families and promote self-sufficiency. To that end and to improve academic achievement among students, the PHA will maintain its partnership with the Kansas City, Kansas Public Schools, KU Apex GearUp, KCK Community College and Youthbuild.

The Authority will explore options under the Section 8 program to expand housing options for frail elderly persons needing limited supportive services to preserve an independent living style. To this end, the Authority will consider housing developments in non-impacted census tracts.

For the purposes of this plan the Authority defines “substantial deviation” from the plan as a change that meets one or both of the following criteria:

- A change not included in the 5-Year Plan; and
- A change requiring an unplanned non-emergency expenditure of \$500,000 or more.

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

	<u>Page #</u>
i. Annual Plan Type	1
ii. Executive Summary of the Annual PHA Plan	1
1. Statement of Housing Needs	5
2. Financial Resources	9
3. Policies on Eligibility, Selection and Admissions	10
4. Rent Determination Policies	18
5. Operations and Management Policies	22
6. Grievance Procedures	23
7. Capital Improvement Needs	23
8. Demolition and Disposition	26
9. Designation of Housing	26
10. Conversions of Public Housing	27
11. Homeownership	28
12. Community Service Programs	30
13. Crime and Safety	33
14. Pets (Inactive for January 1 PHAs)	34
15. Civil Rights Certifications (included with PHA Plan Certifications)	35
16. Audit	35
17. Asset Management	35
18. Other Information	35

Attachments

Required Attachments:

- Admissions Policy for Deconcentration.....ks001a01
- FY 2005 Capital Fund Program Annual Statement & 5-year Action Plan.....ks001b01
- Performance & Evaluation Report Capital Fund Program (KS16P00150100).....ks001b02
- Performance & Evaluation Report Capital Fund Program (KS16P00150101).....ks001b03
- Performance & Evaluation Report Capital Fund Program (KS16P00150102).....ks001b04
- Performance & Evaluation Report Capital Fund Program (KS16P00150103).....ks001b05
- Performance & Evaluation Report Capital Fund Program (KS16P00150203).....ks001b06
- Performance & Evaluation Report Capital Fund Program (KS16P00150104).....ks001b07
- RASS Follow-Up Plan (2003 REAC).....ks001f01

Optional Attachments:

- Comments of Resident Advisory Board or Boards.....ks001g01
- PHA Pet Policy.....ks001h01
- Policy Allowing Housing Choice Vouchers to Create Homeownership Opportunities.....ks001i01
- Community Service Programs.....ks001j01

Supporting Documents Available for Review

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
YES	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
YES	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
YES	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
YES	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
YES	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
YES	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
YES	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
YES	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
YES	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
YES	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	A & O Policy	
YES	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
YES	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
YES	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
YES	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NO	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
YES	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NO	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
YES	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
YES	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
YES	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
YES	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
YES	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
YES	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NO	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
YES	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
NO	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	2,390	N/A	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	1,665	N/A	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	2,300	N/A	N/A	N/A	N/A	N/A	N/A
Elderly	2,585	N/A	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	4,425	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity (1-WnH)	9,085	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity (2-BnH)	8,010	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity (3-H)	3,000	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity (4-Other)	949	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: **2000-2004**
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	199		513
Extremely low income <=30% AMI	169	85%	
Very low income (>30% but <=50% AMI)	23	12%	
Low income (>50% but <80% AMI)	7	1%	
Families with children	122	61%	
Elderly families	11	1%	
Families with Disabilities	30	15%	
Race/ethnicity (2)	148	74%	
Race/ethnicity (1)	43	22%	
Race/ethnicity (4)	8	1%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	77	39%	263
2 BR	94	47%	154
3 BR	19	4%	74
4 BR	7	1%	17
5 BR	0	0%	5
5+ BR	2	1%	0

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

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

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

Select all that apply

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

Other: **Providing Project-base Section 8 housing vouchers to eligible affordable housing developments in non-impacted census tracts that provide new opportunities for low-income residents, particularly low-income seniors with special needs, which has been identified as an unmet community need.**

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

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

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)
Adopt and implement policies to support and encourage the pursuit of self-sufficiency through resident participation in education, job training, employment, resident organizations, ROSS and other self-sufficiency programs available to public housing residents.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)
Continue to pursue the development of an assisted housing facility aimed at serving low-income persons.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	\$5,187,438	
b) Public Housing Capital Fund	\$3,594,948	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$4,342,236	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self- Sufficiency Grants	\$345,201	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP – KS16P001501-03	\$1,608,883	Public Housing Capital Improvements
CFP – KS16P001502-03	\$123,622	Public Housing Capital Improvements
CFP – KS16P001501-04	\$3,445,684	Public Housing Capital Improvements
URP – KS16URD001D101		HOPE VI Demolition Grant
3. Public Housing Dwelling Rental Income	\$3,188,338	Public Housing Operations
4. Other income (list below)		
Interest Income	\$61,070	Public Housing Operations
Other Income	\$273,960	Public Housing Operations
4. Non-federal sources (list below)		
Total resources	\$22,171,380	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

(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:

At time of application

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

Criminal or Drug-related activity

Rental history

Housekeeping

Other (describe)

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

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

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

(2) Waiting List Organization

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

Community-wide list

Sub-jurisdictional lists

Site-based waiting lists

Other (describe)

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

PHA main administrative office

PHA development site management office

Other (list below)

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

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

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
 - Two
 - Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
 - 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)
 - **Live at closer proximity to place of employment**

- **Accommodate pet ownership for elderly or disabled families, in accordance to Authority's pet policy**

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 3 Working families and those unable to work because of age or disability
 Veterans and veterans' families
- 4 Residents who live 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
- 4 Victims of reprisals or hate crimes
 Other preference(s) (list below)
4. Relationship of preferences to income targeting requirements:
 The PHA applies preferences within income tiers
 Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and developments targeted below)

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

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

Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

Other (list below)

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other (list below)

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

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

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

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

Criminal or drug-related activity

Other (describe below)

(2) Waiting List Organization

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

None

Federal public housing

Federal moderate rehabilitation

Federal project-based certificate program

Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance?

PHA main administrative office

Other (list below)

(3) Search Time

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

If yes, state circumstances below:

On a case-by-case basis when residents can verify that they actively sought but were unable to find adequate housing within the 60-day period.

(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)

Frail Elderly with special needs

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

- Veterans and veterans' families
- 4 Residents who live and/or work in your jurisdiction
- 4 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
- 4 Victims of reprisals or hate crimes
- Other preference(s) (list below)

3 Adult children of current Section 8 or Public Housing residents, who are currently enrolled in a post-secondary education program.

4 Adult children of persons who live in the jurisdiction and are enrolled in a post-secondary education program.

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

A family may be granted exemption from paying minimum rent (Minimum TTP) when:
a) The family has lost eligibility or is waiting eligibility determination from Federal, State or local assistance; b) The family would be evicted as a result of the imposition of the minimum rent requirement; c) The income of the family has decreased because a changed circumstances including loss of employment, death in the family and other circumstances as determined by the PHA and HUD.

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

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

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

The PHA employs a flat rent at the resident's option. Flat rents are based on bedroom size: 0-bedrooms - \$240/mo; 1-bedroom - \$342/mo; 2-bedrooms - \$397/mo; 3-bedrooms - \$486/mo; 4-bedrooms - \$504/mo; 5-bedrooms - \$575/mo and 6-bedrooms - \$723/mo.

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)
Any time the family experiences a change in family composition.

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

A family may be granted an exemption from paying minimum rent (Minimum TTP) when: a) The family has lost eligibility or is waiting eligibility determination from Federal, State or local assistance; b) The family would be evicted as a result of the imposition of the minimum rent requirement; c) The income of the family has decreased because a changed circumstances including loss of employment, death in the family and other circumstances as determined by the PHA and HUD.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1,730	450
Section 8 Vouchers	920	145
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs (list individually) - ROSS	60	10

C. Management and Maintenance Policies

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

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **ks001b01**

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) **ks001b01**

-or-

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway

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

If yes, list development name/s below:

K1-01 Juniper Gardens

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

If yes, list developments or activities below:

K1-01 Juniper Gardens

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

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: Glanville Towers & Plaza Towers
1b. Development (project) number: K1-17 & K1-24
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (12/15/05)
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	Juniper Gardens
1b. Development (project) number:	K1-01
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input checked="" type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No:	Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input checked="" type="checkbox"/> Conversion Plan approved by HUD on: 23/01/2004 <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

3. Program Description:

The Section 8 Homeownership Program provides homeownership vouchers to current Section 8 Tenants who have qualified for a conventional home mortgage and completed literacy training; homebuyer education, and have met job and credit qualification requirements. The participant will then be allowed to use his/her housing choice voucher to meet the monthly mortgage obligation.

a. Size of Program

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

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

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

b. PHA established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 06/13/2001

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
ROSS Grant (K1-01)	62	TANF Recipients	Heart of America Family Services – On-site on K1-01	All Public Housing Residents
Youth Build	23 participants	HS Dropouts	United Way of Wyandotte County	HS Dropouts ages 16-24
KU GearUp: College preparatory, academic support & scholarships	350 students	HS & Middle School Students ages 11-18	University of Kansas Academic Programs for Excellence	Public Housing Residents
KIDZONE: Before & after-school Cultural, academic, social & artistic enrichment	125	Set-aside slots for elementary school students in public housing.	KCK Public Schools – Prevention Programs	KCK Public School students attending Elementary School
Project Discovery: after-school tutoring, mentoring & support	65	50 slots set-aside for public housing youth	KCK Public Schools – Prevention Programs	KCK Public School students attending Middle & High School
National Youth Sports Program:	300	60 Slots set-aside for	KCK Community	All KCK youth ages

Sports, recreation & academic		public housing youth	College	10-15
Trips for Kids/Wrench-a-Bike	200	48 Slots set-aside for public housing youth	Trips for Kids	All youth ages 10 to 15
KU GearUp: College preparatory, academic support & scholarships	350 students	HS & Middle School Students ages 11-18	University of Kansas Academic Programs for Excellence	Public Housing Residents
KIDZONE: Before & after-school Cultural, academic, social & artistic enrichment	125	Set-aside slots for elementary school students in public housing.	KCK Public Schools – Prevention Programs	KCK Public School students attending Elementary School
Summer Youth Employment Workforce Investment Act – US Dept of Labor	64 Students	Set-aside job/training slots for PH youth ages 14-21	KS Dept. of Commerce – Job Service; KU GearUp; USD 500 – Prevention Services	Public Housing youth ages 14 to 21

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing - ROSS Grant	62 Participants	62 participants
Section 8	N/A	N/A

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

C. Welfare Benefit Reductions

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

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

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

The PHA Community Service Requirement Policy is included in this plan as Attachment ks001j01

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

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

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

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

K1-01 – Juniper Gardens

K1-04 – Wyandotte Towers

K1-02 – St. Margaret's

K1-05 – Belrose Manor
K1-12 – Chalet Manor

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

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

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

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

All developments excluding scattered sites

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

All Developments

D. Additional information as required by PHDEP/PHDEP Plan

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

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

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

18. Other Information

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

Attached at Attachment (File name) **ks001g01**

Provided below:

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

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

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

Other: (list below)
Most comments were positive and supportive

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

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

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

3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

b. Eligible candidates: (select one)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

Any adult member of a resident or assisted family organization

Other (list)

c. Eligible voters: (select all that apply)

All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

Representatives of all PHA resident and assisted family organizations

Other (list)

C. Statement of Consistency with the Consolidated Plan

1. Consolidated Plan jurisdiction:

Unified Government of Wyandotte County/Kansas City, Kansas

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

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

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

- Public facility improvements
- Demolition of vacant and unsafe structures
- Programs that provide increased homeownership opportunities
 - CHIP (Community Housing Initiatives Program)
 - ADDI (American Dream Down-payment Initiative)
- Economic Development activities for job creation and development

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

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

1. This Authority does not discriminate on the grounds of race, color, sex, religion, handicap or national origin in any phase of its operation. Further, there shall be no intimidatory or retaliatory action by this Authority or its staff against any applicant or Resident because of participation in civil rights activities or for having asserted any of his/her rights under the Civil Rights Act and the regulations and requirements pursuant thereto.
2. Applications for housing will be accepted between the hours of 7:00am and 5:00pm, Monday through Friday, at the following address: 1124 North 9th Street, Kansas City, Kansas 66101.
3. Such location of facilities for filing of applications for tenancy and such circumstances for acceptance of applications will afford the applicant the greatest opportunity of his/her rights under the Resident Selection and Assignment Plan adopted by the Local Authority. Applications filed shall be dated and time-stamped.
4. Each applicant shall be assigned his/her appropriate place on a community wide basis in sequence based upon date and time his/her application is received, suitable type or size of unit, and factors affecting preference or priority established by the Local Authority's regulations, which are not inconsistent with the objectives of Title VI of the Civil Rights Act of 1964 and Department of Housing and Urban Development regulations and requirements pursuant thereto.
5. Our plan for selection of residents and their assignment to dwelling units is as follows:

Plan A: Consistent with Section 513 of the Quality Housing and Work Responsibility Act of 1998, with respect to income targeting, offers shall be made first in locations targeted by the Local Authority. The Local Authority shall target two developments per quarter to promote de-concentration of poverty in public housing. The first target area will be designated to higher income applicants and the second area shall be designated for very low incomes. If an applicant's annual income is above 50% of Median Area Income (MAI) the offer shall first be made in targeted locations having

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

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

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

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

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

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

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

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

RESOLUTION NO. 2351

AMENDING THE METHODS OF ADMINISTRATION TO INCLUDE INCOME TARGETING

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

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

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

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

APPROVED AT THE ANNUAL MEETING JUNE 17, 1999

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

PHA Name: Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150105 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
--	--	----------------------------------

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (Revision No.:)
 Performance and Evaluation Report for Period Ending: 9/30/01 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	\$300,000.00			
3	1408 Management Improvements	\$155,000.00			
4	1410 Administration	\$359,494.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$150,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$190,000.00			
10	1460 Dwelling Structures	\$2,078,454.00			
11	1465.1 Dwelling Equipment-Nonexpendable	\$39,000.00			
12	1470 Nondwelling Structures	\$250,000.00			
13	1475 Nondwelling Equipment	\$34,000.00			
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$39,000.00			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$3,594,948.00		\$0.00	\$0.00
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

PHA Name: Kansas City Kansas Housing Authority		Grant Type and Number Capital Fund Program No: KS16P00150105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-2 St. Margaret's Park	Exterior Repair and Painting	1460	52	100,000.00				
	Exterior Lighting Improvements	1450		75,000.00				
K1-3 Cyrus K. Holliday	Exterior Repair and Painting	1460	27	50,000.00				
	Central Air Conditioning	1460	60	220,000.00				
	Exterior Lighting Improvements	1450		65,000.00				
K1-4 Wyandotte Tower	Domestic Water Pumps	1460		64,454.00				
	Security Camera Improvement	1460		6,000.00				
K1-6E Douglas Heights	Interior Repair (Phase 2)	1460	39	780,000.00				
	Relocation	1495.1	39	39,000.00				
	Appliances	1465.1	39	39,000.00				
	Site Improvements	1450		50,000.00				
	HVAC Water Treatment	1460		8,000.00				
K1-13 Welborn Villa	HVAC Modifications	1460	6	30,000.00				
K1-15 Scattered Houses	Exterior Repair and Painting	1460	20	110,000.00				
K1-18 Rosedale Tower	Emergency Generator	1460	1	105,000.00				
K1-24 Plaza Tower	Emergency Generator	1460	1	105,000.00				

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

HAName:		Locality: (City/County & State)		<u> X </u> Original	_____ Revision No. _____
Kansas City, Kansas Housing Authority		Kansas City, Wyandotte County, Kansas			
Development Number/Name/HA-Wide	Work Statement For Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2009
K1-2 St. Margaret's Park	S E E A N N U A L S T A T E M E N T		\$270,000.00		\$103,454.00
K1-3 Cyrus K. Holiday				\$138,000.00	\$62,000.00
K1-4 Wyandotte Tower					\$260,000.00
K1-5 Belrose Manor		\$614,454.00	\$628,454.00	\$360,000.00	\$93,000.00
K1-6 Douglas Heights		\$506,000.00	\$135,000.00	\$40,000.00	\$135,000.00
K1-7 Scattered Sites		\$80,000.00			\$40,000.00
K1-9 Scattered Sites		\$101,000.00		\$45,000.00	
K1-10 Scattered Sites		\$250,000.00			\$70,000.00
K1-11 Grandview Park		\$40,000.00	\$140,000.00	\$141,954.00	
K1-13 Welborn villa		\$30,000.00		\$300,000.00	
K1-15 Scattered Houses		\$108,000.00	\$108,000.00	\$118,000.00	\$118,000.00
K1-17 Glanville Tower			\$792,000.00	\$852,000.00	\$982,000.00
K1-18 Rosedale Tower		\$55,000.00			
K1-21 Scattered Sites				\$33,500.00	
K1-23 Scattered Sites		\$134,000.00			
K1-24 Plaza Tower		\$55,000.00		\$40,000.00	
Highrises				\$60,000.00	\$20,000.00
K1-ALL			\$1,621,494.00	\$1,521,494.00	\$1,466,494.00
CFP Funds Listed for 5-Year Planning		\$3,594,948.00	\$3,594,948.00	\$3,594,948.00	\$3,594,948.00
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities For Year 2 FFY Grant: 2006 PHA FY: 2006			Activities For Year 3 FFY Grant: 2007 PHA FY: 2007		
	Development Number/ Name	Major Work Categories	Estimated Cost	Development Number/Name	Major Work Categories	Estimated Cost
S E E A N N U A L S T A T E M E N T	K1-5 Belrose Manor	Exterior Modifications/Repair/Painting	\$504,454.00	K1-2 St. Margaret's Park	Roof Replacement	\$270,000.00
		Exterior Lighting Improvements	\$110,000.00	K1-5 Belrose Manor	Exterior Modifications/Repair/Painting	\$628,454.00
	K1-6E Douglas Heights	Interior Repair (Phase 3)	\$460,000.00	K1-6 Douglas Heights	Exterior Lighting Improvements	\$105,000.00
		Relocation	\$23,000.00		Parking Lot Improvements	\$30,000.00
		Appliances	\$23,000.00	K1-11 Grandview Park	Central Air Conditioning	\$140,000.00
	K1-7 Scattered Sites	Central Air Conditioning	\$80,000.00	K1-15 Scattered Houses	Interior Repair (Phase 2)(4)	\$100,000.00
	K1-9 Scattered Sites	Central Air Conditioning	\$101,000.00		Relocation	\$4,000.00
	K1-10 Scattered Sites	Parking Lot Improvements	\$250,000.00		Appliances	\$4,000.00
	K1-11 Grandview Park	Exterior Lighting Improvements	\$40,000.00	K1-17 Glanville Tower	Interior Repair (Phase 1)	\$720,000.00
	K1-15 Scattered Houses	Interior Repair (Phase 1)(4)	\$100,000.00		Relocation	\$36,000.00
		Relocation	\$4,000.00		Appliances	\$36,000.00
		Appliances	\$4,000.00			
	K1-13, K1-18, & K1-24	Site Improvements	\$100,000.00			
	K1-18 & K1-24	Retube Boilers	\$40,000.00	K1-ALL	Operations	\$100,000.00
	K1-23 Scattered Sites	Garage Doors	\$38,000.00	K1-ALL	Architecture / Engineering	\$150,000.00
		Driveway Improvements	\$96,000.00	K1-ALL	Administration	\$359,494.00
	K1-ALL	Operations	\$200,000.00	K1-ALL	Managements Improvements	
	K1-ALL	Architecture / Engineering	\$150,000.00		Rehab Crew	\$80,000.00
	K1-ALL	Administration	\$359,494.00		Janitor	\$20,000.00
	K1-ALL	Managements Improvements			Truck	\$34,000.00
		Rehab Crew	\$80,000.00		Security Coordinator/Advisor	\$28,000.00
		Janitor	\$20,000.00	K1-ALL	Maintenance Facility,	
		Truck	\$34,000.00		Replacement Housing,	
		Security Coordinator/Advisor	\$28,000.00		K1-1 Replacement Housing and	
	K1-ALL	Maintenance Facility, Replacement			K1-1 Improvements	\$750,000.00
		Housing, K1-1 Replacement, and				
		K1-1 Improvements	\$750,000.00			
	Total CFP Estimated Cost		\$3,594,948.00	Total CFP Estimated Cost	\$3,594,948.00	

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

Activities For Year 4 FFY Grant: 2008 PHA FY: 2008			Activities For Year 5 FFY Grant: 2009 PHA FY: 2009		
Development Number/ Name	Major Work Categories	Estimated Cost	Development Number/Name	Major Work Categories	Estimated Cost
K1-3 Cyrus K. Holiday	Roof Replacement	\$138,000.00	K1-2 St. Margaret's Park	Bath Renovations(Showers)	\$103,454.00
K1-5 Belrose Manor	Central Air Conditioning	\$360,000.00	K1-3 Cyrus K. Holiday	Bath Renovations(Showers)	\$62,000.00
K1-9 Scattered Sites	Exterior Repair/ Painting	\$45,000.00	K1-4 Wyandotte Tower	Roof Replacement	\$180,000.00
K1-11 Grandview Park	Roof Replacement	\$70,000.00		Trash Room Elevator	\$80,000.00
	Site Improvements	\$71,954.00	K1-5 Belrose Manor	Bath Renovations(Showers)	\$93,000.00
K1-13 Welborn Villa	HVAC Modifications	\$300,000.00	K1-6F Douglas Heights	Exterior Repair / Painting	\$135,000.00
K1-15 Scattered Houses	Interior Repair (Phase 3)(4)	\$110,000.00	K1-7 Scattered Sites	Exterior Repair / Painting	\$40,000.00
	Relocation	\$4,000.00	K1-10 Scattered Sites	Exterior Repair / Painting	\$70,000.00
	Appliances	\$4,000.00	K1-15 Scattered Houses	Interior Repair (Phase 4)(4)	\$110,000.00
K1-17 Glanville Tower	Interior Repair (Phase 2)	\$750,000.00		Relocation	\$4,000.00
	Relocation	\$36,000.00		Appliances	\$4,000.00
	Appliances	\$36,000.00	K1-17 Glanville Tower	Interior Repair (Phase 2)	\$750,000.00
K1-21 Scattered Sites	Roof Replacement/Ext. Repair/Painting	\$33,500.00		Relocation	\$36,000.00
K1-6, K1-17 and K1-24	Exterior Door Replacement	\$110,000.00		Appliances	\$36,000.00
Highrises	HVAC Water Treatment	\$60,000.00		Roof Replacement	\$160,000.00
			All Highrises	Trash Chute Cleaning / Repair	\$20,000.00
K1-ALL	Architecture / Engineering	\$150,000.00	K1-ALL	Parking Lot Repair/Sealing/Restrip	\$150,000.00
K1-ALL	Administration	\$359,494.00	K1-ALL	Site Improvements / Landscaping	\$120,000.00
K1-ALL	Management Improvements		K1-ALL	Architecture / Engineering	\$150,000.00
	Rehab Crew	\$80,000.00	K1-ALL	Administration	\$359,494.00
	Janitor	\$20,000.00	K1-ALL	Management Improvements	
	Truck	\$34,000.00		Rehab Crew	\$80,000.00
	Car	\$20,000.00		Janitor	\$20,000.00
	Security Coordinator / Advisor	\$28,000.00		Truck	\$34,000.00
	Computer Upgrades	\$25,000.00		Car	\$20,000.00
K1-ALL	Maintenance Facility, Replacement			Security Coordinator / Advisor	\$28,000.00
	Housing, K1-1 Repl Housing&Imp.	\$750,000.00	K1-ALL	Maintenance Facility, Replacement	
				Housing, K1-1 Repl Housing&Imp.	\$750,000.00
Total CFP Estimated Cost		\$3,594,948.00	Total CFP Estimated Cost		\$3,594,948.00

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

PHA Name: Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
--	--	----------------------------------

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (Revision No.:)
 Performance and Evaluation Report for Period Ending: 09/30/04 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$400,000.00	\$400,000.00	\$400,000.00	\$400,000.00
3	1408 Management Improvements	\$168,553.00	\$168,553.00	\$168,553.00	\$168,552.91
4	1410 Administration	\$406,849.00	\$406,849.00	\$406,849.00	\$406,849.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$131,685.00	\$131,685.00	\$131,685.00	\$131,685.40
8	1440 Site Acquisition				
9	1450 Site Improvement	\$117,166.00	\$117,166.00	\$117,166.00	\$117,166.04
10	1460 Dwelling Structures	\$2,553,036.00	\$2,553,036.00	\$2,553,036.00	\$2,553,036.47
11	1465.1 Dwelling Equipment-Nonexpendable	\$165,487.00	\$165,487.00	\$165,487.00	\$165,486.70
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$86,722.00	\$86,722.00	\$86,722.00	\$86,721.30
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$38,994.00	\$38,994.00	\$38,994.00	\$38,994.18
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$4,068,492.00	\$4,068,492.00	\$4,068,492.00	\$4,068,492.00
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

PHA Name: Kansas City Kansas Housing Authority	Grant Type and Number Capital Fund Program No: KS16P00150100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
--	---	-------------------------------------

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-1 Juniper Gardens	Rehousing for Residents	1499		0.00		0.00	0.00	
	Relocation	1495.1		2,037.00		2,037.11	2,037.11	Complete
K1-4 Wyandotte Tower	Interior Repair	1460		77,723.00		77,561.46	77,561.46	Complete
	Appliances	1465.1		96,446.00		96,445.72	96,445.72	Complete
K1-6 Douglas Heights	Appliances	1465.1		0.00		0.00	0.00	
	Interior Repair	1460		34,437.00		34,436.91	34,436.91	Complete
K1-9 Scattered Sites	Parking Lot Replacement	1450		117,166.00		117,166.04	117,166.04	Complete
K1-12 Chalet Manor	Interior Repair	1460	32	1,650,704.00		1,650,866.00	1,650,866.00	Complete
	Relocation	1495.1	32	9,783.00		9,782.69	9,782.69	Complete
	Appliances	1465.1	32	28,000.00		28,000.00	28,000.00	Complete
K1-14 Bethany Tower	Interior Repair	1460	48	505,022.00		505,021.72	505,021.72	Complete
	Relocation	1495.1	48	27,174.00		27,174.38	27,174.38	Complete
	Appliances	1465.1	48	28,789.00		28,789.20	28,789.20	Complete
K1-17 Glanville Tower	Duct Heaters (Common Areas)	1465.1	4	12,252.00		12,252.00	12,251.78	Complete
K1-20 Westgate Tower	Roof Replacement	1460		45,337.00		45,337.05	45,337.05	Complete

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

PHA Name: Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
--	--	----------------------------------

Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (Revision No.:)
 Performance and Evaluation Report for Period Ending: 09/30/04
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$400,000.00		\$400,000.00	\$400,000.00
3	1408 Management Improvements	\$100,000.00		\$100,000.00	\$100,000.00
4	1410 Administration	\$415,128.00		\$415,128.00	\$242,036.03
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$98,813.00		\$98,813.55	\$26,288.15
8	1440 Site Acquisition				
9	1450 Site Improvement	\$260,000.00			
10	1460 Dwelling Structures	\$2,474,153.00		\$2,418,446.26	\$1,866,491.93
11	1465.1 Dwelling Equipment-Nonexpendable	\$45,710.00		\$7,310.00	\$7,310.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$96,508.00		\$84,132.30	\$84,132.30
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$58,262.00		\$50,423.26	\$35,216.39
18	1499 Development Activities	\$202,708.00			
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$4,151,282.00	\$0.00	\$3,574,253.37	\$2,761,474.80
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

PHA Name: Kansas City Kansas Housing Authority	Grant Type and Number Capital Fund Program No: KS16P00150101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
--	--	-------------------------------------

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-1 Juniper Gardens	Rehousing for Residents	1499		202,708.00				
K1-4 Wyandotte Tower	Interior Repair	1460	54	515,807.00		515,807.17	515,807.17	Complete
	Relocation	1495.1		11,413.00		11,412.69	11,412.69	Complete
K1-6 Douglas Heights Elderly	Fire Sprinklers (Common Area)	1460		0.00		340,454.00	0.00	
	Domestic Hot Water Equipment	1460		95,248.00		95,247.90	95,247.90	Complete
K1-12 Chalet Manor	Interior Repair	1460	34	358,870.00		358,987.63	358,987.63	Complete
	Relocation	1495.1	34	8,849.00		8,849.00	8,848.50	Complete
	Appliances	1465.1	34	7,310.00		7,310.00	7,310.00	Complete
K1-14 Bethany Tower	Interior Repair	1460	48	900,000.00		902,376.26	806,078.93	
	Relocation	1495.1	48	38,000.00		30,161.57	14,955.20	
	Appliances	1465.1	48	38,400.00				
K1-17 Glanville Towers	Fire Sprinkler (Common Area)	1460		360,000.00				
K1-18 Rosedale Tower	Roof Replacement	1460	1	0.00		115,203.00	0.00	
	Fire Sprinklers (Common Area)	1460		148,039.00				
	Re-insulation of Mechanical Piping	1460		27,669.00		21,850.00	21,850.00	Complete
K1-Family Sites	Playground Improvements	1450		260,000.00				

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

PHA Name: Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
--	---	---

_____ Original Annual Statement _____ Reserve for Disasters/Emergencies _____ Revised Annual Statement (Revision No.:)
 Performance and Evaluation Report for Period Ending: 9/30/02 _____ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$395,690.00			
3	1408 Management Improvements	\$232,730.00			
4	1410 Administration	\$345,690.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$120,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$2,570,000.00			
11	1465.1 Dwelling Equipment-Nonexpendable	\$117,884.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$105,000.00			
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$45,000.00			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	\$25,000.00			
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$3,956,994.00		\$0.00	\$0.00
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
Kansas City Kansas Housing Authority		Capital Fund Program No: KS16P00150102 Replacement Housing Factor Grant No:				2002		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-1 Juniper Gardens	Rehousingfor Residents	1499		\$0.00		0.00	0.00	
K1-4 Wyandotte Tower	Heat Pump Replacement (2,3,4)	1465.1	66	80,590.00		80,589.50	80,589.50	Complete
	Exterior Repair and Painting	1460	1	400,000.00		303,762.50	8,538.30	Underway
K1-6E Douglas Heights	Domestic Hot WaterEquipment	1460		9,130.00		9,130.34	9,130.34	Complete
	Emergency Generator	1460	1	42,007.00		38,359.32	31,786.32	Underway
K1-10 Scattered Sites	Interior Repair& Window Repl.	1460	20	972,103.00		972,103.00	175,528.02	
	Relocation	1495.1	20	20,000.00		18,706.33	1,662.85	Underway
	Appliances	1465.1	20	0.00				
K1-13 Welborn Villa	Roof Repl. & Soffit Repair	1460		670,000.00		563,654.30	287,361.50	Underway
K1-14 Bethany Tower	Interior Repair (Phase III)	1460	48	0.00				
	Relocation	1495.1	48	0.00				
	Emergency Generator	1460	1	50,000.00		38,359.33	37,356.43	Underway
K1-6, K1-14, K1-17 High-rises	Fire Alarm Updates	1460		470,000.00		460,993.25	460,993.25	Complete
K1-ALL	Parking Lot Rep./Sealcoat/Restrip	1450		0.00				

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

PHA Name: Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
--	--	----------------------------------

_____ Original Annual Statement _____ Reserve for Disasters/Emergencies _____ Revised Annual Statement (Revision No.:)
 _____ X _____ Performance and Evaluation Report for Period Ending: 9/30/04 _____ Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$395,690.00		\$395,690.00	\$395,690.00
3	1408 Management Improvements	\$182,730.00		\$182,730.00	\$182,730.00
4	1410 Administration	\$307,212.00		\$307,212.00	\$2,900.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$120,000.00		\$164,395.53	\$81,327.93
8	1440 Site Acquisition				
9	1450 Site Improvement	\$140,000.00			
10	1460 Dwelling Structures	\$1,817,607.00		\$381,689.87	\$2,157.90
11	1465.1 Dwelling Equipment-Nonexpendable	\$35,884.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$30,000.00			
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$43,000.00			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$3,072,123.00	\$0.00	\$1,431,717.40	\$664,805.83
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
Kansas City Kansas Housing Authority		Capital Fund Program No: KS16P00150103 Replacement Housing Factor Grant No:				2003		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-6E Douglas Heights	Interior Modernization (Phase 1)	1460	39	688,607.00				
	Relocation	1495.1	39	39,000.00				
	Appliances	1465.1	39	39,000.00				
K1-10 Scattered Sites	Interior Modernization (Phase 2)	1460	18	277,897.00		270,031.97		
	Relocation	1495.1	18	18,000.00				
	Appliances	1465.1	18	35,884.00				
K1-14 Bethany Tower	Interior Modernization	1460	9	254,219.00				
	Relocation	1495.1		25,000.00				
K1-14 Bethany Tower, K1-18 Rosedale Tower & K1-20								
Westgate Tower	Exterior Door Replacement	1460		130,000.00		110,955.05	1,455.05	
K1-14 Bethany Tower, K1-17 Glanville Tower & K1-20								
Westgate Tower	Entrance Canopy	1460		168,884.00		702.85	702.85	
K1-17 Glanville Tower and K1-20 Westgate Tower	Emergency Generator	1460		220,000.00				

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

PHA Name: Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150203 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003(2)
--	--	-------------------------------------

Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (Revision No.:)
 Performance and Evaluation Report for Period Ending: 9/30/04
 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	\$648,862.00		\$524,613.00	\$1,532.00
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserves				
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 to 20)	\$648,862.00		\$524,613.00	\$1,532.00
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

PHA Name: Kansas City, Kansas Housing Authority	Grant Type and Number Capital Fund Program Grant No. KS 16P00150104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
--	--	----------------------------------

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (Revision No.:)
 Performance and Evaluation Report for Period Ending: 9/30/04 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	\$303,331.00			
3	1408 Management Improvements	\$125,000.00		\$125,000.00	\$4,108.34
4	1410 Administration	\$359,494.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$175,000.00		\$7,000.00	
8	1440 Site Acquisition				
9	1450 Site Improvement	\$330,000.00			
10	1460 Dwelling Structures	\$2,090,123.00		\$141,631.00	
11	1465.1 Dwelling Equipment-Nonexpendable	\$39,000.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$34,000.00			
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$39,000.00			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	\$100,000.00			
21	Amount of Annual Grant (Sum of Lines 2 to 20)	\$3,594,948.00	\$0.00	\$273,631.00	\$4,108.34
22	Amount of Line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conversation Measures				

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

PHA Name: Kansas City Kansas Housing Authority	Grant Type and Number Capital Fund Program No: KS16P00150104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
--	--	-------------------------------------

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
K1-2 St. Margaret's Park	Central Air Conditioning	1460		\$328,000.00				
K1-4 Wyandotte Tower	Serv. Drive Repl/Conc. Rep.	1450		10,000.00				
K1-6E Douglas Heights	Interior Modernization	1460	39	780,000.00				
	Relocation	1495.1	39	39,000.00				
	Appliances	1465.1	39	39,000.00				
	Sewer Repair	1460		25,000.00				
K1-7 Scattered Sites	Roof Replacement	1460	6	70,000.00				
K1-11 Grandview Park	Siding Repairs	1460		275,123.00				
K1-12 Chalet Manor	Roof Replacement	1460	17	285,000.00				
K1-14 Bethany Tower	Roof Replacement	1460	1	150,000.00		141,631.00		
K1-15 Scattered Sites	Roof Replacement	1460	20	107,000.00				
K1-20 Westgate Tower	Site Improvements	1450		25,000.00				

Attachment “c01”

Statement of Progress of the Agency Five-year Plan

The Housing Authority implemented its 2000-2004 5-Year Plan in the following ways:

1. The KCKHA Executive Director and Finance Director attended the 10th Annual Tax Creditors’ Conference held January 8-9, 2004 in Miami, Florida. The Executive Director completed a course and became certified in LIHTC for Property Managers and the Finance Director completed the course on LIHTC Financing. Other KCKHA staff attended a LIHTC training seminar conducted by the Kansas Housing Resource Corporation held at the Kansas City, Kansas Housing Authority on November 18, 2003. Two additional KCKHA staff attended New Markets Tax Credits training and one additional staff completed LIHTC training.
2. Both KCKHA’s planned developments did not close due to concerns on the part of the developers over payment of Davis-Bacon wage rates, which considerably increased development costs. Nevertheless KCKHA expects to close financing on the development of an assisted living facility financed by 4% tax credits and tax-exempt bonds. This closing is expected to take place during the first quarter of 2005 with building completion and occupancy scheduled for April 1, 2006.
3. KCKHA has completed the HOPE VI Demolition Project at Juniper Gardens. We are now planning a 32-unit financed with 4% tax credits on the 8 acres cleared by the demolition project.
4. KCKHA does not plan to submit a HOPE VI Revitalization grant proposal for the redevelopment of Juniper Gardens as we were notified that the Children’s Campus would not be located adjacent to the Juniper Gardens site.
5. KCKHA has modified the Capital Plan to positively impact occupancy in the public housing program.

6. KCKHA has leased up the Section 8 Program and will seek additional vouchers in the upcoming fiscal year.

Attachment “d01”
Resident Membership of the Governing Board
and Resident Advisory Boards
KCKHA Board of Commissioners Resident Commissioner

Resident Board MemberLucy Adair
(Elected by the members of the United Residents Council and United Presidents Council, Appointed by the Mayor/CEO of the Unified Government of WYCO/KCK for a four-year term.)

United Presidents Council

Ms. Pamela McKnight	President
Ms. Kristina Bailey	Vice President
Ms. Ollie Ford.....	Secretary
Ms. Denise Pledger	Treasurer
Ms. Loretta Heath	Member
Ms. Elizabeth Peoples.....	Member
Ms. Willie Brockman.....	Member
Ms. Angie Hill	Member
Ms. Theresa Leach	Member
Ms. Doris Jackson.....	Member
Ms. Sherrian Holmes	Member
Ms. Antoshia Dixon.....	Member
Ms. Eyvonne Stanley	Member
Ms. Crystal Heyes	Member

United Residents Council Membership

Ms. Lenora McBride	Ms. Esteen Harris
Mr. Robert Coleman	Ms. Mary Copeland
Mr. David Kinzie	Ms. Lynn Coles
Ms. Marie Boyd	Ms. Artesmia Copeland
Ms. Lucretia Kendall	Ms. Anita Jordon
Ms. Carmen Hill	Ms. Steve Tomkinson
Mr. Anthony Milliner	Ms. Elizabeth Kellog
Ms. Fredia Stone	Ms. Carlos Johnson
Ms. Penny Herberger	Ms. Lonnie Clonton
Ms. Flossie Watson	Mr. Thomas Venurable
Ms. Janis Rogers	Mr. Tanya
Bremmenkamp	
Ms. Jan Kerr	Ms. Charlene Culp
Ms. Lily Bradshaw	Ms. Mary Ing
Ms. Illene Zollers	Ms. Janie Bloodgood
Ms. Virginia Liddle	Mr. Randolph Madison
Ms. Helen Gardner	Ms. Delores Wallace
Ms. Theresa Duke	Ms. Jody Ayala
Ms. Sue Adair	Mr. Timothy Gailbraith
Ms. Janet Blakey	Ms. Betty Pike
Ms. Ruth Ann Wright	

Attachment “f01”
2004 REAC Customer Service and Satisfaction Survey
Agency Follow-up Plan

The Kansas City, Kansas Housing Authority is commenting on the results of the 2004 Customer Service and Satisfaction Survey and will address resident concerns raised in that survey in the following manner:

Communications (73.0%)

Comment:

The FY 2004 PHAS-RASS “communications” score (73.0%) improved by 0.9% over our FY 2003 score of 72.1%. KCKHA staff has been conducting monthly resident association meetings for all seven family developments to which all residents are encouraged to attend. One week prior to these meetings, staff distributes announcements and meeting agenda to each and every household in those developments. Staff and resident representatives discuss issues, review agency policies and administrative plans more frequently. Information regarding homeownership opportunities and other self-sufficiency programs are now being presented at resident meetings more often and outreach activities from our partners have increased during the past two years.

KCKHA also holds frequent United Presidents Council meetings and many residents are now participating in fundraising activities to benefit self-sufficiency activities. UPC members have improved their organizational skills and have significantly furthered resident involvement in resident initiatives. As a result there has been improvement in attendance on the part of UPC members at KCKHA Board meetings.

Proposed Follow-up Strategies:

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

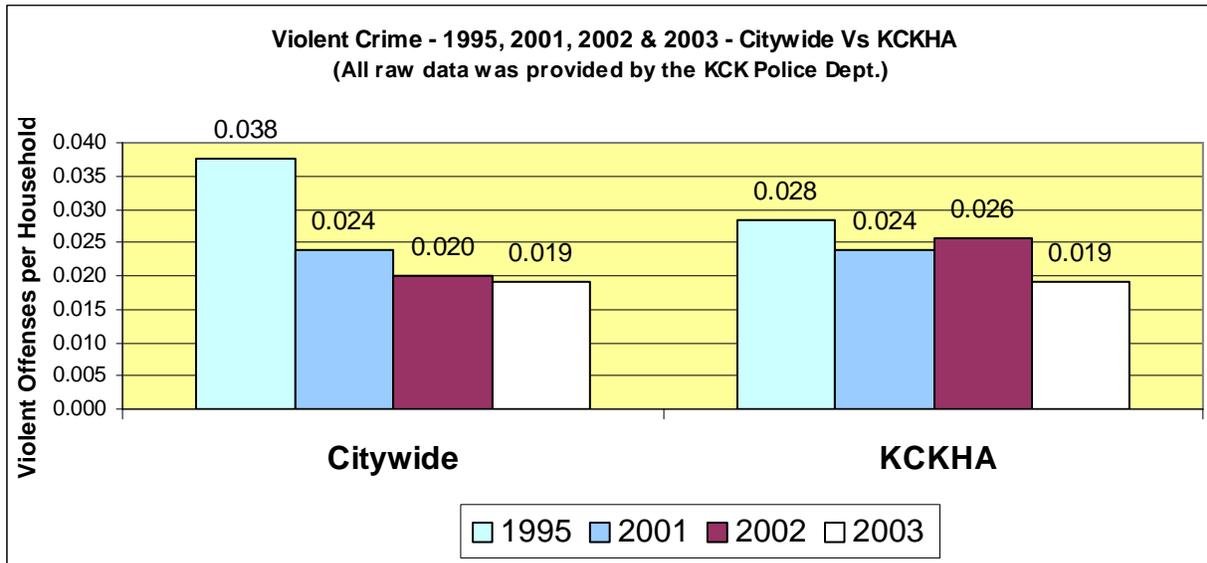
1. Involve UPC members and other resident leaders in recruiting other residents and encouraging them to become more active in resident association activities.
2. Report monthly crime analysis results at resident associations meetings and inform residents of steps taken by the Housing Authority to resolve serious and/or habitual lease violators and crime perpetrators.
3. KCKHA’s Public Relations and Section 3 Coordinator continues to expand her resident advocacy activities and meets regularly with resident groups in an effort to establish more in-depth communication.

Safety (73.6%)

Comment:

The FY 2004 PHAS-RASS “safety” score (73.6%) improved by 6.3% over our FY 2003 score of 67.3%. The KCK Housing Authority feels it is important to note that based on citywide police

reports the incidences of crime in both public housing and citywide has declined considerably over the past four years. This fact is worthy of note, especially since HUD’s Public Housing Drug Elimination Program no longer exists. Crime reduction in public housing can be attributed to a more proactive effort on the part of local law enforcement agencies and also on the part of resident awareness and prompt reporting.



The enactment of an anonymous drug hotline and a “one-strike you’re out” policy also contribute to KCKHA’s crime prevention efforts. Evidently, a problem of perception among residents still exists despite these efforts. The Housing Authority will attempt to correct this perception through increased communications with residents at resident association meetings and by sharing crime reports.

Proposed Follow-up Strategies:

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

1. KCKHA staff will seek more resident input concerning safety issues at meetings held by resident associations, President Councils.
2. KCKHA will collaborate with the Unified Government in the implementation of the Weed & Seed program once the federal government releases those funds.
3. KCKHA will continue improving lighting systems at family developments as outlined in the PHA 5-Year Plan and CFP budget.
4. Representatives of the Housing Authority will meet with representatives of the KCK Police monthly to address issues concerning crime, public safety and community policing strategies at public housing sites.

Neighborhood Appearance (71.1%)

Comment:

The FY 2004 PHAS-RASS “Neighborhood Appearance” score (71.1%) improved by 5.5% over our FY 2003 score of 65.6%. Since 1994 the Kansas City, Kansas Housing Authority has been deeply engaged in the systemic modernizations of all public housing developments. Public housing sites are generally in better condition than other housing in the surrounding neighborhood. Unfortunately, the majority of homes in the inner city core were built before 1940 and new developments in this area are sparse. It is a matter of public record that most of the neighborhoods surrounding public housing sites are in need of revitalization and often reflect negatively on public housing.

Proposed Follow-up Strategies:

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

The Housing Authority plans to budget a significant portion of its Capital Fund Program for exterior improvements to all public housing over the next five years. It is hoped that in some cases exterior improvements to public housing will serve as an impetus for other neighborhood revitalization activities, including investment in targeted neighborhoods through the Unified Government’s CDBG and HOME entitlements.

Attachment "g01"

REVIEW/STRATEGY MEETING CAPITAL FUNDS 2005 SEPTEMBER 15, 2004

The meeting was called to order at 3:10 pm by Barbara Collins, Administrative Assistant, Modernization Department. Mrs. Collins opened by explaining that Mr. Shomin, Modernization Coordinator was out of the office and that she would conduct the review.

Mrs. Collins explained that HUD has been funding grant programs since 1992 to Public Housing Agencies to provide financial assistance to improve the physical condition and to upgrade the management and operations of existing housing developments and to assure the continued availability of funds for low-income families.

In our application for these funds we must have a comprehensive plan that contains: (1) an assessment of the current physical condition of each development, their physical improvement needs and the replacement needs of their equipment; (2) improvements required to upgrade the management operations and (3) a 5 year plan to address the deficiencies found in the assessments. Meetings with the residents are held to assist the HA with the development of the comprehensive plan for future years.

Copies of the 2004 budget and 5-year plan were distributed and discussed with those in attendance. Some of the concerns addressed were:

- Updating and or replacing broken or obsolete playground equipment
- Providing storage sheds/units for tenants
- Exterior lighting

Other issues discussed and referred to maintenance were:

- (1) Peepholes in doors do not work properly, evidently they are foggy all the time and not large enough
- (2) Problems with outsiders (non-residents of the development) parking and double/triple parking. Would like stickers or some way to identify residents who have parking rights.
- (3) Doors don't fit properly. Weather stripping not good enough to keep wind, rain, snow out.
- (4) Faucets leaky
- (5) Railing brackets not strong enough to hold weight.
- (6) No street lights on 35th Street or other streets in K1-3 and grass so high you can't see.
- (7) Condition of some of the streets in K1-1 very bad, damage cars and tires in potholes.

Residents requested funds from management improvements (line item in budget) for their needs, but failed to state what. They were asked to put their request in writing and specify amounts for consideration. Mrs. Collins advised them that all requests would receive a response, even if it wasn't what they want to hear. Another concern of the residents was their inability to sell unused and/or outdated equipment without the approval of the HA.

Meeting was adjourned at 4:15 pm

CFP PHYSICAL NEEDS MEETING
SEPTEMBER 29, 2004

Meeting called to order at 3:00 p.m. by Anthony Shomin, Modernization Coordinator.

Mr. Shomin advised those in attendance that this meeting is to determine the physical needs for the developments. He stated that the HA is in the process of developing the current plan and that the needs will be incorporated.

Some of the concerns expressed at the first meeting have already been addressed and are in the process of being moved up in the plan. We are in the process of putting out an RFP for Architectural/Engineering services, which will include playground equipment.

Some of the other concerns were improvements to the hot water system at Wyandotte Towers. A list of items was presented by Westgate Towers which included lighting problems and security camera for problem areas at Westgate Towers. List stated: (1) have doors locked in stairwells, can go out but cannot get in. (2) camera for back door in the trash room. (3) Better lighting in lobby. (4) Door for dining room (we're the only building that doesn't have one). (5) Some kind of barrier for in back, people going around back of the building making drug deals and also putting their trash in our dumpster. (6) Need our trash chutes cleaned out. (7) Better view of parking lot on camera.

Other concerns for most developments were illegal use of HA dumpsters, non-residents use of parking facilities, lack of storage space and size of parking lots.

Resident at Belrose requested showers, carpeting, garbage disposals, central air conditioning, bigger laundry rooms in apartments, playgrounds and parking control.

Mr. Shomin advised that some of these items are maintenance and he will see that Mr. Scott is advised of these requests.

Meeting was adjourned at 3:45pm

CFP 2005
MANAGEMENT NEEDS MEETING
October 13, 2004

Meeting called to order by Anthony J. Shomin, Modernization Coordinator at 3:00 p.m.

Mr. Shomin gave a brief overview of the previous meetings and the requirements of HUD for the meetings. He also explained what the Management Needs Meeting is for.

Robert Floyd building engineer at Wyandotte Towers advised that new controls for the hot water heaters was needed and stated that he would provide Mr. Shomin with an estimate. He also requested that doors on 2nd, 3rd & 4th floors be fixed to allow exit but not entrance unless someone let them in. Other items he discussed were a new trash compactor and cleaning out the garbage chutes at Wyandotte Towers.

Westgate had same request regarding doors.

Mr. Shomin advised that we are preparing an Architectural/Engineering Request for Proposal that includes playground equipment for the family units. Problem is cost of some surface such as rubberized matting.

A resident from Belrose requested bigger parking lot for residents and visitors; showers; central air; garbage disposals; bigger laundry rooms to allow for work- table in apartments; carpeting and playground.

Members of the UPC requested money for training for their officers in property management.

Residents were advised that the CFP grant is not an open-end program and that as in anything budgets have to be prepared in advance. Housing Authority policy has always been to start with the oldest properties and work forward to the newest unless an emergency arises.

No further questions or discussion meeting was adjourned.

CFP MEETING
ADVANCE MEETING
October 27, 2004

As in all previous meetings notices were sent to all residents with the October rent statements. Managers posted notices and resident association/UPC officers were reminded by staff prior to meeting.

Meeting was scheduled for 3:00 p.m., staff was ready at 2:45 with copies of the 2005 draft and 5 year plan available. By 3:30 p.m. no one had arrived so meeting was adjourned.

PUBLIC HEARING
CFP 2005
December 8, 2005

Anthony J. Shomin, Modernization Coordinator, called the meeting to order at 5:10 p.m. Those in attendance were residents from Plaza Towers, no others were present or represented.

Mr. Shomin explained the purpose of the meeting and the way Capital Funds are allocated. He went over the 5 year plan and opened the meeting for questions.

Most of the questions were regarding maintenance questions and were referred to Mr. Scott, Director of Maintenance.

Question: Residents leave doors open for people to come in after hours and wanted to know if it is possible to have alarms for fire stairwell doors.

Answer. Mr. Shomin stated that he would check with the existing contractor/architect as he was of the opinion that they alarms were included in the contract.

Question: Would it be possible to get handicap doors for Plaza Towers, push button entry type.

Answer: Mr. Shomin stated that we have installed these doors on some of the highrises and are waiting to see how they work before completing the other Towers.

No other persons arrived and there were no other questions, therefore meeting was adjourned.

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

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

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

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

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

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

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

(Date)

(Signature of resident)

STATE OF KANSAS)
) ss:
WYANDOTTE COUNTY)

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

My commission expires:

Notary Public

Attachment “i01”

RESOLUTION NO. 2599

**ADOPTION OF POLICY ON
SECTION 8 HOMEOWNERSHIP**

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

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

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

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

APPROVED AT THE REGULAR BOARD MEETING HELD DECEMBER 19, 2002

KANSAS CITY, KANSAS HOUSING AUTHORITY

SECTION 8 HOMEOWNERSHIP POLICY

A. Purpose and Objectives

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

B. Applicability of this Section

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

C. Implementation

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

D. Briefing Sessions

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

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

E. Program Features

1. First-time homeowner requirement.

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

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

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

2. Statement of Homeownership Obligations

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

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

3. Condition of Home

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

4. Homeownership Training

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

5. Maintenance Reserve Program

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

6. Portability

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

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

7. Period of Assistance

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

F. Eligibility and Selection

1. Section 8 Eligibility Criteria

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

2. Income Requirements

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

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

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

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

3. Employment

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

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

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

4. Homeownership Training and Counseling

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

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

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

5. Prior Participation in Homeownership Option

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

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

6. Calculation of Amount of Assistance

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

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

The payment standard for the family is the lower of:

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

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

The family's monthly homeownership expenses shall include:

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

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

G. Property Condition and Selection

1. Time allowed to locate a home for purchase

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

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

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

2. Eligible Units

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

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

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

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

3. Inspections required

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

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

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

The seller is responsible for making needed repairs.

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

4. Requirements of contract for sale

The contract for sale must include the following provisions:

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

H. Financing and Affordability

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

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

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

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

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

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

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

I. Purchase of another home with Section 8 Assistance

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

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

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

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

J. Portability of Section 8 Homeowner Assistance

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

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

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

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

K. Requirements for Continued Assistance

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

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

- a. If required by the KCKHA , the family must attend and complete ongoing homeownership and housing counseling.
- b. The family may not sell, convey or transfer any interest in the home to any entity or person other than a member of the assisted family residing in the home.
- c. The Family may grant a mortgage on the home for debt incurred to finance purchase of the home or any refinancing of such debt.
- d. Upon the death of a family member who holds title to the home, assistance may continue pending settlement of the decedent's estate so long as the home is solely occupied by remaining family members.
- e. No family member may have a present ownership interest in a second residence while receiving homeownership assistance.

2. The family must supply the following information to the KCKHA:

- a. Information required by the Kansas City Kansas Housing Authority necessary in the administration of Section 8 Tenant Based Assistance, including:
 - i. The family must provide required evidence of citizenship or eligible immigration status.
 - ii. The family must provide information requested by the Housing Authority for use in a regularly scheduled reexamination or interim reexamination of family income and composition. The family must promptly inform the Housing Authority of the birth, adoption or court-awarded custody of a child.
 - iii. Verification of social security numbers of family members. Family must also sign and submit consent forms for obtaining information in accordance with HUD regulations.
 - iv. All information supplied by the family must be true and complete.
- b. Information concerning any mortgage other debt incurred to purchase the home and any refinancing of such debt, and information on any satisfaction or payment of the mortgage debt;
- c. Information concerning any sale or other transfer of any interest in the home;
- d. Information concerning the family's homeownership expenses.

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

3. Statement of Family Obligations

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

4. Sale of Home and Return to Rental Assistance

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

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

L. Non discrimination and Fair Housing

The KCKHA will administer this program in accordance with:

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

Attachment ks001j01

Chapter 16

COMMUNITY SERVICE

A. REQUIREMENT

Each adult resident of the PHA shall:

Contribute 8 hours per month of community service (not including political activities) within the community in which that adult resides; or

Participate in an economic self-sufficiency program (defined below) for 8 hours per month; or

Perform 8 hours per month of combined activities (community service and economic self-sufficiency program)

B. EXEMPTIONS

The PHA shall provide an exemption from the community service requirement for any individual who:

Is 62 years of age or older;

Is a blind or disabled individual, as defined under section 216[i][1] or 1614 of the Social Security Act, and who is unable to comply with this section, or is a primary caretaker of such individual;

Is engaged in a work activity as defined in section 407[d] of the Social Security Act;

Meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program; or

Is in a family receiving assistance under a State program funded under part A of title IV of the Social Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such program.

The PHA will re-verify exemption status annually except in the case of an individual who is 62 years of age or older.

The PHA will permit residents to change exemption status during the year if status changes.

C. DEFINITION OF ECONOMIC SELF-SUFFICIENCY PROGRAM

For purposes of satisfying the community service requirement, participating in an economic self-sufficiency program is defined, in addition to the exemption definitions described above, by HUD as: Any program designed to encourage, assist, train or facilitate economic independence of assisted families or to provide work for such families.

These economic self-sufficiency programs can include job training, employment counseling, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship, or any other program necessary to ready a participant to work (such as substance abuse or mental health treatment).

The PHA will give residents the greatest choice possible in identifying community service opportunities.

The PHA will consider a broad range of self-sufficiency opportunities.

D. ANNUAL DETERMINATIONS

For each public housing resident subject to the requirement of community service, the PHA shall, at least 30 days before the expiration of each lease term, review and determine the compliance of the resident with the community service requirement.

Such determination shall be made in accordance with the principles of due process and on a nondiscriminatory basis.

The PHA will verify compliance annually. If qualifying activities are administered by an organization other than the PHA, the PHA will obtain verification of family compliance from such third parties.

Family members will not be permitted to self-certify that they have complied with community service requirements.

E. NONCOMPLIANCE

If the PHA determines that a resident subject to the community service requirement has not complied with the requirement, the PHA shall notify the resident of such noncompliance, and that:

The determination of noncompliance is subject to the administrative grievance procedure under the PHA's Grievance Procedures; and

Unless the resident enters into an agreement to comply with the community service requirement, the resident's lease will not be renewed, and

The PHA may not renew or extend the resident's lease upon expiration of the lease term and shall take such action as is necessary to terminate the tenancy of the household,

unless the PHA enters into an agreement, before the expiration of the lease term, with the resident providing for the resident to cure any noncompliance with the community service requirement, by participating in an economic self-sufficiency program for or contributing to community service as many additional hours as the resident needs to comply in the aggregate with such requirement over the 12-month term of the lease.

The head of household and the noncompliant adult must sign the agreement to cure.

Ineligibility for Occupancy for Noncompliance

The PHA shall not renew or extend any lease, or provide any new lease, for a dwelling unit for any household that includes an adult member who was subject to the community service requirement and failed to comply with the requirement.

F. PHA RESPONSIBILITY

The PHA will ensure that all community service programs are accessible for persons with disabilities.

The PHA will ensure that:

The conditions under which the work is to be performed are not hazardous;

The work is not labor that would be performed by the PHA's employees responsible for essential maintenance and property services; or

The work is not otherwise unacceptable.

G. PHA IMPLEMENTATION OF COMMUNITY SERVICE REQUIREMENT

The PHA will administer its own community service program, with cooperative relationships with other entities.

The PHA will provide to residents a brochure of community service and volunteer opportunities available throughout the community.