

PHA Plans

Streamlined 5-Year/Annual Version

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

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

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

Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

Streamlined Annual Plan for Fiscal Year 2005

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

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: South Haven Housing Commission

PHA Number: MI082

PHA Fiscal Year Beginning: (mm/yyyy) 07/2005

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units:
Number of S8 units:

Section 8 Only

Number of S8 units:

Public Housing Only

Number of public housing units:

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

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

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:

(select all that apply)

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

- Other (list below)
- **Main administrative office of the local government**

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

A. Mission

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

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

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
 Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- 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)

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)

Other PHA Goals and Objectives: (list below)

- Expand the supply of affordable rental and homeownership housing by building new units using tax credits, HOME funds, state grants, bonds or other funding sources.
- Continue to advertise and attract potential buyers to the Homeownership Program to expand the sales in development MI082-1
- Develop affordable assisted living housing for the elderly
- Work with South Haven Area Senior Services (SHASS) to expand the Warren Senior Community Center at River Terrace Apartments to meet the needs of growing senior programs and a growing number of staff and volunteers
- Continue applying for Housing Resource funds from MSHDA for the City and administer those programs such as the Housing Rehabilitation Program for low income homeowners
- Continue to work with Van Buren County Housing Continuum of Care and Organizations providing services to provide greater housing opportunities for the homeless and those with special needs.
- Continue working with the Housing Development Corp. (HDC) a MSHDA designated Community Housing Development Organization (CHDO) to expand the supply of affordable housing in Allegan and Van Buren Counties.

**Steamlined Annual PHA Plan
PHA Fiscal Year 2005**

Table of Contents

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

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 2005 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

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

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

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

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

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

Executive Summary (optional)

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

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

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

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

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input 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	19		25
Extremely low income <=30% AMI	12	63%	
Very low income (>30% but <=50% AMI)	3	16%	
Low income (>50% but <80% AMI)	4	21%	
Families with children	2	11%	
Elderly families	15	79%	
Families with Disabilities	2	11%	
Race/ethnicity Black	4	21%	
Race/ethnicity White	15	79%	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	16	84%	15
2 BR	1	5%	0
3 BR	2	11%	10
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

Pursue new affordable single family housing construction financed by 5(h) sales.

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)
 - **Join initiative for a demonstration project on Affordable Assisted Living thru State Medicaid Waiver program**

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

Network with local non-profit agencies that assist individuals and families with disabilities.

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)

Provide landlord tenant and fair housing information to individuals and families seeking fair housing and tenant rights.

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

- **Affordable assisted living for the elderly**
- **Pursue new affordable single family housing construction**

(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 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	121,068	
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FY 2004 Capital Fund	192,293	Capital Improvement
3. Public Housing Dwelling Rental Income	339,410	Operations
4. Other income (list below)		
Interest Income	10,420	Operations
Laundry, Cable TV, Tenant Repair Chgs.	28,800	Operations
4. Non-federal sources (list below)		
Total resources	691,991	

3. PHA Policies Governing Eligibility, Selection, and Admissions

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

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)
 - **When verifications of background screening for credit, criminal and previous landlord references have been received.**

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

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

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

(2)Waiting List Organization

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

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

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

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

c. Site-Based Waiting Lists-Previous Year

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

Site-Based Waiting Lists

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

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

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

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

d. Site-Based Waiting Lists – Coming Year

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

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)

- **Alleviating hardships as determined by the Executive Director**
- **To correct occupancy standards within a development**

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)

- **Current City Resident or City Resident for at least five (5) consecutive years in the past**
- **School District Resident (not a City resident)**
- **Overcrowded or living in inadequate housing.**
- **Length of time on waiting list**

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.

10 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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)
 - **Tenant Handbook**

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

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

(6) Deconcentration and Income Mixing

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

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

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

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors):
 - Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below)

(2) Waiting List Organization

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

(3) Search Time

- a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?
- If yes, state circumstances below:

(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)

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

- Date and Time

Former Federal preferences:

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

- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in 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)

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 -- N/A

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

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one of the following two)

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

b. Minimum Rent

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

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

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

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

- **Hardship exemption is included in the Admission and Continued Occupancy Policy**

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

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

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

- Minimum rent of \$50 for little or no income
- In family housing, ceiling rent of \$515 for 2 bedroom; \$555 for original 3 bedroom, \$590 and \$635 for unique 3 bedroom units.
- In senior housing, ceiling rent of \$392 for 0 bedroom; \$470 for 1 bedroom and \$587 for 2 bedroom.
- Flat rents in family housing, \$385 for 2 bedroom; \$425 for original 3 bedroom; \$460 and \$495 for unique 3 bedrooms

- Flat rents in River Terrace, \$454 for 1 bedroom and \$565 for 2 bedroom
- Flat rents in Harbor View, \$392 for 0 bedroom; \$470 for 1 bedroom and \$587 for 2 bedroom

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)
 - Number of bedrooms
 - Overall size of unit

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

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR

Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Capital Improvement Needs

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

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

A. Capital Fund Activities

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

(1) Capital Fund Program

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

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

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

(1) Hope VI Revitalization

- a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)
Development name:
Development (project) number:
Status of grant: (select the statement that best describes the current status)
 Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway
- c. Yes No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. Yes No: Will the PHA be engaging in any mixed-finance development activities for

public housing in the Plan year? If yes, list developments or activities below:

- e. Yes No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

6. Demolition and Disposition

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

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

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

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

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

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

- (1) Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

(2) Program Description

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? ___

b. PHA established eligibility criteria

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

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

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

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

- a. Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- b. Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d. Demonstrating that it has other relevant experience (list experience below).

8. Civil Rights Certifications

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

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

9. Additional Information

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

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

(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2000 - 2004.)

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

24 CFR Part 903.7(r)

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

- a. Substantial Deviation from the 5-Year Plan
 - **Emergency needs. Use of CFP Funds to re-pay debt incurred to finance Capital Improvements**
- b. Significant Amendment or Modification to the Annual Plan
 - **Emergency needs. Capital Improvement projects introduced that are not included in the Annual or Five Year Plan.**

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

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

If yes, provide the comments below:

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

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

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

Other: (list below)

(2) Resident Membership on PHA Governing Board

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

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

Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: **L.W. Thomson**

Method of Selection:

Appointment

The term of appointment is (include the date term expires): 06/05

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

Description of Resident Election Process

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

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

Eligible candidates: (select one)

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

Eligible voters: (select all that apply)

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

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

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

Date of next term expiration of a governing board member:

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

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

Consolidated Plan jurisdiction: (provide name here) City of South Haven

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

- The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - Expand the supply of affordable rental and homeownership housing by building new units using tax credits, HOME funds, state grants, bonds or other funding sources.
 - Continue to advertise and attract potential buyers to the Homeownership Program to expand the sales in development MI082-1
 - Develop affordable assisted living housing for the elderly
 - Work with South Haven Area Senior Services (SHASS) to expand the Warren Senior Community Center at River Terrace Apartments to meet the needs of growing senior programs and a growing number of staff and volunteers
 - Continue applying for Housing Resource funds from MSHDA for the City and administer those programs such as the Housing Rehabilitation Program for low income homeowners
 - Continue to work with Van Buren County Housing Continuum of Care and Organizations providing services to provide greater housing opportunities for the homeless and those with special needs.
 - Continue working with the Housing Development Corp. (HDC) a MSHDA designated Community Housing Development Organization (CHDO) to expand

the supply of affordable housing in Allegan and Van Buren Counties.

Other: (list below)

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

The South Haven Housing Commission goals are listed in the current Consolidated Plan of the jurisdiction.

(4) (Reserved)

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

10. Project-Based Voucher Program

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

If yes, check which circumstances apply:

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

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

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	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.	
	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Disabilities Act. See PIH Notice 99-52 (HA).	
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

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

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33P08250105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	14,500			
3	1408 Management Improvements				
4	1410 Administration	24,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	55,807			
10	1460 Dwelling Structures	88,100			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	18,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	210,407			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI3308250105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Operations	1406		14,500				
	Director of Capital & Special Programs	1410		24,000				
	Copy Machine/Printer/Fax	1475		9,000				
	Replace HA Computer System	1475		6,000				
	Feasibility Study Affordable Assisted Living	1430		10,000				
			Subtotal	63,500				
MI-82-1	Driveway & Sidewalk Replacement	1450	15	50,807				
	Stain Storage Sheds	1460	48	9,000				
			Subtotal	59,807				
MI-82-2	Roof Replacement	1460	1	30,000				
	Seal Coat & Stripe Parking Lot & Driveway	1450		1,800				
	Replace Hot Water Circulation Lines	1460		10,000				
	Replace/Enlarge Trash Room Doors	1460	4	5,000				
			Subtotal	46,800				
MI-82-3	Seal Coat & Stripe Parking Lots & Driveways	1450		3,200				

13. Capital Fund Program Five-Year Action Plan

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: South Haven Housing Commission			Grant Type and Number Capital Fund Program No: MI33P08250105 Replacement Housing Factor No:			Federal FY of Grant: 2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide	6/30/07			6/30/09			
MI-82-1	6/30/07			6/30/09			
MI-82-2	6/30/07			6/30/09			
MI-82-3	6/30/07			6/30/09			

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name South Haven Housing Commission				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY: 2006	Work Statement for Year 3 FFY Grant: PHA FY: 2007	Work Statement for Year 4 FFY Grant: PHA FY: 2008	Work Statement for Year 5 FFY Grant: PHA FY: 2009
<i>HA Wide</i>	Annual Statement	HA Vehicle	HA Storage Shed	HA Computer System/Software Upgrade	Copy Machine/Printer/Fax
		Purchase Property	Purchase Property	Energy Audit	Replace Maintenance Vehicles (2)
				Purchase Property	Purchase Property
<i>MI-82-1</i>		Sewer Line Replacement	Carpet Dwelling Units	Paint Dwelling Units	Landscaping
		Paint Dwelling Units	C.O. Detectors	Replace Silcocks	Carpet Dwelling Units
			Replace Unit Shudders		
<i>MI-82-2</i>		Satellite TV System	Front Entrance Wheel Chair Ramp	Replace Water Heater	Carpet Dwelling Units
		Replace Apartment Shower Stalls & faucets	Concrete Sidewalk Replacement	Carpet Dwelling Units	Stain Exterior Balconies Paint Balcony Steel
		Replace Clothes Washers & Dryers	Landscaping	Install Lawn Sprinkling System	Paint Common Areas
		Expand Resident Parking Lot	Apartment Base Board Heater Replacement	Paint Dwelling Units	Seal & Stripe Driveway & Parking Lot
		Replace Picnic Tables			Emergency Generator
		Replace/Enlarge Trash Room Doors			
		Sun Screen shades in Common Area			
		Replace Laundry Exhaust Fan			

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary – Continued					
Development Number/Name/HA-Wide South Haven Housing Commission	Year 1	Work Statement for Year 2 FFY Grant: PHA FY: 2006	Work Statement for Year 3 FFY Grant: PHA FY: 2007	Work Statement for Year 4 FFY Grant: PHA FY: 2008	Work Statement for Year 5 FFY Grant: PHA FY: 2009
<i>MI-82-3</i>		Satellite TV System	Paint Dwelling Units	Replace Water Heater	Paint Dwelling Units
		Replace A/C System in Community Room	Window Replacement	Replace Heating Boiler	Seal & Stripe Driveway & Parking Lots
		Replace A/C System in Small Office	Replace Vanity/Tub & Kitchen Faucets	Replace Hot Water Circulation Lines	Seal & Stripe Driveway & Parking Lots
		Replace Lawn Sprinkling System	Apartment Shower Stall Installation	Carpet Dwelling Units	Emergency Generator
		Replace Clothes Washers & Dryers		Community Room Tables & Chairs	Driveway Apron & Sidewalk Replacement
		Senior Center and HA Office Space Expansion		Repair Asphalt Driveways and Parking Lots	Apartment Kitchen Cab. & Counter Tops
		Replace Unit Zone Valves & Thermostats		Replace Roof & Entry Canopy Roof	
				Motion Light Switching in Common Areas	
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year: <u>2006</u> FFY Grant: PHA FY:			Activities for Year: <u>2007</u> FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	<i>HA Wide</i>	HA Vehicle	18,000	<i>HA Wide</i>	HA Main. Storage Bld	40,000
Annual		Purchase Property	20,000		Purchase Property	20,000
Statement		Senior Center & HA Office Space Expand	30,000	<i>MI-82-1</i>	Carpet Dwelling Units	9,000
		Architectural Costs	10,000		C.O. Detectors	14,000
	<i>MI-82-1</i>	Sewer Lines Replace	7,500		Replace Unit Shutters	2,100
		Paint Dwelling Units	8,000	<i>MI-82-2</i>	Front Entry Ramp	6,500
	<i>MI-82-2</i>	Satellite TV System	9,000		Sidewalk Replacement	4,400
		Shower Stalls/ Faucets	77,500		Landscape	9,500
		Clothes Washers & Dryers	3,600		Replace Apartment Base Board Heat Units	24,800
		Replace Picnic Tables	1,800	<i>MI-82-3</i>	Paint Dwelling Units	16,000
		Trash Room Doors	5,000		Sidewalk Replacement	5,000
		Sun Screen Shades	1,400		Window Replacement	50,000
		Laundry Exhaust Fan	500		Replace Vanity/Tub & Kitchen Faucets	14,700
		Expand Parking Lot	10,000		Install Shower Stalls	30,000
	<i>MI-82-3</i>	Satellite TV System	9,000			
		Comm. A/C System	10,000			
		Office A/C System	5,000			
		Replace Lawn Sprinkling System	4,500			
		Washers & Dryers	4,800			
		Zone Valves/Thermo	17,150			
Total CFP Estimated Cost			\$ 252,750			\$ 246,900

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year: <u>2008</u> FFY Grant: PHA FY:			Activities for Year: <u>2009</u> FFY Grant: PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>HA Wide</i>	HA Computer System Software Upgrade	6,500	<i>HA Wide</i>	Copy Machine/Printer/Fax	9,000
	Energy Audit	3,500		Maintenance Vehicles(2)	28,000
	Purchase Property	24,000		Purchase Property	24,000
<i>MI-82-1</i>	Paint Dwelling Units	12,000	<i>MI-82-1</i>	Landscaping	26,000
	Silcocks & Shutoffs	12,000		Carpet Dwelling Units	9,000
<i>MI-82-2</i>	Replace Water Heater	6,500			
	Carpet Dwelling Units	7,000	<i>MI-82-2</i>	Carpet Dwelling Units	7,000
	Install Lawn Sprinkling System	5,000		Stain Exterior Balconies	
	Paint Dwelling Units	12,000		Paint Balcony Steel	19,200
<i>MI-82-3</i>	Replace Water Heater	10,500		Paint Common Areas	8,000
	Replace Heating Boiler	20,000		Seal & Stripe Driveway & Parking Lot	2,000
	Hot Water Circ. Lines	40,000	<i>MI-82-3</i>	Emergency Generator	12,000
	Carpet Dwelling Units	8,500		Paint Dwelling Units	16,000
	Community Room Tables & Chairs	14,500		Seal & Stripe Driveway & Parking Lots	3,500
	Repair Asphalt Drives and Parking Lots	10,000		Emergency Generator	18,000
	Replace Roof and Entry Canopy Roof	41,500		Driveway Apron & Sidewalk Replacement	9,000
	Motion Light Switching in Common Areas	1,800		Apartment Kitchen Cab. & Counter Tops	92,000
Total CFP Estimated Cost		\$ 235,300			\$ 282,700

Active Grant Year 2004, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: South Haven Housing Commission			Grant Type and Number Capital Fund Program Grant No: MI33PO8250104 Replacement Housing Factor Grant No:		Federal FY of Grant: 2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	14,500	14,500		
3	1408 Management Improvements				
4	1410 Administration	24,000	24,000		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	80,800	64,993		
10	1460 Dwelling Structures	85,300	87,800		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	1,000	1,000		
13	1475 Nondwelling Equipment	1,800			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	207,400	192,293		
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Active Grant Year 2004, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33PO8250104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Operations	1406		14,500	14,500			
	Director of Capital & Special Programs	1410		24,000	24,000			
			Subtotal	38,500	38,500			
MI-82-1	Driveway/Sidewalk Replacement	1450	14	45,400	29,593			
	Roofing Houses & Sheds	1460	20	52,000	52,000			
	Electrical Service Upgrade	1460	2		2,000			
	Renovate Unit #41	1460	1		10,000			
			Subtotal	97,400	93,593			
MI-82-2	Add Carports	1450	12	12,000	12,000			
	Maintenance Garage Heater Replacement	1470	1	1,000	1,000			
	Common Area Forced Air Heating Replacement	1460	1	4,500				
	Retrofit Common Area Lighting T12 to T8	1460		5,000				

Active Grant Year 2004, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33PO8250104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Handicap Door Openers For Laundry & Trash	1460	5	9,000	9,000			
	Replace Maintenance Storage Shed	1450	1	2,000	2,000			
			Subtotal	33,500	24,000			
MI-82-3	Replace Ranges	1460	40	10,600	10,600			
	Add Carports	1450	21	21,400	21,400			
	Replace Balcony Furniture	1475		1,800				
	Handicap Door Openers For Laundry	1460	2	3,600	3,600			
	Replace HA Office Entrance Security Lock	1460	1	600	600			
			Subtotal	38,000	36,200			

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

Active Grant Year 2004, Annual Statement/Performance and Evaluation Report

PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program No: MI33PO8250104 Replacement Housing Factor No:					Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA Wide	6/30/06			6/30/08				
MI-82-1	6/30/06			6/30/08				
MI-82-2	6/30/06			6/30/08				
MI-82-3	6/30/06			6/30/08				

Active Grant Year 2003 Bonus Funds, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report		Attachment CFP-FY 2003 Bonus Funds			
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program: MI33PO8250203 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2003 Bonus Funds
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 11-30-04 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	1,870	-0-		
3	1408 Management Improvements				
4	1410 Administration	3,250	-0-		
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs		7,500	7,500	2,505
8	1440 Site Acquisition				
9	1450 Site Improvement	14,050	11,190	11,190	11,190
10	1460 Dwelling Structures	13,921	14,401	14,401	14,401
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	33,091	33,091	33,091	28,096
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				

Active Grant Year 2003 Bonus Funds, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report				Attachment <u>CFP-FY 2003 Bonus Funds</u>				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program #: MI33PO8250203 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2003 Bonus Funds			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA WIDE	Operations	1406		1,870	-0-			
	Director of Capital & Special Programs	1410		3,250	-0-			
		SUBTOTAL		5,120	-0-			
MI-82-1	Landscaping	1450	16	14,050	-0-			
	Electrical Service & Upgrade Elec.	1460	19	9,000	14,401	14,401	14,401	100%
		SUBTOTAL		23,050	14,401			
MI-82-3	Senior Center Expansion	1460		4,921	-0-			
	On Site Maintenance Storage Shed	1450		-0-	11,190	11,190	11,190	100%
	Architect Fees & Costs	1430		-0-	7,500	7,500	2,505	33%
		SUBTOTAL		4,921	18,690			
		TOTAL		33,091	33,091	33,091	28,096	

Active Grant Year 2003, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report		Attachment CFP-FY 2003			
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program: MI33PO8250103 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)			
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 11-30-04		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	12,000	12,000	12,000	12,000
3	1408 Management Improvements				
4	1410 Administration	21,000	19,798.63	19,798.63	19,210.32
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	2,500	2,500	2,500	
8	1440 Site Acquisition				
9	1450 Site Improvement	9,000	5,441.50	5,441.50	5,441.50
10	1460 Dwelling Structures	73,543	98,016.75	98,016.75	80,355.91
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	48,000	28,286.12	28,286.12	28,286.12
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	166,043	166,043	166,043	147,739.85
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				

Active Grant Year 2003, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report				Attachment <u>CFP-FY 2003</u>				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: South Haven Housing Commission			Grant Type and Number Capital Fund Program #: MI33PO8250103 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA WIDE	Operations	1406		12,000	12,000	12,000	12,000	
	Director of Capital & Special Programs	1410		21,000	19,798.63	19,798.63	19,210.32	
	Maintenance Vehicles	1475	2	48,000	28,286.12	28,286.12	28,286.12	100%
		SUBTOTAL		81,000	60,084.75			
MI-82-1	Sewer Line Replacement	1450	1	1,250	-0-			
	Landscaping	1450	7	5,950	-0-			
	Electrical Service & Upgrade Elec.	1460	12	9,000	9,380.80	9,380.80	9,380.80	100%
	Clean Heat Ducts	1460	24	7,800	-0-			
	Renovate Unit #41	1460		-0-	23,445.39	23,445.39	5,784.55	25%
		SUBTOTAL		24,000	32,826.19			

Active Grant Year 2003, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report				Attachment <u>CFP-FY 2003</u>				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program #: MI33PO8250103 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
MI-82-2	Air conditioners for dwelling units (31)	1460	14	12,700	8,050	8,050	8,050	100%
	Paint Dwelling Units (2)	1460	5	1,000	6,250	6,250	6,250	100%
	Dumpster Room Door Replacement	1460	2	2,000	-0-			
		SUBTOTAL		15,700	14,300			
MI-82-3	Onsite maintenance storage shed	1450	1	1,800	5,441.50	5,441.50	5441.50	100%
	Dumpster room door replacement	1460	2	2,000	-0-			
	Air conditioners for dwelling units (49)	1460	38	20,000	19,433.25	19,433.25	19,433.25	100%
	Handrail at upper and lower parking lot	1460		4,000	-0-			
	Paint exterior steel doors/balcony handrails/structural steel components	1460		8,000	-0-			
	Renovate Paint in Common Areas	1460		-0-	11,500	11,500	11,500	100%
	Paint Dwelling Units	1460	5	-0-	6,250	6,250	6,250	100%
	Renovate Lighting in Common Areas	1460		-0-	13,707.31	13,707.31	13,707.31	100%
	Senior Center Expansion	1460		7,043	-0-			
	Architect fees & costs	1430		2,500	2,500	2,500		
		SUBTOTAL		45,343	58,832.06			
		TOTAL		166,043	166,043	166,043	147,739.85	

Active Grant Year 2002, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report		Attachment CFP-FY 2002			
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: <p style="text-align: center;">South Haven Housing Commission</p>		Grant Type and Number Capital Fund Program: MI33PO8250102 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: <p style="text-align: center;">2002</p>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:5)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 1-20-05 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	11,125	11,125	11,125	11,125
3	1408 Management Improvements				
4	1410 Administration	20,180	20,180	20,180	20,180
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	3,000	270	270	270
8	1440 Site Acquisition	6,400	-0-		
9	1450 Site Improvement	37,000	71,694.66	71,694.66	71,694.66
10	1460 Dwelling Structures	124,100	94,578.04	94,578.04	94,218.04
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment		2,687.14	2,687.14	2,687.14
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	-0-	1,270.16	1,270.16	1,270.16
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	201,805	201,805	201,805	201,445.00
21	Amount of line 20 Related to LBP Activities	10,000	15,000		
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Active Grant Year 2002, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report				Attachment <u>CFP-FY 2002</u>				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program #: MI33PO8250102 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA WIDE	Operations	1406		11,125	11,125	11,125	11,125	
	Director Capital & Special Programs	1410		20,180	20,180	20,180	20,180	
	Purchase Property	1440		6,400	-0-			
	Fees and Costs (ER Publications)	1430		-0-	270	270	270	100%
			SUBTOTAL	37,705	31,575			
MI-82-1	Driveway & Sidewalk Replacement	1450	8	24,800	39,460.66	39,460.66	39,460.66	100%
	Add Handrails at Entrances	1450	24	6,000	4,726	4,726	4,726	100%
	Sewer Line Replacement	1450	3	5,000	5,000	5,000	5,000	100%
	Landscaping	1450	24	7,200	22,508	22,508	22,508	100%
	Electrical Service & Upgrade Electric	1460	7	6,300	-0-			
	Carpet Dwelling Units	1460	6	5,000	-0-			
	Clean Heat Ducts	1460	12	4,800	3,480	3,480	3,480	100%
	Renovate Unit #41	1460		25,000	87,308.04	87,308.04	86,948.04	99%
	Relocation Costs (Unit #41)	1495.1		-0-	1,270.16	1,270.16	1,270.16	100%
			SUBTOTAL	84,100	163,752.86			

Active Grant Year 2002, Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report				Attachment <u>CFP-FY 2002</u>				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: South Haven Housing Commission		Grant Type and Number Capital Fund Program #: MI33PO8250102 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
MI-82-2	Plaster Apt. Block Walls	1460	4	31,000	-0-			
	Hallway Handrail Modifications	1460		2,000	-0-			--
	Paint Dwelling Units	1460	4	6,000	-0-			
	Common Area Furniture	1475		-0-	2,687.14	2,687.14	2,687.14	100%
		SUBTOTAL		39,000	2,687.14			
MI-82-3	Renovate/Paint/Lighting in Common Areas & Outside	1460		12,000	-0-			
	Hallway Handrail Modification	1460		3,000	-0-			
	Paint Dwelling Units	1460	6	9,000	-0-			
	Access Panels to Make-up Air Ducts	1460		2,500	3,790	3,790	3,790	100%
	Senior Center Expansion	1460		11,500	-0-			
	Architect Fees & Costs	1430		3,000	-0-			
		SUBTOTAL		41,000	3,790			
		TOTAL		201,805	201,805	201,805	201,445.00	

Required Attachment: Resident Advisory Board or Boards (RABs)

Member List of the Resident Advisory Board:

William MacMillan MI 82-1, Family Scattered Site Homes

Lilli Scaife MI 82-2, Harbor View Apartments

Patty Richmond MI 82-3, River Terrace Apartments

Recommendations from Residents:

The South Haven Housing Commission solicited direct resident input for the 2005 Agency Plan and 5-Year planning process. Resident meetings for each SHHC development were held on: March 8, 2005, for 82-1 Family Home residents; and March 9, 2005, for 82-2 Harbor View Apartment Residents and for 82-3 River Terrace Apartment Residents. Meeting attendance records on file.

82-1 Family Home resident input suggested unit replacement carpeting, replace shutters on houses, new hose bibs, some existing crab apple trees are a nuisance in the neighborhood -- the recommendation was to remove and replace these trees, a regular interior house painting schedule, recheck houses for weatherization, check for leaky or loose heat ducts in the crawl spaces and balance heating system distribution.

82-2 Harbor View residents suggested installation of two new center post style out door picnic tables, a canopy over the picnic tables, convert the 4th floor bathroom to a laundry room, install window film or shading on common area windows, replace exhaust fan in the laundry room, larger kitchen tile area to include dining area, expand resident parking area, and wider garbage room access doors.

82-3 River Terrace residents suggested replacing unit bathtubs with showers, improve tenant parking space signage depicting dedicated tenant parking and improving TV reception and lowering the cost of cable TV.

Recommendations from the RAB:

The South Haven Housing Commission Resident Advisory Board met on March 23, 2005. NEW BUSINESS: Resident and RAB input for the 2005 Capital Improvement Program Annual and 5-Year Plan: The February and March public notices published in the South Haven Tribune were reviewed. The 2005 Capital Improvement Program Annual and 5-Year Plan and residents suggestions were reviewed.

Recommendations from the RAB, Continued:

MacMillan attended the resident meeting on March 8, 2005, and affirmed the resident input for 82-1. He provided no further input.

Due to illness Scaife did not attend the March 9, 2005, resident meeting. She did not feel it necessary to convert the forth floor bathroom into a laundry room. She did express a need for resident storage in some location on site. Carpeting is new in the dining room and does not need converting to tile. Scaife affirmed other suggestions as presented by the HV residents. She provided no further input.

Richmond did not attend the March 9, 2005 resident meeting. She is supportive of replacing bathtubs with shower stalls at RT. Improved parking signage identifying resident parking is needed. Ransom informed the RAB that since the resident meeting on March 9th, new and improved signage has been installed. Richmond noted that the building TV antenna reception continues to be an issue and perhaps the whole building should be converted to Cable TV. She provided no further input.

Summary of Public Hearing:

A public hearing was held by the SHHC on April 7, 2005, 7 PM Local Time to solicit public and additional input for the Housing Commission's 2005 Capital Improvement Program Annual and 5-Year Plan. Ladewski motioned and Mezak supported to open the Public Hearing. Motion carried. Persons Present: South Haven Housing Commissioners: Chairperson Thomson, Vice-Chairperson Cobbs and Commissioners Mezak, Smith and Ladewski; Resident Advisory Board (RAB) Representatives: MacMillan and Richmond; Housing Commission Staff: Executive Director Ransom and Director of Capital and Special Programs Fullar. No other persons or members of the public were present for the Public Hearing. Staff reviewed the 2005 Agency Plan and 5-Year Plan and recommendations from the residents and the RAB. No additional input was received at the Public Hearing. Mezak motioned and Cobbs supported to close the Public Hearing. Motion carried.