

# PHA Plans

**5-Year Plan for Fiscal Years**  
**beginning 10/1/2005 – 9/30/2010**

**Annual Plan for Fiscal Year Beginning**  
**October 1, 2005**

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

**PHA Plan  
Agency Identification**

**PHA Name: Housing Authority of the City of Columbia, Missouri**

**PHA Number: MO-007**

**PHA Fiscal Year Beginning: (mm/yyyy) 10/2005**

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2010**  
[24 CFR Part 903.5]

**A. Mission**

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

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

**The mission of the Housing Authority of the City of Columbia, Missouri, (CHA) is to provide safe and affordable housing opportunities to low-income individuals and families. In carrying out this mission, CHA will seek partnerships and collaborative efforts with local organizations and other governmental agencies that provide services to improve the quality of life for CHA's residents.**

**Appropriate training will be provided to CHA personnel to ensure a qualified workforce to carry out this mission with a high degree of respect for each other and the persons served.**

**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: Local TBRA and Homeownership programs with City HOME funds.
- Acquire or build units or developments

Other: (1) Partner with local agencies to promote homeownership opportunities for public housing residents with outreach to minorities and persons with disabilities (HOYO program); (2) Promote homeownership opportunities for public housing residents and Section 8 participants.

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score). Increase PHAS scoring in all areas where improvement can be achieved.
- Improve voucher management: (SEMAP score) Increase SEMAP scoring in all areas where improvement can be achieved.
- Increase customer satisfaction: Monitor resident survey responses in PHAS and other local survey information to gauge customer satisfaction, and respond as needed.
- Concentrate on efforts to improve specific management functions: Initiatives will be implemented to improve financial management of CHA operations to achieve surplus from operations for the public housing and rental assistance programs.
- Renovate or modernize public housing units: Capital Funds will be used to maintain and upgrade public housing units to ensure they are comparable to other local assisted housing developments.
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing through the homeownership program.
- Provide replacement vouchers:
- Other: (list below) Improve tenant file integrity in coordination with Rental Integrity Management review and follow-up.

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords. (1) Non-participating landlords will be invited to the annual Section 8 Landlord meetings to encourage participation and explain basics of the program; (2) conduct outreach to outlying Boone County area through regional newspapers and organizations.
- Increase voucher payment standards
- Implement voucher homeownership program: The Section 8 Homeownership program began October 1, 2001. Continue housing counseling services through MoneySmart classes for persons interested in homeownership. First S8 Homebuyer contract March 1, 2003.
- Implement public housing or other homeownership programs: HUD has granted a waiver to utilize the first 5-year increment of Replacement Housing Funds for a local homeownership program for public housing

residents. A 5(h) homeownership program may be considered in future years.

- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below) (1) CHA will convert tenant-based vouchers to project-based vouchers as allowed by Federal guidelines and as the local need arises; (2) continue cooperative agreement with the Boone County Commission to administer the Section 8 units in Boone County jurisdiction; (3) operate local Tenant Based Rental Assistance Program funded by City HOME funds.

**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: Develop plans to promote safety through environmental design; security, cooperative working relationship with law enforcement agencies, and staff training.
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities). HUD approved renewal of CHA's application for designated housing in April 2005. Oak Towers is designated Elderly/Near-Elderly. Paquin Tower is designated Mixed Populations of elderly/near-elderly/persons with disabilities.
  - Other: (1) Decrease incidents of violence and drug-related crimes in public housing neighborhoods; (2) Screen applicants to eliminate ineligible and unsuitable public housing tenants; (3) CHA will conduct group briefing sessions for public housing applicants to orient potential residents to the terms of the lease agreement and provide guidance for peaceful living in public housing neighborhoods to reduce incidents related to improper behaviors, illegal activities and peace disturbance incidents; (4) Support residents in operation of the on-site CHA Food Pantry for CHA residents located at 200 Boone Drive and support a mobile Pantry for Paquin Tower; (5) promote services to the elderly and disabled populations to enable residents to live independently in a residential environment rather than having to relocate to nursing homes for personal care; (6) promote activities in the family sites through grant applications for youth services and self-sufficiency programs to replace PHDEP funding; (7) utilize not-for-profit corporation to administer grants to increase services to low-income youth and adults.

**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) Promote various local homeownership programs for public housing and Section 8 households; establish local partnerships to collaborate on programming for employment including adults, youth and homeless youth; seek funding for supportive services for employment; establish CHA as a Housing Counseling agency building on the HUD/FDIC approved MoneySmart classes.

**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: (1) CHA staff will actively participate in local agencies for networking purposes; (2) CHA will provide a speaker's bureau for local programs to agencies that work with diverse populations at which speakers will stress the importance of recognizing and honoring cultural diversity and differences.
- 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: CHA provides handicap-accessible units to applicants to meet special needs and to residents as their health needs require.
- Other: (list below)

**Other PHA Goals and Objectives: (list below)**

Coordinate activities of CHALIS, the not-for-profit corporation of CHA, to provide services to low-income persons and families.

**Annual PHA Plan**  
**PHA Fiscal Year beginning 10/1/2005**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

- Standard Plan**  
**Streamlined Plan:**
- High Performing PHA**
  - Small Agency (<250 Public Housing Units)**
  - Administering Section 8 Only**
- Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

**The Columbia Housing Authority (CHA) is designated a PHAS Standard Performer for the fiscal year ended 9/30/2004 with an unaudited PHAS score of 86%. A Memorandum of Agreement for the calendar year 2005 is in place to address financial management deficiencies from the FY2003 PHAS scoring. Monthly progress reports are submitted to HUD. Financial and Management indicators are improving.**

**CHA owns and manages 719 public housing units at six developments within the City of Columbia, Missouri. Significant progress has been made in increasing occupancy rates over the past eight years. CHA attained 96.26% occupancy during FY2004. Vacant units and turnaround times have been significantly reduced. A change in waiting list management was adopted in June 2004 to revise the Public Housing ACOP and Section 8 Administrative Plan to eliminate local preferences.**

**CHA is designated a SEMAP High Performer for FY2004 with a scoring of 104%. CHA is allocated 1,062 Housing Choice Voucher units for the Columbia and Boone County jurisdictions, however, due to Federal Appropriations, only 1,035 units are funded for FY2004.**

**The mission of CHA is to provide safe and affordable housing opportunities to low-income individuals and families. In carrying out this mission, CHA will seek partnerships and collaborative efforts with local organizations and other governmental agencies that provide services to improve the quality of life for CHA's residents. Appropriate training will be provided to CHA personnel to ensure a qualified workforce to carry out this mission with a high degree of respect for each other and those persons served.**

**It is the mission of the CHA Resident Advisory Board to facilitate positive communication and understanding among residents and administrators of CHA in order to create opportunities to continually improve affordable housing and the environment of the community. Adopted April 2, 2003.**

**Major initiatives included in the 2005 Annual Plan are:**

1. Continuing home ownership opportunities for both Public Housing residents and Section 8 participants through local collaborations with the Columbia Community Development Corporation, City HOME funds, City HOME American Dream funds, and Columbia Board of Realtors.
2. Increased rental housing assistance to special populations through the City funded HOME Tenant-Based Rental Assistance (TBRA) program.
3. Continued partnerships and collaboration with local agencies to provide on-going services to low-income individuals and families.
4. Provide staff support to the Resident Advisory Board (RAB) and actively solicit input from RAB members on CHA operations and development of PHA Plans.
5. Encourage resident leadership training for existing Resident Associations and support family-site resident associations.
6. Facilitate Fair Housing initiatives and diversity training for employees and resident associations.
7. Achieve public housing occupancy goals established by Board of Commissioners.
8. Continue expanded housing opportunities by administering the Boone County Section 8 units.
9. Establish CHA as a HUD-approved local housing counseling agency with initial emphasis on providing MoneySmart classes to low-income families interested in homeownership opportunities.
10. Implement planning and development opportunities through the deliberations of the CHA Housing Task Force in cooperation with local governmental entities and citizen input for redevelopment of the East Park Avenue Public Housing areas.

**iii. Annual Plan Table of Contents**

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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**Attachments including Voluntary Conversion Initial Assessment**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Attachments:

- CHA Staff Organization Plan (mo007a01)
- CFP 50105 Annual Statement & 5-Year Plan (mo007b03)
- CFP 50104 Performance & Evaluation at 3/31/05 (mo007c03)
- CFP 50203 Performance & Evaluation at 3/31/05 (mo007d03)
- CFP 50103 Final Performance & Evaluation at 3/31/05 (mo007e03)
- RHF 50102 Performance & Evaluation at 3/31/05 (mo007f01)
- RHF 50101 Final Performance & Evaluation at 3/31/05 (mo007g01)
- Consolidated Budget FYE 9/30/06 (mo007h01)
- Statement of Progress in Meeting the 5-Year Plan Mission & Goals (mo007i01)
- Community Service Plan (mo007j01)
- Pet Policy (mo007k01)
- Resident Advisory Board Members & Appointment Data (mo007l01)
- Resident Advisory Board Recommendations (mo007m01)
- Governing Board Members & Appointment Data (mo007n01)
- Public Housing Homeownership Program (mo007o01)
- Section 8 Homeownership Plan (mo007p01)
- “HOME” Tenant-Based Rental Assistance Program (mo007q01)
- Voluntary Conversion Initial Assessment (mo007r01)
- EIV in ACOP & Admin Plan Certification (mo007s01)

**Supporting Documents Available for Review**

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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
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), which includes the Tenant Selection and Assignment Plan [TSAP] – Revision in process	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan - Revision in process	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
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
X	Section 8 rent determination (payment standard) policies <input checked="" 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	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
X	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans – <b>No Public Housing Units included in Replacement Housing Program</b>	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
X	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Utilities Allowances	Annual Plan: Other
X	SAFETY SERVICES DEPARTMENT PROCEDURES	Annual Plan: Other
X	CONSOLIDATED BUDGET PLAN	Annual Plan: Financial Resources
X	HIGH-RISE EMERGENCY PLAN	Annual Plan: Other
X	REPLACEMENT HOUSING FUND PLAN	5-Year & Annual Plan
X	MAINTENANCE OPERATIONS PLAN	Annual Plan: Other
X	SAFETY DIVISION PROCEDURES	Annual Plan: Other

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	8,741	5	5	5	3	3	5
Income >30% but <=50% of AMI	4,736	4	4	4	3	3	4
Income >50% but <80% of AMI	4,439	3	3	3	3	3	2
Elderly	1,032	2	2	1	1	1	1
Families with Disabilities	413	3	4	3	4	3	4
White	15,692	2	2	2	2	2	2
Black	2,891	4	4	4	5	4	4
Hispanic	413	4	4	4	5	4	4
Asian	1,445	3	3	3	3	3	3
Native American	206	3	3	3	3	3	3

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

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input 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	555		285
Extremely low income <=30% AMI	411	74 %	
Very low income (>30% but <=50% AMI)	127	23 %	
Low income (>50% but <80% AMI)	17	3 %	
Families with children	379	68 %	
Single H/H	433	78 %	
Elderly families	18	3 %	
Families with Disabilities	140	25 %	
White	262	47 %	
Black	288	52 %	
Hispanic	1	0	
Asian	3	1 %	
Native American	1	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			

**Housing Needs of Families on the Waiting List**

5+ BR	0	0	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? Closed April 29, 2004			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 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	259		198
Extremely low income <=30% AMI	239	92 %	
Very low income (>30% but <=50% AMI)	17	7 %	
Low income (>50% but <80% AMI)	3	1 %	
Families with children	64	25 %	
Single H/H	235	91 %	
Elderly families	8	3 %	
Families with Disabilities	80	31 %	
White	105	41 %	
Black	153	59 %	
Hispanic	1	0	
Asian	1	0	
Native American	1	0	
Characteristics by Bedroom Size (Public Housing Only)			
0BR-Efficiency	76	29 %	
1BR	112	44 %	
2 BR	49	19 %	
3 BR	16	6 %	
4 BR	6	2 %	
5 BR N/A	N/A	N/A	
5+ BR N/A	N/A	N/A	

## Housing Needs of Families on the Waiting List

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

If yes:

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

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

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

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of vacant public housing units
- 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)
  - \*Continue CHA strategy to reduce PH vacancies through unit turnaround crews with varying skill levels to address quick turnover of vacant units.
  - \*Market public housing units in the Columbia community.

- \*Monitor turnover time related to occupancy function and resolve any identified problems in lease-up.
- \*Continue effective communication between the Intake Coordinator, Housing Managers and Renovation Supervisor to coordinate move-outs and move-ins to reduce turnaround time and number of vacant units.
- \*Eliminate local preferences to enable processing of applications for housing in a more timely manner.

**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 partnerships for alternative housing programs for special sub-populations, i.e., persons with a mental illness, persons with disabilities, victims of domestic violence, and veterans.
  - \*Convert tenant-based vouchers to project-based vouchers for developmentally disabled individuals.
  - \*Implement local homeownership program utilizing HOME funds and partnership with BooneWorks for construction, and with The Callaway Bank for financing.

**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

- Continue designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

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

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

Select all that apply

- Continue 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 and if waiting list exceeds 100
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)
  - \*Continue partnership with Boone County Group Homes & Family Support to provide project-based Section 8 Housing Choice Vouchers to developmentally disabled individuals.
  - \*Monitor the Shelter Plus Care Program and increase referral agencies as needed.
  - \*Include families with disabilities in the targeted population for the HOME/TBRA program.

**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)  
**\*Conduct outreach to Boone County for the Section 8 Program to increase participation outside the City of Columbia for tenants and landlords.**

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2006 grants)</b>		
a) Public Housing Operating Fund	1,456,962.00	(88.8% of 1,640,723)
a) Public Housing Capital Fund	750,000.00	
b) HOPE VI Revitalization		
c) HOPE VI Demolition		
d) Annual Contributions for Section 8 Tenant-Based Assistance/ S+Care	5,360,867.00	
e) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME/TBRA	78,500.00	Local rental assistance
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CFP50104	250,000.00	Capital Fund
CFP50203	0.00	
		Local rental assist. program
RHF50102	42,361.00	Replacement Housing
<b>3. Public Housing Dwelling Rental Income</b>		
Rent	1,000,000.00	PH Operations
Excess Utilities	25,000.00	PH Operations
Non-dwelling rentals	65,000.00	PH Operations
<b>4. Other income (list below)</b>		
Investment Interest	4,511.00	PH/S8 Operations
Laundry receipts, vending machines, work orders, fraud recovery	73,000.00	PH/S8 Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>9,106,201.00</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)  
**Thirty (30) days of move-in.**
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping – **if stated on the prior landlord reference.**
- Other (describe) – Applicant or household not on sexual offender list; applicant does not owe funds to CHA or other housing agency for a prior tenancy.

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

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

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

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

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

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

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

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

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

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

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously?  
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies  
 Overhoused  
 Underhoused  
 Medical justification  
 Administrative reasons determined by the PHA (e.g., to permit modernization work)  
 Resident choice: (state circumstances below)  
 Other: (list below) Due to excess vacancies, transfers are limited to one per month per site, emergencies excluded.

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

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

Other preference(s) (list below)

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

#### 1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

#### **(5) Occupancy**

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

- The PHA-resident lease



## B. Section 8

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

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below) **Income Limits; Debt owed to CHA or other public housing agency; prior tenancies.**
- 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) **Current address and landlord.**

### (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) **Boone County PHA waiting list for Boone County merged on April 1, 2001**

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: **If voucher holder documents an active search and inability to locate a unit, or medical emergency, or search for handicap accessible unit.**

**(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.

1 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**

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 – group briefing sessions
- 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) **Through the cooperating referral agency or organization for the HOME/TBRA program, Shelter Plus Care program, and local Family Unification Program; brochures; speaker’s bureau.**

## **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

### **A. Public Housing**

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

#### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below: **PH Admissions & Continued Occupancy Policy adopted May 2004, Section VII, Determination of Total Tenant Payment & Tenant Rent, D. Minimum Rent, 1. Financial Hardship Exemption.**

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

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: **Statutory Flat Rent and Ceiling Rent Options could result in less than 30% of adjusted income being charged for rent.**
- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) **NONE**
- 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) **ONLY STATUTORY AND REGULATORY DEDUCTIONS AND/OR EXCLUSIONS**

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

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) **\$100 per month/\$1200 per year over that verified at the most recent annual recertification or move-in certification.**
- 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**

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below) **Fair Market Rents; Payment Standards, CHA Operating costs.**

## 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) **Reduced Federal funding.**

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) - **Availability of Federal funding**

**(2) Minimum Rent**

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

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

b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below) **Section 8 Administrative Plan adopted May 2004, Section X, B. (page 34) Minimum Rent – hardship exemption.**

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	719	198
Section 8 Vouchers	1035	285
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	S+Care – 42	12
Other Federal Programs(list individually)		
HOME/TBRA	25	5

### C. Management and Maintenance Policies

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

1. Public Housing Maintenance and Management: (list below)

**Accident Prevention Manual**  
**Safety Services Manual and Trespass Policy**  
**Maintenance Plan (includes pest eradication measures)**  
**Admissions and Continued Occupancy Policy**  
**Personnel Policy**  
**Grievance Procedures**  
**Allocation Plan for Designated Housing**  
**High-Rise Emergency Action Plan**  
**Asset Management Plan**  
**Replacement Housing Program**  
**Safety Division Procedures**

- (2) Section 8 Management: (list below)

**Section 8 Administrative Plan**  
**Personnel Policy**  
**Grievance Procedures**  
**Section 8 Homeownership Program**

### **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

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

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office  
 PHA development management offices

- Other (list below) **Initiated by written request to Executive Director for Informal Settlement Conference.**

### **B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- PHA main administrative office
- Other (list below): **Initiated by written request to the Executive Director for an Informal Settlement Conference. CHA's Board of Commissioners reviewed the Grievance Procedure Policy in March 2001. No changes were enacted.**

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment **mo007b01**

-or-

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

**(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided on the new HUD form that combines the Annual and 5-year Plans as attachment mo007b01 – excel file.**

-or-

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

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

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)
1. Development name:
  2. Development (project) number:
  3. Status of grant: (select the statement that best describes the current status)
    - Revitalization Plan under development
    - Revitalization Plan submitted, pending approval
    - Revitalization Plan approved

Activities pursuant to an approved Revitalization Plan underway

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

If yes, list development name/s below:

CHA is considering a HOPE VI program for oldest developments MO-007-1, 2 and 3. Planning consultant retained to determine feasibility of redevelopment project and to assess local housing needs in cooperation with local government and neighborhood associations.

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

If yes, list developments or activities below: **Planning**

**consultant retained to determine feasibility of redevelopment of MO007-1D Blind Boone, and MO007-2E Jessie Wrench developments. CHA's Housing Task Force established in 2003 is expanding to include representatives from neighborhood associations, tenants, business community, local government, minority contractors association, and private citizens. This group will assist the planning consultant in analyzing local affordable housing needs to determine gaps and affordable housing programs available to address local needs**

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

If yes, list developments or activities below: **CHA is analyzing**

**local affordable housing needs to determine gaps and programs available to address local needs. CHA will use Replacement Housing Funds for homeownership opportunities for public housing residents in partnership with the local Columbia Community Development Corporation, City HOME funds, and other local agencies. This will ensure that CHA funds will be augmented by local CCDC downpayment assistance funds from HOME and a local banking consortium that are administered by the CCDC. Also, see item (d) above.**

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: <b>Stuart Parker, Jessie Wrench, Blind Boone</b>	
1b. Development (project) number: MO-7-2D and MO-7-2E	
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>06/29/2005</u>	
5. Number of units affected: 70	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: Unknown b. Projected end date of activity: Unknown	

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

[24 CFR Part 903.7 9 (i)]

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

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Oak Towers
1b. Development (project) number:	MO-007-4
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	04/15/2005
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan – TWO-YEAR RENEWAL APPROVED 4/15/2005 <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	147
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Paquin Tower
1b. Development (project) number:	MO-007-7
2. Designation type:	Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/>

Submitted, pending approval <input type="checkbox"/>
Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: 04/15/2005
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan – TWO-YEAR RENEWAL APPROVED 4/15/2005 <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 200
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

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

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

2. Activity Description / Not Applicable

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

<b>Conversion of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)

3.  Yes  No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)

4. Status of Conversion Plan (select the statement that best describes the current status)

- Conversion Plan in development
- Conversion Plan submitted to HUD on: (DD/MM/YYYY)
- Conversion Plan approved by HUD on: (DD/MM/YYYY)
- Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to

component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

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

**B. Section 8 Tenant Based Assistance**

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

high performer status. **High performing PHAs may skip to component 12.)**

2. Program Description: See attached Section 8 Homeownership Guide.

a. Size of Program

Yes  No: Will the PHA limit the number of families participating in the section 8 homeownership option? **Not more than 15 per year.**

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

**\*Participants must enroll in CHA's MoneySmart financial management and housing counseling program.**

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

[24 CFR Part 903.7 9 (1)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? **12/06/99**

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs **CHA and the Boone County DFS Office jointly administer 10 units of Section 8 vouchers set aside for a local Family Unification Program.**
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe) .

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

**(1) General**

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)**CHA will enlist Resident Advisory Board members and Resident Associations to develop an economic self-sufficiency initiative for residents in the operation of laundry facilities recently constructed.**

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Voluntary Family Self-Sufficiency Program – Public Housing</i>	50	<i>Application</i>	<i>PHA Main Office</i>	<i>Public Housing, Section 8</i>
<i>Elderly Services Coordinator</i>	347	<i>All residents – highrises</i>	<i>1201 Paquin 700 North Garth</i>	<i>Public Housing</i>
<i>Drug-Free Communities Grant</i>	150	<i>All youth</i>	<i>BBCC</i>	<i>Public Housing</i>
<i>Dept. of Public Safety – JJDP</i>	150	<i>All youth</i>	<i>BBCC &amp; BCRC</i>	<i>Public Housing</i>
<i>HOME/TBRA Rental Assistance Program</i>	25	<i>Application</i>	<i>PHA Main Office</i>	<i>HOME/Section 8</i>

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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: 05/01/2005)
Public Housing	Application for FSS Coordinator pending for 50 participants	0
Section 8	Application for FSS Coordinator pending for 50 participants	0

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

If no, list steps the PHA will take below:

**CHA no longer has staff to administer its voluntary FSS program. Applications are pending for funding FY2005 FSS Coordinators for both Public Housing and Section 8 (1/2 FTE each). If funded, CHA will concentrate efforts in this fiscal year to promote self-sufficiency, education and homeownership opportunities. CHA is researching IDA donors and collaborating with BooneWorks to promote the program. A revised FSS Action Plan has been submitted to HUD for approval.**

### C. Welfare Benefit Reductions

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

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

<b>D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937</b>
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**SEE COMMUNITY SERVICE PLAN – ATTACHMENT mo007101**

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

Other (describe below)

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

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

3. Which developments are most affected? (list below)  
**MO-7-1, 2, 3, 4, 5, 7 ALL SITES**

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

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

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

**Security staff CHA-wide; digital security cameras located CHA-wide  
Locked entry doors at Oak/Paquin Towers with key card entry by residents;  
Police sub-stations located on two family sites MO-7-2 and 5;  
Law enforcement officials residing in public housing units – 4 units approved by Board of Commissioners – MO-7-1, 2 and 5;  
CHA Security Officers authorized to carry CPD police radios for immediate communication between CHA and CPD officers when needed.  
CPD Officer to act as tutor/mentor in after-school tutoring program for youth.**

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

**C. Coordination between PHA and the police**

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below) **Cooperative agreement between CHA and CPD; CHA offers public housing units for law enforcement officers rent-free; Police sub-stations on two sites. MOA between CPD and CHA to cooperate in providing CPD Officer as tutor/mentor for after-school tutoring program for youth. Columbia has been designated as a Drug-Free Community with grant funding approved from Office of National Drug Control Policy. This involves a community coalition to address substance abuse issues. CHA's Executive Director is co-chair of the coalition.**

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

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

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

NOT APPLICABLE

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

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**ATTACHMENT mo007o01**

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:
- 2005 PLAN COMMENTS**
- \*Residents support plans by Intersection for grocery store near Oak Towers and are collaborating to assist with neighborhood programs.
  - \*Need sidewalks on Lincoln/Unity sites
  - \*Concern that resident services at high-rises have been eliminated or reduced
  - \*CHA should screen applicants
  - \*Homeownership program information
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below) – .  
CHA connected Paquin residents to official at Central Missouri Food Bank for setting up the Mobile Food Pantry for Paquin Tower.  
Suggested that resident association subsidy funds be used for leadership development opportunities and discussed several options available.  
Suggested that resident association subsidy funds be used for educational opportunities for residents.  
Provided explanation to RAB of CHA's homeownership programs.  
Advised RAB members that CHA will apply for grants to provide resident services programming.

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

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

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

3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations  
 Candidates could be nominated by any adult recipient of PHA assistance  
 Self-nomination: Candidates registered with the PHA and requested a place on ballot  
 Other: (describe) **CHA provided information and distributes application forms to RAB members for application to the Mayor for appointment to the CHA Board of Commissioners.**

b. Eligible candidates: (select one)

- Any recipient of PHA assistance  
 Any head of household receiving PHA assistance  
 Any adult recipient of PHA assistance  
 Any adult member of a resident or assisted family organization  
 Other (list) **Eligible under Missouri Housing Authorities Law.**

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: (provide name here) **City of Columbia, Missouri**
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.  
 The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.  
 The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

**Participation in the Continuum of Care organization to develop 10 Year Plan to End Homelessness. Continuing the HOME/TBRA rental assistance to special populations. Continuing homeownership programs for low-income families and individuals.**

- Other: (list below)

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

**1999 CDBG funding provided in the amount of \$30,000 for design fees for sprinkler system for Paquin Tower.**

**2000 CDBG funding provided in the amount of \$100,000 for installation of the sprinkler system.**

**2003 HOME Investment Partnership Program funding of \$150,000 for acquisition of suitable properties for homeownership program, and \$150,000 for 2-year tenant-based rental assistance program.**

**2005 Renewal funding for HOME/TBRA for \$157,500 for two-year period.**

#### **5. Other Information Required by HUD**

##### **1. Definition of Substantial Deviation and Significant Amendment or Modification:**

- a. Changes to rent or admissions policies or organization of the waiting list.**
- b. Additions of non-emergency work items or change in use of replacement reserve funds under the Capital Fund**
- c. Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.**

**An exception for any of the above are any changes adopted to reflect changes in HUD regulatory requirements. Such changes will not be considered significant amendments by HUD.**

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

## **Attachments**

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

CHA Staff Organization Plan (mo007a01)  
CFP 50105 Annual Statement & 5-Year Plan (mo007b03)  
CFP 50104 Performance & Evaluation at 3/31/05 (mo007c03)  
CFP 50203 Performance & Evaluation at 3/31/05 (mo007d03)  
CFP 50103 Final Performance & Evaluation at 3/31/05 (mo007e03)  
RHF 50102 Performance & Evaluation at 3/31/05 (mo007f01)  
RHF 50101 Final Performance & Evaluation at 3/31/05 (mo007g01)  
Consolidated Budget FYE 9/30/06 (mo007h01)  
Statement of Progress in Meeting the 5-Year Plan Mission & Goals (mo007i01)  
Community Service Plan (mo007j01)  
Pet Policy (mo007k01)  
Resident Advisory Board Members & Appointment Data (mo007l01)  
Resident Advisory Board Recommendations (mo007m01)  
Governing Board Members & Appointment Data (mo007n01)  
Public Housing Homeownership Program (mo007o01)  
Section 8 Homeownership Plan (mo007p01)  
“HOME” Tenant-Based Rental Assistance Program (mo007q01)  
Voluntary Conversion Initial Assessment (mo007r01)  
EIV in ACOP & Admin Plan Certification (mo007s01)

**PHA Plan  
Table Library**

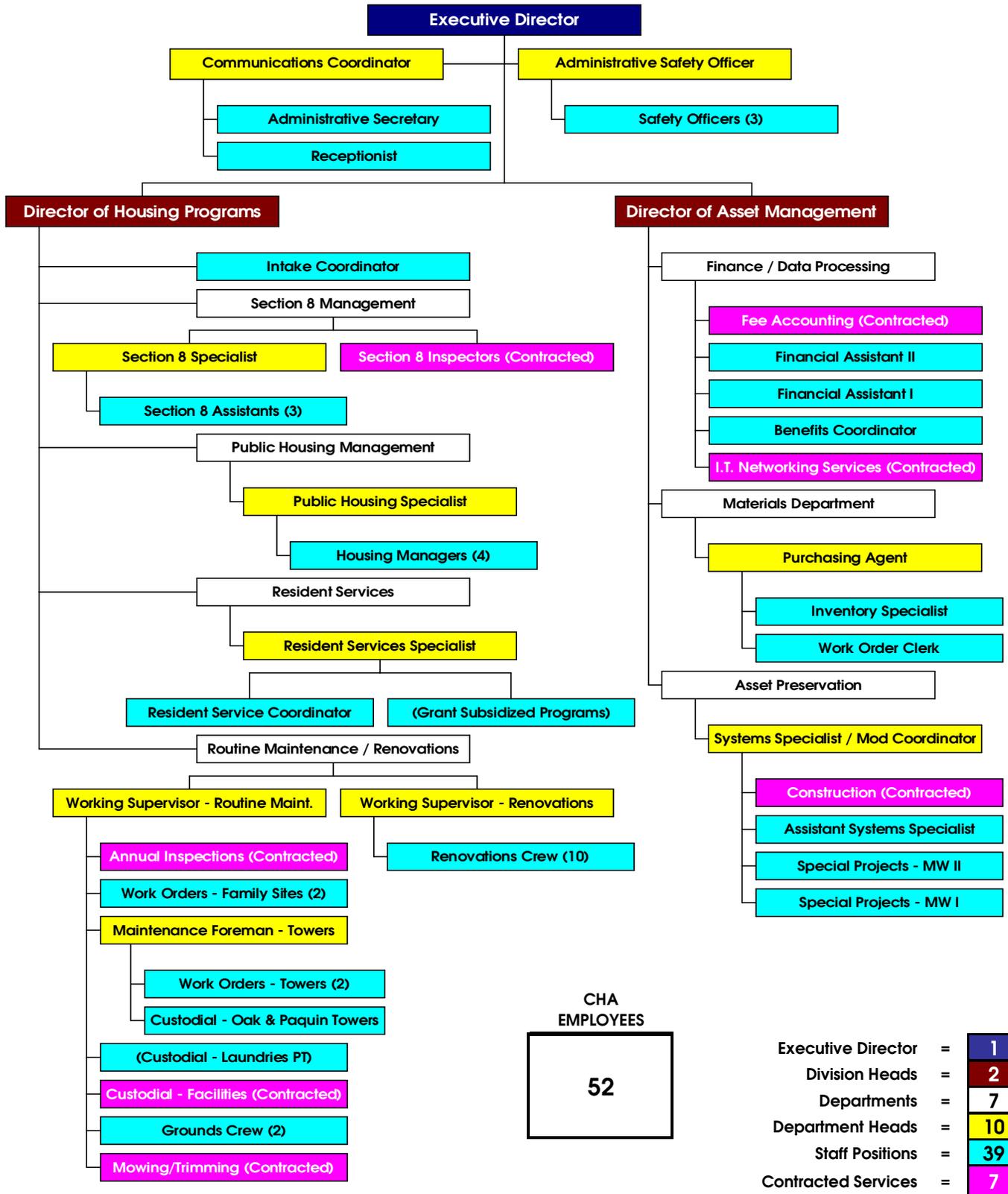
**Component 7  
Capital Fund Program Annual Statement  
Parts I, II, and II**

**Annual Statement  
Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number MO36P00750105 FFY of Grant Approval: 2005

Original Annual Statement **ATTACHMENT mo007b01**

Housing Authority of the City of Columbia, Missouri  
**ORGANIZATION CHART**  
 June 1, 2004



CHA  
 EMPLOYEES  
**52**

Executive Director	=	<b>1</b>
Division Heads	=	<b>2</b>
Departments	=	<b>7</b>
Department Heads	=	<b>10</b>
Staff Positions	=	<b>39</b>
Contracted Services	=	<b>7</b>

**CAPITAL FUND PROGRAM TABLES START HERE**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Columbia, Missouri		Grant Type and Number Capital Fund Program Grant No: MO36P00750105 Replacement Housing Factor Grant No:		Federal FY of Grant: 2005	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ___ ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: _____ <input type="checkbox"/> Final Performance and Evaluation Report				updated: 04-Oct-05	
		Total Estimated Cost		Total Actual Cost	
Line	Summary by Development Account	Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0.00			
2	1406 Operations	\$203,063.20			
3	1408 Management Improvements	\$189,068.92			
4	1410 Administration	\$77,772.57			
5	1411 Audit	\$0.00			
6	1415 Liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$20,000.00			
8	1440 Site Acquisition	\$60,000.00			
9	1450 Site Improvement	\$35,000.00			
10	1460 Dwelling Structures	\$206,573.10			
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00			
12	1470 Nondwelling Structures	\$30,000.00			
13	1475 Nondwelling Equipment	\$163,000.00			
14	1485 Demolition	\$20,000.00			
15	1490 Replacement Reserve	\$0.00			
16	1492 Moving to Work Demonstration	\$0.00			
17	1495.1 Relocation Costs	\$0.00			
18	1499 Development Activities	\$0.00			
19	1501 Collaterization or Debt Service	\$0.00			
20	1502 Contingency	\$10,838.21			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,015,316.00	\$0.00	\$0.00	\$0.00
22	Amount of line 21 Related to LBP Activities	\$0.00			
23	Amount of line 21 Related to Section 504 compliance	\$0.00			
24	Amount of line 21 Related to Security – Soft Costs	\$163,068.92			
25	Amount of Line 21 Related to Security – Hard Costs	\$10,000.00			
26	Amount of line 21 Related to Energy Conservation Measures	\$15,000.00			

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

PHA Name: Housing Authority of the City of Columbia, Missouri		Grant Type and Number Capital Fund Program Grant No: MO36P00750105 Replacement Housing Factor Grant No:				Federal FY of Grant: <u>2005</u>		
Development Number Name / HA-Wide Activities				Total Estimated Cost		Total Actual Cost		only for P & E Report
	General Description of Major Work Categories	Development Acct Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Work
Operations	Operations	1406.000		\$203,063.20				
		total for line item 1406:		\$203,063.20	\$0.00	\$0.00	\$0.00	
Mgt. Improve.	Staff Training	1408.020	30 sessions	\$20,000.00				
Mgt. Improve.	Protective Services - Salaries	1408.060	5	\$125,437.63				
Mgt. Improve.	Protective Services - Benefits	1408.065	5	\$37,631.29				
Mgt. Improve.	Computer Software	1408.200	10 progs	\$5,000.00				
Mgt. Improve.	Consultant Fees (M/I)	1408.600	1 ea	\$1,000.00				
		total for line item 1408:		\$189,068.92	\$0.00	\$0.00	\$0.00	
Administration	Non-Technical Salaries	1410.010	1	\$26,805.82				
Administration	Non-Technical Benefits	1410.015	1	\$8,041.75				
Administration	Technical Salaries	1410.020	1	\$32,250.00				
Administration	Technical Benefits	1410.025	1	\$9,675.00				
Administration	Advertising Expenses	141004	5 bids	\$1,000.00				
		total for line item 1410:		\$77,772.57	\$0.00	\$0.00	\$0.00	
MO7-2	A&E Fees	1430.010	Park Ave	\$20,000.00				
		total for line item 1430:		\$20,000.00	\$0.00	\$0.00	\$0.00	
300 Switzler	Site Acquisitions	1440.000	1 ea	\$60,000.00				
		total for line item 1430:		\$60,000.00	\$0.00	\$0.00	\$0.00	
MO7-2	Fencing	1450.160	750 ft	\$5,000.00				
MO7-2	Landscaping, Beautification	1450.360	1000 sf	\$10,000.00				
MO7-1	Landscaping, Erosion	1450.400	60 ext	\$5,000.00				
MO7-2	Concrete Work	1450.560	5000 sf	\$15,000.00				
		total for line item 1450:		\$35,000.00	\$0.00	\$0.00	\$0.00	
MO7-4, 7	Floor Tile	1460.250	8 & 15 hwy	\$15,000.00				
MO7-2	Floor Slabs / Foundations	1460.270	7 units	\$10,000.00				
MO7-5	Gutters / Downspouts	1460.430	20 units	\$10,000.00				
MO7-5	Siding, Exterior	1460.440	10 units	\$10,000.00				

Development Number Name / HA-Wide Activities				Total Estimated Cost		Total Actual Cost		only for P & E Report
	General Description of Major Work Categories	Development Acct Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Work
MO7-5	Roofing	1460.450	30 units	\$26,573.10				
MO7-1	Range Hoods	1460.560	10 ea	\$5,000.00				
MO7-4	Plumbing Enhancements	1460.580	150	\$15,000.00				
MO7-4, 7	Boiler Enhancements	1460.640	3 & 3	\$10,000.00				
MO7-4, 7	Elevator Enhancements	1460.670	3 & 2	\$5,000.00				
MO7-4, 7	A/C, Windows, Towers	1460.710	80, 98 ea	\$80,000.00				
MO7-1, 2, 3, 5	Unit Restoration	1460.830	2,3,2,3 ea	\$20,000.00				
		total for line item 1460:		\$206,573.10	\$0.00	\$0.00	\$0.00	
MO7-7	Community Space Dividers	1470.260	1 ea	\$5,000.00				
MO7-24	Administration Building	1470.400	HVAC Sys	\$25,000.00				
		total for line item 1470:		\$30,000.00	\$0.00	\$0.00	\$0.00	
Non-Dwell Equip.	Office Furniture	1475.011	5 sets	\$5,000.00				
Non-Dwell Equip.	Office Equipment	1475.014	FS,16,2 cop	\$60,000.00				
Non-Dwell Equip.	Maintenance Tools & Equip	1475.021	20 Tools	\$10,000.00				
Non-Dwell Equip.	Grounds Tools & Equipment	1475.024	Mwr, Trim	\$10,000.00				
Non-Dwell Equip.	Community Space Furniture	1475.035	Lobby	\$15,000.00				
Non-Dwell Equip.	Security Systems, Non-Dwelling	1475.050	4 & 6 cam	\$10,000.00				
Non-Dwell Equip.	Park / Playground Equipment	1475.055	1 set	\$10,000.00				
Non-Dwell Equip.	Vehicles, Maintenance	1475.075	2 ea	\$40,000.00				
Non-Dwell Equip.	Vehicles Accessories, Mgmt.	1475.080	2 ea	\$3,000.00				
		total for line item 1475:		\$163,000.00	\$0.00	\$0.00	\$0.00	
300 Switzler	Demolition	1485.000	1 ea	\$20,000.00				
		total for line item 1430:		\$20,000.00	\$0.00	\$0.00	\$0.00	
	Contingency	1502.000	1 ea	\$10,838.21				
		total for line item 1502:		\$10,838.21	\$0.00	\$0.00	\$0.00	
GRAND TOTAL:				\$1,015,316.00	\$0.00	\$0.00	\$0.00	

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

PHA Name: Housing Authority of the City of Columbia, Missouri		Federal FY of Grant: 2005		Grant Type and Number Capital Fund Program Grant No: MO36P00750105 Replacement Housing Factor Grant No:			
Development Number Name / HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MO7-1	30-Sep-07			30-Sep-09			
MO7-2A	30-Sep-07			30-Sep-09			
MO7-2B	30-Sep-07			30-Sep-09			
MO7-2D	30-Sep-07			30-Sep-09			
MO7-2E	30-Sep-07			30-Sep-09			
MO7-3	30-Sep-07			30-Sep-09			
MO7-4	30-Sep-07			30-Sep-09			
MO7-5	30-Sep-07			30-Sep-09			
MO7-7	30-Sep-07			30-Sep-09			
HA-Wide	30-Sep-07			30-Sep-09			

**Capital Fund Program Five-Year Action Plan**

**Part I: Summary**

PHA Name:		Housing Authority of the City of Columbia, Missouri			<input checked="" type="checkbox"/> Original 5-Year Plan (or) <input type="checkbox"/> Revision No: _____	
Development Number Name / HA-Wide Activities / Line Item Accounts		FFY Grant: 2006 PHA FYE: 2007	FFY Grant: 2007 PHA FYE: 2008	FFY Grant: 2008 PHA FYE: 2009	FFY Grant: 2009 PHA FYE: 2010	
	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5	
MO7-1 Stewart Parker		\$ 111,721.12	\$ -	\$ -	\$ 67,479.92	
MO7-2A Jessie Wrench	See	\$ 40,621.08	\$ 15,000.00		\$ 30,429.92	
MO7-2B Blind Boone		\$ 40,621.07	\$ 15,000.00	\$ 12,600.02	\$ 30,429.92	
MO7-2D Blind Boone	Annual	\$ -	\$ -	\$ -		
MO7-2E Jessie Wrench		\$ -	\$ -	\$ -		
MO7-3 Frank Coleman	Statement	\$ -	\$ 65,332.76	\$ 20,100.00	\$ 30,429.92	
MO7-4 Oak Tower		\$ 107,500.00	\$ 32,500.00	\$ 209,595.45	\$ 37,929.92	
MO7-5 Bear Creek		\$ -	\$ 115,165.49	\$ -	\$ 50,429.92	
MO7-7 Paquin Tower		\$ 17,500.00	\$ 32,500.00	\$ 182,847.73	\$ 144,496.12	
HA-Wide		\$ -	\$ -	\$ -	\$ 0.00	
HA-Wide Contingency		\$ 12,252.80	\$ 12,252.80	\$ 12,252.80	\$ 12,252.80	
Physical Improvements (Subtotals of Above):		\$ 330,216.07	\$ 287,751.05	\$ 437,396.00	\$ 403,878.44	
1406 Operations		\$ 203,063.20	\$ 203,063.20	\$ 203,063.20	\$ 203,063.20	
1408 Management Improvements	See	\$ 192,960.99	\$ 198,999.82	\$ 197,999.81	\$ 195,200.00	
1410 Administration		\$ 80,075.74	\$ 82,448.02	\$ 84,891.46	\$ 87,408.20	
1411 Audit	Annual	\$ -	\$ -	\$ -	\$ -	
1415 Liquidated Damages		\$ -	\$ -	\$ -	\$ -	
1430 Fees and Costs	Statement	\$ 20,000.00	\$ 11,221.17	\$ -	\$ 100.00	
1440 Site Acquisition		\$ -	\$ -	\$ -	\$ 100.00	
1470 Nondwelling Structures		\$ -	\$ 13,832.74	\$ 10,865.53	\$ 6,066.16	
1475 Nondwelling Equipment		\$ 109,000.00	\$ 138,000.00	\$ 81,100.00	\$ 119,300.00	
1485 Demolition		\$ 50,000.00	\$ 50,000.00	\$ -	\$ 100.00	
1490 Replacement Reserve		\$ -	\$ -	\$ -	\$ -	
1492 Moving to Work Demonstration		\$ -	\$ -	\$ -	\$ -	
1495.1 Relocation Costs		\$ 30,000.00	\$ 30,000.00	\$ -	\$ 100.00	
1499 Development Activities		\$ -	\$ -	\$ -	\$ -	
1501 Collateralization or Debt Service		\$ -	\$ -	\$ -	\$ -	
Total CFP Funds for 5-year Plan:		\$ 1,015,316.00	\$ 1,015,316.00	\$ 1,015,316.00	\$ 1,015,316.00	
Total Non-CFP Funds in 5-year Plan		\$ -	\$ -	\$ -	\$ -	
Replacement Housing Factor Funds:		\$ -	\$ -	\$ -	\$ -	

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages - Work Activities (years 2 and 3)**

PHA Name: Housing Authority of the City of Columbia, Missouri				<input checked="" type="checkbox"/> Original 5-Year Plan (or) <input type="checkbox"/> Revision No: ____		
Activities for Year <u>1</u>	Activities for Year: <u>2</u> FFY Grant: <u>2006</u> PHA FYE: <u>2007</u>			Activities for Year: <u>3</u> FFY Grant: <u>2007</u> PHA FYE: <u>2008</u>		
	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost
See Annual Statement	Operations	Operations	\$ 203,063.20	Operations	Operations	\$ 203,063.20
	Mgt Improvements	Staff Training	\$ 20,000.00	Mgt Improvements	Staff Training	\$ 20,000.00
	Mgt Improvements	Protective Services - Salaries	\$ 129,200.76	Mgt Improvements	Protective Services - Salaries	\$ 133,076.78
	Mgt Improvements	Protective Services - Benefits	\$ 38,760.23	Mgt Improvements	Protective Services - Benefits	\$ 39,923.03
		Resident Services - Salaries	\$ -		Resident Services - Salaries	\$ -
		Resident Services - Benefits	\$ -		Resident Services - Benefits	\$ -
	Mgt Improvements	Computer Software	\$ 5,000.00	Mgt Improvements	Computer Software	\$ 5,000.00
		Consultant Fees (M/I)	\$ -	Mgt Improvements	Consultant Fees (M/I)	\$ 1,000.00
	Administration	Non-Technical Salaries	\$ 27,609.99	Administration	Non-Technical Salaries	\$ 28,438.29
	Administration	Non- Technical Benefits	\$ 8,283.00	Administration	Non- Technical Benefits	\$ 8,531.49
	Administration	Technical Salaries	\$ 33,217.50	Administration	Technical Salaries	\$ 34,214.03
	Administration	Technical Benefits	\$ 9,965.25	Administration	Technical Benefits	\$ 10,264.21
	Administration	Sundry (Mod Costs)	\$ 1,000.00	Administration	Sundry (Mod Costs)	\$ 1,000.00
	MO7-2	A&E Fees	\$ 20,000.00	MO7-2	A&E Fees	\$ 11,221.17
		Site Acquisitions	\$ -		Site Acquisitions	\$ -
		Lighting, Exterior	\$ -		Lighting, Exterior	\$ -
	MO7-1, 2	Fencing	\$ 5,000.00	MO7-3, 5	Fencing	\$ 5,000.00
		Dumpster Enclosures	\$ -		Dumpster Enclosures	\$ -
		Handrails, Exterior	\$ -		Handrails, Exterior	\$ -
		Clothes Lines	\$ -		Clothes Lines	\$ -
		Tree Work	\$ -		Tree Work	\$ -
	MO7-1, 2	Landscaping, Beautification	\$ 10,000.00	MO7-3, 5	Landscaping, Beautification	\$ 10,000.00
	MO7-1, 2	Landscaping, Erosion Control	\$ 10,000.00	MO7-3, 5	Landscaping, Erosion Control	\$ 10,000.00
	Water Supply, Outside	\$ -		Water Supply, Outside	\$ -	
	Retaining Walls	\$ -		Retaining Walls	\$ -	
MO7-1, 2	Concrete Work	\$ 25,000.00	MO7-3, 5	Concrete Work	\$ 25,000.00	
	Parking Lots	\$ -		Parking Lots	\$ -	
	Fuel Storage Tanks	\$ -		Fuel Storage Tanks	\$ -	
MO7-1, 2	Force Account Salaries	\$ 2,862.40	MO7-3, 5	Force Account Salaries	\$ 2,948.28	
MO7-1, 2	Force Account Benefits	\$ 858.72	MO7-3, 5	Force Account Benefits	\$ 884.48	
	Security Systems, Apartments	\$ -		Security Systems, Apartments	\$ -	
	Asbestos Abatement	\$ -		Asbestos Abatement	\$ -	
	Pressurized Stairwells, Towers	\$ -		Pressurized Stairwells, Towers	\$ -	
	504 Enhancements, Dwellings	\$ -		504 Enhancements, Dwellings	\$ -	
	Painting, Interior	\$ -		Painting, Interior	\$ -	
	Painting, Exterior	\$ -		Painting, Exterior	\$ -	
	Ceiling Tile	\$ -		Ceiling Tile	\$ -	

Activities for Year <u>1</u>	Activities for Year: <u>2</u> FFY Grant: <u>2006</u> PHA FYE: <u>2007</u>			Activities for Year: <u>3</u> FFY Grant: <u>2007</u> PHA FYE: <u>2008</u>		
	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost
See Annual Statement		Kitchen Cabinets / Fixtures	\$ -		Kitchen Cabinets / Fixtures	\$ -
	MO7-4	Bath Cabinets / Fixtures	\$ 50,000.00		Bath Cabinets / Fixtures	\$ -
		Handrails, Interior	\$ -		Handrails, Interior	\$ -
	MO7-1, 2	Floor Tile	\$ 15,000.00	MO7-3, 5	Floor Tile	\$ 10,000.00
		Sub Floors	\$ -		Sub Floors	\$ -
	MO7-1	Floor Slabs / Foundations	\$ 10,000.00	MO7-2	Floor Slabs / Foundations	\$ 10,000.00
		Window Screens	\$ -		Window Screens	\$ -
		Windows	\$ -		Windows	\$ -
		Door Hardware	\$ -		Door Hardware	\$ -
		Interior Doors	\$ -		Interior Doors	\$ -
	MO7-4	Hallway Doors, Towers	\$ 50,000.00		Hallway Doors, Towers	\$ -
		Screen Doors	\$ -		Screen Doors	\$ -
		Entry Doors	\$ -		Entry Doors	\$ -
		Room Dividers	\$ -		Room Dividers	\$ -
		Mailboxes	\$ -		Mailboxes	\$ -
	MO7-1	Gutters / Downspouts	\$ 10,000.00	MO7-2	Gutters / Downspouts	\$ 10,000.00
	MO7-1	Siding, Exterior	\$ 10,000.00	MO7-2	Siding, Exterior	\$ 10,000.00
	MO7-1, 2	Roofing	\$ 55,421.03	MO7-3, 5	Roofing	\$ 22,900.00
		Porches / Balconies	\$ -		Porches / Balconies	\$ -
	MO7-1, 2	Electrical Upgrades	\$ 100.00	MO7-3, 5	Electrical Upgrades	\$ 100.00
		Smoke Detectors	\$ -		Smoke Detectors	\$ -
		Interior Lighting	\$ -		Interior Lighting	\$ -
		Hallway Lighting	\$ -		Hallway Lighting	\$ -
		Emergency Lighting	\$ -		Emergency Lighting	\$ -
		Exhaust Fans	\$ -		Exhaust Fans	\$ -
	MO7-1, 2	Range Exhaust Hoods	\$ 5,000.00	MO7-3, 5	Range Exhaust Hoods	\$ 5,000.00
	MO7-1, 2 & MO7-7	Plumbing Enhancements	\$ 20,000.00	MO7-3, 5	Plumbing Enhancements	\$ 15,000.00
		Water Heaters	\$ -		Water Heaters	\$ -
		Fire Sprinkler System, Dwelling	\$ -		Fire Sprinkler System, Dwelling	\$ -
		Cold Water Pumps, Towers	\$ -		Cold Water Pumps, Towers	\$ -
		Domestic Water, Towers	\$ -		Domestic Water, Towers	\$ -
		Sump Pumps, Towers	\$ -		Sump Pumps, Towers	\$ -
	MO7-4, 7	Boiler Enhancements	\$ 10,000.00	MO7-4, 7	Boiler Enhancements	\$ 10,000.00
MO7-4, 7	Elevator Enhancements	\$ 5,000.00	MO7-4, 7	Elevator Enhancements	\$ 5,000.00	
	Gas Lines	\$ -		Gas Lines	\$ -	
	Furnaces	\$ -		Furnaces	\$ -	
	A/C, Central, Family Sites	\$ -		A/C, Central, Family Sites	\$ -	
	A/C, Windows, Towers	\$ -		A/C, Windows, Towers	\$ -	
	A/C Systems	\$ -		A/C Systems	\$ -	
	Laundry Facilities, Towers	\$ -		Laundry Facilities, Towers	\$ -	
	Trash Chutes, Towers	\$ -		Trash Chutes, Towers	\$ -	
	Pest Control	\$ -		Pest Control	\$ -	
MO7-1, 2	Unit Restoration	\$ 20,000.00	MO7-3, 5	Unit Restoration	\$ 20,000.00	
MO7-1, 2	Force Account Salaries	\$ 2,862.40	MO7-3, 5	Force Account Salaries	\$ 2,948.28	
MO7-1, 2	Force Account Benefits	\$ 858.72	MO7-3, 5	Force Account Benefits	\$ 884.48	
	Refrigerators	\$ -	MO7-5	Refrigerators	\$ 28,000.00	

Activities for Year <u>1</u>	Activities for Year: <u>2</u> FFY Grant: <u>2006</u> PHA FYE: <u>2007</u>			Activities for Year: <u>3</u> FFY Grant: <u>2007</u> PHA FYE: <u>2008</u>			
	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost	
See Annual Statement		Ranges	\$ -	MO7-5	Ranges	\$ 18,000.00	
		Laundry Equipment , Towers	\$ -	MO7-4, 7	Laundry Equipment , Towers	\$ 50,000.00	
		Force Account Salaries	\$ -	MO7-4, 5, 7	Force Account Salaries	\$ 2,948.26	
		Force Account Benefits	\$ -	MO7-4, 5, 7	Force Account Benefits	\$ 884.48	
		504 Enhancements, Non-Dwelling	\$ -		504 Enhancements, Non-Dwelling	\$ -	
		Painting, Interior, Non-Dwelling	\$ -		Painting, Interior, Non-Dwelling	\$ -	
		Painting, Exterior, Non-Dwelling	\$ -		Painting, Exterior, Non-Dwelling	\$ -	
		Public Bathrooms	\$ -		Public Bathrooms	\$ -	
		Window Screens, Non-Dwelling	\$ -		Window Screens, Non-Dwelling	\$ -	
		Windows, Non-Dwelling	\$ -		Windows, Non-Dwelling	\$ -	
		Door Hardware, Non-Dwelling	\$ -		Door Hardware, Non-Dwelling	\$ -	
		Doors, Interior, Non-Dwelling	\$ -		Doors, Interior, Non-Dwelling	\$ -	
		Doors, Exterior, Non-Dwelling	\$ -		Doors, Exterior, Non-Dwelling	\$ -	
		Community Space Dividers	\$ -		Community Space Dividers	\$ -	
		Roofing, Non-Dwelling	\$ -		Roofing, Non-Dwelling	\$ -	
		Shelter, Exterior	\$ -		Shelter, Exterior	\$ -	
		Administration Building	\$ -		Administration Building	\$ -	
		Laundry Facilities, Family Sites	\$ -		Laundry Facilities, Family Sites	\$ -	
		Blind Boone Community Center	\$ -		Blind Boone Community Center	\$ -	
		Bear Creek Community Center	\$ -	MO7-5	Bear Creek Community Center	\$ 10,000.00	
		403 Park Community Center	\$ -		403 Park Community Center	\$ -	
		Maintenance Shops	\$ -		Maintenance Shops	\$ -	
		Warehousing	\$ -		Warehousing	\$ -	
		Restoration, Non-Dwelling	\$ -		Restoration, Non-Dwelling	\$ -	
		Force Account Salaries	\$ -	MO7-5	Force Account Salaries	\$ 2,948.26	
		Force Account Benefits	\$ -	MO7-5	Force Account Benefits	\$ 884.48	
		Non-Dwelling Equipment	Office Furniture	\$ 5,000.00	Non-Dwelling Equipment	Office Furniture	\$ 5,000.00
		Non-Dwelling Equipment	Office Equipment	\$ 38,000.00	Non-Dwelling Equipment	Office Equipment	\$ 40,000.00
			Communication Equipment	\$ -		Communication Equipment	\$ -
		Non-Dwelling Equipment	Maintenance Tools & Equip	\$ 10,000.00	Non-Dwelling Equipment	Maintenance Tools & Equip	\$ 10,000.00
		Grounds Tools & Equipment	\$ -	Non-Dwelling Equipment	Grounds Tools & Equipment	\$ 10,000.00	
	Non-Dwelling Equipment	Community Space Furniture	\$ 15,000.00	Non-Dwelling Equipment	Community Space Furniture	\$ 10,000.00	
		Community Space Equipment	\$ -		Community Space Equipment	\$ -	
		Laundry Equipment, Non-Dwell	\$ -		Laundry Equipment, Non-Dwell	\$ -	
	Non-Dwelling Equipment	Security Systems, Non-Dwelling	\$ 10,000.00	Non-Dwelling Equipment	Security Systems, Non-Dwelling	\$ 10,000.00	
	Non-Dwelling Equipment	Park / Playground Equipment	\$ 10,000.00	Non-Dwelling Equipment	Park / Playground Equipment	\$ 10,000.00	
		Vehicles, Maintenance	\$ -	Non-Dwelling Equipment	Vehicles, Maintenance	\$ 40,000.00	
		Vehicle Accessories, Maint	\$ -	Non-Dwelling Equipment	Vehicle Accessories, Maint	\$ 3,000.00	
	Non-Dwelling Equipment	Vehicles, Management	\$ 20,000.00		Vehicles, Management	\$ -	
	Non-Dwelling Equipment	Vehicle Accessories, Mgmnt	\$ 1,000.00		Vehicle Accessories, Mgmnt	\$ -	
	MO7-2	Demolition Cost	\$ 50,000.00	MO7-2	Demolition Cost	\$ 50,000.00	
	MO7-2	Relocation Expense	\$ 30,000.00	MO7-2	Relocation Expense	\$ 30,000.00	

Activities for Year <u>1</u>	Activities for Year: <u>2</u> FFY Grant: <u>2006</u> PHA FYE: <u>2007</u>			Activities for Year: <u>3</u> FFY Grant: <u>2007</u> PHA FYE: <u>2008</u>		
	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost
	Contingency		\$ 12,252.80	Contingency		\$ 12,252.80
	<b>CFP Estimated Cost for Year 2 (total of above):</b>		<b>\$ 1,015,316.00</b>	<b>CFP Estimated Cost for Year 3 (total of above):</b>		<b>\$ 1,015,316.00</b>

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages - Work Activities (years 4 and 5)**

PHA Name: Housing Authority of the City of Columbia, Missouri			<u>X</u> Original 5-Year Plan (or) ___ Revision No: ___		
Activities for Year: <u>4</u> FFY Grant: <u>2008</u> PHA FYE: <u>2009</u>			Activities for Year: <u>5</u> FFY Grant: <u>2009</u> PHA FYE: <u>2010</u>		
Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost
Operations	Operations	\$ 203,063.20	Operations	Operations	\$ 203,063.20
Mgt Improvements	Staff Training	\$ 20,000.00	Mgt Improvements	Staff Training	\$ 20,000.00
Mgt Improvements	Protective Services - Salaries	\$ 133,076.78	Mgt Improvements	Protective Services - Salaries	\$ 130,000.00
Mgt Improvements	Protective Services - Benefits	\$ 39,923.03	Mgt Improvements	Protective Services - Benefits	\$ 39,000.00
	Resident Services - Salaries	\$ -	Mgt Improvements	Resident Services - Salaries	\$ 100.00
	Resident Services - Benefits	\$ -	Mgt Improvements	Resident Services - Benefits	\$ 100.00
Mgt Improvements	Computer Software	\$ 5,000.00	Mgt Improvements	Computer Software	\$ 5,000.00
	Consultant Fees (M/I)	\$ -	Mgt Improvements	Consultant Fees (M/I)	\$ 1,000.00
Administration	Non-Technical Salaries	\$ 29,291.44	Administration	Non-Technical Salaries	\$ 30,170.19
Administration	Non- Technical Benefits	\$ 8,787.43	Administration	Non- Technical Benefits	\$ 9,051.06
Administration	Technical Salaries	\$ 35,240.45	Administration	Technical Salaries	\$ 36,297.66
Administration	Technical Benefits	\$ 10,572.13	Administration	Technical Benefits	\$ 10,889.30
Administration	Sundry (Mod Costs)	\$ 1,000.00	Administration	Sundry (Mod Costs)	\$ 1,000.00
	A&E Fees	\$ -	MO7-1, 2, 3, 4, 5, 7	A&E Fees	\$ 100.00
	Site Acquisitions	\$ -	MO7-1, 2, 3, 4, 5, 7	Site Acquisitions	\$ 100.00
MO7-4	Lighting, Exterior	\$ -	MO7-1, 2, 3, 4, 5, 7	Lighting, Exterior	\$ 100.00
	Fencing	\$ 5,000.00	MO7-7	Fencing	\$ 5,000.00
	Dumpster Enclosures	\$ -	MO7-1, 2, 3, 5	Dumpster Enclosures	\$ 100.00
	Handrails, Exterior	\$ -	MO7-1, 2, 3, 4, 5, 7	Handrails, Exterior	\$ 100.00
	Clothes Lines	\$ -	MO7-1, 2, 3, 5	Clothes Lines	\$ 100.00
	Tree Work	\$ -	MO7-1, 2, 3, 4, 5, 7	Tree Work	\$ 100.00
MO7-4	Landscaping, Beautification	\$ 10,000.00	MO7-7	Landscaping, Beautification	\$ 10,000.00
MO7-4	Landscaping, Erosion Control	\$ 10,000.00	MO7-7	Landscaping, Erosion Control	\$ 10,000.00
	Water Supply, Outside	\$ -	MO7-1, 2, 3, 4, 5, 7	Water Supply, Outside	\$ 100.00
	Retaining Walls	\$ -	MO7-1, 2, 3, 4, 5, 7	Retaining Walls	\$ 100.00
MO7-4	Concrete Work	\$ 15,000.00	MO7-7	Concrete Work	\$ 25,000.00
	Parking Lots	\$ -	MO7-1, 2, 3, 4, 5, 7	Parking Lots	\$ 100.00
	Fuel Storage Tanks	\$ -	MO7-1, 2, 3, 4, 5, 7	Fuel Storage Tanks	\$ 100.00
MO7-4	Force Account Salaries	\$ 3,036.72	MO7-7	Force Account Salaries	\$ 3,127.83
MO7-4	Force Account Benefits	\$ 911.02	MO7-7	Force Account Benefits	\$ 938.35
	Security Systems, Apartments	\$ -	MO7-1, 2, 3, 4, 5, 7	Security Systems, Apartments	\$ 100.00
	Asbestos Abatement	\$ -	MO7-1, 2, 3, 4, 5, 7	Asbestos Abatement	\$ 100.00
	Pressurized Stairwells, Towers	\$ -	MO7-4, 7	Pressurized Stairwells, Towers	\$ 100.00
	504 Enhancements, Dwellings	\$ -	MO7-1, 2, 3, 4, 5, 7	504 Enhancements, Dwellings	\$ 100.00
	Painting, Interior	\$ -	MO7-1, 2, 3, 4, 5, 7	Painting, Interior	\$ 100.00
	Painting, Exterior	\$ -	MO7-4, 7	Painting, Exterior	\$ 100.00
	Ceiling Tile	\$ -	MO7-1, 2, 3, 4, 5, 7	Ceiling Tile	\$ 100.00

Activities for Year: <u>4</u> FFY Grant: <u>2008</u> PHA FYE: <u>2009</u>			Activities for Year: <u>5</u> FFY Grant: <u>2009</u> PHA FYE: <u>2010</u>		
Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost
	Kitchen Cabinets / Fixtures	\$ -	MO7-1, 2, 3, 4, 5, 7	Kitchen Cabinets / Fixtures	\$ 100.00
	Bath Cabinets / Fixtures	\$ -	MO7-1, 2, 3, 4, 5, 7	Bath Cabinets / Fixtures	\$ 100.00
	Handrails, Interior	\$ -	MO7-1, 2, 3, 4, 5, 7	Handrails, Interior	\$ 100.00
MO7-4	Floor Tile	\$ 10,000.00	MO7-7	Floor Tile	\$ 10,000.00
	Sub Floors	\$ -	MO7-1, 2, 3, 5	Sub Floors	\$ 100.00
MO7-3	Floor Slabs / Foundations	\$ 10,000.00	MO7-5	Floor Slabs / Foundations	\$ 10,000.00
	Window Screens	\$ -	MO7-1, 2, 3, 4, 5, 7	Window Screens	\$ 100.00
	Windows	\$ -	MO7-1, 2, 3, 4, 5, 7	Windows	\$ 100.00
	Door Hardware	\$ -	MO7-1, 2, 3, 4, 5, 7	Door Hardware	\$ 100.00
	Interior Doors	\$ -	MO7-1, 2, 3, 4, 5, 7	Interior Doors	\$ 18,593.30
MO7-7	Hallway Doors, Towers	\$ 74,800.00	MO7-4, 7	Hallway Doors, Towers	\$ 100.00
	Screen Doors	\$ -	MO7-1, 2, 3, 5	Screen Doors	\$ 65,000.00
	Entry Doors	\$ -	MO7-1, 2, 3, 5	Entry Doors	\$ 100.00
	Room Dividers	\$ -	MO7-4, 7	Room Dividers	\$ 100.00
	Mailboxes	\$ -	MO7-1, 2, 3, 4, 5, 7	Mailboxes	\$ 30,000.00
MO7-3	Gutters / Downspouts	\$ 100.00	MO7-5	Gutters / Downspouts	\$ 100.00
MO7-3	Siding, Exterior	\$ 10,000.00	MO7-5	Siding, Exterior	\$ 10,000.00
MO7-4	Roofing	\$ 100.00	MO7-7	Roofing	\$ 100.00
	Porches / Balconies	\$ -	MO7-1, 2, 3, 4, 5, 7	Porches / Balconies	\$ 100.00
MO7-7	Electrical Upgrades	\$ 100.00	MO7-4, 7	Electrical Upgrades	\$ 45,100.00
	Smoke Detectors	\$ -	MO7-1, 2, 3, 4, 5, 7	Smoke Detectors	\$ 15,000.00
	Interior Lighting	\$ -	MO7-1, 2, 3, 4, 5, 7	Interior Lighting	\$ 100.00
	Hallway Lighting	\$ -	MO7-4, 7	Hallway Lighting	\$ 100.00
	Emergency Lighting	\$ -	MO7-1, 2, 3, 4, 5, 7	Emergency Lighting	\$ 100.00
	Exhaust Fans	\$ -	MO7-1, 2, 3, 4, 5, 7	Exhaust Fans	\$ 100.00
MO7-4	Range Exhaust Hoods	\$ 5,000.00	MO7-7	Range Exhaust Hoods	\$ 5,000.00
MO7-4	Plumbing Enhancements	\$ 15,000.00	MO7-7	Plumbing Enhancements	\$ 15,000.00
	Water Heaters	\$ -	MO7-1, 2, 3, 5	Water Heaters	\$ 65,000.00
	Fire Sprinkler System, Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	Fire Sprinkler System, Dwelling	\$ 100.00
	Cold Water Pumps, Towers	\$ -	MO7-4, 7	Cold Water Pumps, Towers	\$ 100.00
	Domestic Water, Towers	\$ -	MO7-4, 7	Domestic Water, Towers	\$ 100.00
	Sump Pumps, Towers	\$ -	MO7-4, 7	Sump Pumps, Towers	\$ 100.00
MO7-4, 7	Boiler Enhancements	\$ 10,000.00	MO7-4, 7	Boiler Enhancements	\$ 10,000.00
MO7-4, 7	Elevator Enhancements	\$ 5,000.00	MO7-4, 7	Elevator Enhancements	\$ 5,000.00
	Gas Lines	\$ -	MO7-1, 2, 3, 4, 5, 7	Gas Lines	\$ 100.00
	Furnaces	\$ -	MO7-1, 2, 3, 5	Furnaces	\$ 100.00
	A/C, Central, Family Sites	\$ -	MO7-1, 2, 3, 5	A/C, Central, Family Sites	\$ 100.00
	A/C, Windows, Towers	\$ -	MO7-4, 7	A/C, Windows, Towers	\$ 100.00
	A/C Systems	\$ -	MO7-4, 7	A/C Systems	\$ 100.00
MO7-7	Laundry Facilities, Towers	\$ 5,000.00	MO7-4, 7	Laundry Facilities, Towers	\$ 5,100.00
	Trash Chutes, Towers	\$ -	MO7-4, 7	Trash Chutes, Towers	\$ 100.00
	Pest Control	\$ -	MO7-1, 2, 3, 4, 5, 7	Pest Control	\$ 100.00
MO7-4	Unit Restoration	\$ 20,000.00	MO7-7	Unit Restoration	\$ 20,000.00
MO7-4, 7	Force Account Salaries	\$ 3,036.72	MO7-1, 2, 3, 4, 5, 7	Force Account Salaries	\$ 3,127.83
MO7-4, 7	Force Account Benefits	\$ 911.02	MO7-1, 2, 3, 4, 5, 7	Force Account Benefits	\$ 938.35
MO7-4, 7	Refrigerators	\$ 121,450.00	MO7-1, 2, 3, 4, 5, 7	Refrigerators	\$ 100.00

Activities for Year: <u>4</u> FFY Grant: <u>2008</u> PHA FYE: <u>2009</u>			Activities for Year: <u>5</u> FFY Grant: <u>2009</u> PHA FYE: <u>2010</u>		
Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost
MO7-4, 7	Ranges	\$ 86,750.00	MO7-1, 2, 3, 4, 5, 7	Ranges	\$ 100.00
	Laundry Equipment , Towers	\$ -	MO7-4, 7	Laundry Equipment , Towers	\$ 100.00
MO7-4, 7	Force Account Salaries	\$ 3,036.71	MO7-1, 2, 3, 4, 5, 7	Force Account Salaries	\$ -
MO7-4, 7	Force Account Benefits	\$ 911.01	MO7-1, 2, 3, 4, 5, 7	Force Account Benefits	\$ -
	504 Enhancements, Non-Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	504 Enhancements, Non-Dwelling	\$ 100.00
	Painting, Interior, Non-Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	Painting, Interior, Non-Dwelling	\$ 100.00
	Painting, Exterior, Non-Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	Painting, Exterior, Non-Dwelling	\$ 100.00
	Public Bathrooms	\$ -	MO7-1, 2, 3, 4, 5, 7	Public Bathrooms	\$ 100.00
	Window Screens, Non-Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	Window Screens, Non-Dwelling	\$ 100.00
	Windows, Non-Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	Windows, Non-Dwelling	\$ 100.00
	Door Hardware, Non-Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	Door Hardware, Non-Dwelling	\$ 100.00
	Doors, Interior, Non-Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	Doors, Interior, Non-Dwelling	\$ 100.00
	Doors, Exterior, Non-Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	Doors, Exterior, Non-Dwelling	\$ 100.00
	Community Space Dividers	\$ -	MO7-1, 2, 3, 4, 5, 7	Community Space Dividers	\$ 100.00
	Roofing, Non-Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	Roofing, Non-Dwelling	\$ 100.00
	Shelter, Exterior	\$ -	MO7-1, 2, 3, 4, 5, 7	Shelter, Exterior	\$ 100.00
MO7-2	Administration Building	\$ 3,917.80	MO7-2	Administration Building	\$ 100.00
	Laundry Facilities, Family Sites	\$ -	MO7-1, 2, 3, 5	Laundry Facilities, Family Sites	\$ 100.00
MO7-2	Blind Boone Community Center	\$ 3,000.00	MO7-2	Blind Boone Community Center	\$ 100.00
	Bear Creek Community Center	\$ -	MO7-5	Bear Creek Community Center	\$ 100.00
	403 Park Community Center	\$ -	MO7-2	403 Park Community Center	\$ 100.00
	Maintenance Shops	\$ -	MO7-1, 2, 3, 4, 5, 7	Maintenance Shops	\$ 100.00
	Warehousing	\$ -	MO7-1, 2, 3, 4, 5, 7	Warehousing	\$ 100.00
	Restoration, Non-Dwelling	\$ -	MO7-1, 2, 3, 4, 5, 7	Restoration, Non-Dwelling	\$ 100.00
MO7-2	Force Account Salaries	\$ 3,036.71	MO7-1, 2, 3, 4, 5, 7	Force Account Salaries	\$ 3,127.81
MO7-2	Force Account Benefits	\$ 911.01	MO7-1, 2, 3, 4, 5, 7	Force Account Benefits	\$ 938.34
Non-Dwelling Equipment	Office Furniture	\$ 5,000.00	Non-Dwelling Equipment	Office Furniture	\$ 5,000.00
Non-Dwelling Equipment	Office Equipment	\$ 20,000.00	Non-Dwelling Equipment	Office Equipment	\$ 40,000.00
	Communication Equipment	\$ -	Non-Dwelling Equipment	Communication Equipment	\$ 100.00
Non-Dwelling Equipment	Maintenance Tools & Equip	\$ 10,000.00	Non-Dwelling Equipment	Maintenance Tools & Equip	\$ 10,000.00
	Grounds Tools & Equipment	\$ -	Non-Dwelling Equipment	Grounds Tools & Equipment	\$ 1,000.00
Non-Dwelling Equipment	Community Space Furniture	\$ 10,000.00	Non-Dwelling Equipment	Community Space Furniture	\$ 100.00
Non-Dwelling Equipment	Community Space Equipment	\$ 100.00	Non-Dwelling Equipment	Community Space Equipment	\$ 5,000.00
	Laundry Equipment, Non-Dwell	\$ -	Non-Dwelling Equipment	Laundry Equipment, Non-Dwell	\$ 100.00
Non-Dwelling Equipment	Security Systems, Non-Dwelling	\$ 10,000.00	Non-Dwelling Equipment	Security Systems, Non-Dwelling	\$ 10,000.00
Non-Dwelling Equipment	Park / Playground Equipment	\$ 5,000.00	Non-Dwelling Equipment	Park / Playground Equipment	\$ 5,000.00
	Vehicles, Maintenance	\$ -	Non-Dwelling Equipment	Vehicles, Maintenance	\$ 40,000.00
	Vehicle Accessories, Maint	\$ -	Non-Dwelling Equipment	Vehicle Accessories, Maint	\$ 3,000.00
Non-Dwelling Equipment	Vehicles, Management	\$ 20,000.00		Vehicles, Management	\$ -
Non-Dwelling Equipment	Vehicle Accessories, Mgmnt	\$ 1,000.00		Vehicle Accessories, Mgmnt	\$ -
	Demolition Cost	\$ -	MO7-1, 2, 3, 4, 5, 7	Demolition Cost	\$ 100.00
	Relocation Expense	\$ -	MO7-1, 2, 3, 4, 5, 7	Relocation Expense	\$ 100.00

Activities for Year: <u>4</u> FFY Grant: <u>2008</u> PHA FYE: <u>2009</u>			Activities for Year: <u>5</u> FFY Grant: <u>2009</u> PHA FYE: <u>2010</u>		
Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost	Development Number Name / HA-Wide Activities	Major Work Categories	Estimated Cost
	Contingency	\$ 12,252.80		Contingency	\$ 12,252.80
<b>CFP Estimated Cost for Year 4 (total of above):</b>		<b>\$ 1,015,316.00</b>	<b>CFP Estimated Cost for Year 5 (total of above):</b>		<b>\$ 1,015,316.00</b>

**CAPITAL FUND PROGRAM TABLES START HERE**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Columbia, Missouri		Grant Type and Number Capital Fund Program Grant No: MO36P00750104 Replacement Housing Factor Grant No:		Federal FY of Grant: <u>2004</u>	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: <u>2</u> )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <u>March 31, 2005</u>		<input type="checkbox"/> Final Performance and Evaluation Report		updated: 04-Oct-05	
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0.00	\$0.00		
2	1406 Operations	\$220,000.00	\$218,000.00	\$218,000.00	\$218,000.00
3	1408 Management Improvements	\$164,122.41	\$164,122.41	\$156,916.30	\$87,300.23
4	1410 Administration	\$61,932.20	\$61,932.20	\$60,932.20	\$30,017.76
5	1411 Audit	\$0.00	\$0.00		
6	1415 Liquidated Damages	\$0.00	\$0.00		
7	1430 Fees and Costs	\$25,000.00	\$25,000.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00		
9	1450 Site Improvement	\$160,422.87	\$153,371.35	\$911.90	\$911.90
10	1460 Dwelling Structures	\$240,007.52	\$236,500.00	\$34,805.61	\$34,805.61
11	1465.1 Dwelling Equipment—Nonexpendable	\$84,007.50	\$80,500.00	\$80,500.00	\$3,070.00
12	1470 Nondwelling Structures	\$33,507.50	\$30,000.00	\$15,676.73	\$15,676.73
13	1475 Nondwelling Equipment	\$111,000.00	\$111,000.00	\$66,862.72	\$66,862.72
14	1485 Demolition	\$0.00	\$0.00		
15	1490 Replacement Reserve	\$0.00	\$0.00		
16	1492 Moving to Work Demonstration	\$0.00	\$0.00		
17	1495.1 Relocation Costs	\$0.00	\$0.00		
18	1499 Development Activities	\$0.00	\$0.00		
19	1501 Collaterization or Debt Service	\$0.00	\$0.00		
20	1502 Contingency	\$0.00	\$14,030.04		
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,100,000.00	\$1,094,456.00	\$634,605.46	\$456,644.95
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00		
23	Amount of line 21 Related to Section 504 compliance	\$0.00	\$0.00		
24	Amount of line 21 Related to Security – Soft Costs	\$138,122.41	\$138,122.41		
25	Amount of Line 21 Related to Security – Hard Costs	\$20,000.00	\$20,000.00		
26	Amount of line 21 Related to Energy Conservation Measures	\$10,000.00	\$10,000.00		

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

PHA Name: Housing Authority of the City of Columbia, Missouri		Grant Type and Number Capital Fund Program Grant No: MO36P00750104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Development Acct Number	Quantity	Total Estimated Cost		Total Actual Cost		only for P & E Report
				Original	Revised	Funds Obligated	Funds Expended	Status of Work
Operations	Operations	1406.000		\$218,000.00		\$218,000.00	\$218,000.00	n/a
		total for line item 1406:		\$218,000.00	\$0.00	\$218,000.00	\$218,000.00	
Mgt. Improve.	Staff Training	1408.020	30 sessions	\$20,000.00		\$9,611.24	\$9,611.24	n/a
Mgt. Improve.	Protective Services - Salaries	1408.060	5	\$106,248.01		\$106,248.01	\$55,966.99	n/a
Mgt. Improve.	Protective Services - Benefits	1408.065	5	\$31,874.40		\$31,874.00	\$12,538.95	n/a
Mgt. Improve.	Computer Software	1408.200	10 progs	\$5,000.00		\$9,183.05	\$9,183.05	n/a
Mgt. Improve.	Consultant Fees (M/I)	1408.600	1 update	\$1,000.00		\$0.00	\$0.00	n/a
		total for line item 1408:		\$164,122.41	\$0.00	\$156,916.30	\$87,300.23	
Administration	Technical Salaries	1410.020	1.5	\$46,870.92		\$46,870.92	\$23,648.44	n/a
Administration	Technical Benefits	1410.025	1.5	\$14,061.28		\$14,061.28	\$6,369.32	n/a
Administration	Advertising Expenses	141004	5 bids	\$1,000.00		\$0.00	\$0.00	n/a
		total for line item 1410:		\$61,932.20	\$0.00	\$60,932.20	\$30,017.76	
MO7-2	A&E Fees	1430.010	Park Ave	\$25,000.00		\$0.00	\$0.00	no action
		total for line item 1430:		\$25,000.00	\$0.00	\$0.00	\$0.00	
MO7-1	Lighting, Exterior	1450.120	68 ea	\$2,251.65		\$0.00	\$0.00	no action
MO7-2	Lighting, Exterior	1450.120	112 ea	\$3,708.61		\$0.00	\$0.00	no action
MO7-3	Lighting, Exterior	1450.120	44 ea.	\$1,456.95		\$0.00	\$0.00	no action
MO7-5	Lighting, Exterior	1450.120	78 ea.	\$2,582.79		\$0.00	\$0.00	no action
MO7-2, 5	Fencing	1450.160	500, 250 lf	\$5,000.00		\$0.00	\$0.00	no action
MO7-2	Landscaping, Beautification	1450.360	1000 sf	\$10,000.00		\$600.00	\$600.00	In Process
MO7-1	Landscaping, Erosion	1450.400	60 ext.	\$10,000.00		\$0.00	\$0.00	no action
MO7-2, 5	Concrete Work	1450.560	3k, 2k sf	\$25,000.00		\$0.00	\$0.00	no action
MO7-1,2,3,4,5,7	Parking Lots	1450.240	80%	\$93,371.35		\$311.90	\$311.90	no action
		total for line item 1450:		\$153,371.35	\$0.00	\$911.90	\$911.90	

Development Number Name / HA-Wide Activities				Total Estimated Cost		Total Actual Cost		only for P & E Report
	General Description of Major Work Categories	Development Acct Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Work
MO7-4	Bath Cabinets / Fixtures	1460.230	150 Toilets	\$29,000.00		\$0.00	\$0.00	no action
MO7-1, 2, 3, 5	Floor Tile	1460.250	3,5,3,4 units	\$15,000.00		\$12,663.75	\$12,663.75	Complete
MO7-1, 2, 3, 5	Floor Slabs / Foundations	1460.270	3,5,3,4 units	\$15,000.00		\$0.00	\$0.00	no action
MO7-7	Mailboxes	1460.400	100 (50%)	\$2,500.00		\$0.00	\$0.00	no action
MO7-2	Siding, Exterior	1460.440	10 units	\$10,000.00		\$0.00	\$0.00	no action
MO7-5	Porches / Balconies	1460.460	3 units	\$10,000.00		\$2,699.00	\$2,699.00	Complete
MO7-1	Range Hoods	1460.560	10 ea	\$5,000.00		\$0.00	\$0.00	no action
MO7-4	Plumbing Enhancements	1460.580	20 Bathtubs	\$20,000.00		\$0.00	\$0.00	no action
MO7-4, 7	Boiler Enhancements	1460.640	3, 3 ea	\$10,000.00		\$7,442.86	\$7,442.86	In Process
MO7-4, 7	Elevator Enhancements	1460.670	3, 2 ea	\$5,000.00		\$0.00	\$0.00	no action
MO7-1	A/C, Central, Family Sites	1460.700	15 ea	\$15,000.00		\$0.00	\$0.00	no action
MO7-4, 7	A/C, Windows, Towers	1460.710	95, 127 ea	\$100,000.00		\$0.00	\$0.00	no action
MO7-1, 2, 3, 5	Unit Restoration	1460.830	1,2,2,1 units	\$0.00		\$12,000.00	\$12,000.00	In Process
		total for line item 1460:		\$236,500.00	\$0.00	\$34,805.61	\$34,805.61	
MO7-2, 3	Refrigerators	1465.012	96, 44 ea	\$49,000.00		\$49,000.00	\$3,070.00	In Process
MO7-2, 3	Ranges	1465.014	96, 44 ea	\$31,500.00		\$31,500.00	\$0.00	In Process
		total for line item 1465:		\$80,500.00	\$0.00	\$80,500.00	\$3,070.00	
MO7-4	Public Bathrooms	1470.120	2 ea	\$10,000.00		\$15,676.73	\$15,676.73	Complete
MO7-5	Maintenance Shops	1470.700	1 ea	\$20,000.00		\$0.00	\$0.00	no action
		total for line item 1470:		\$30,000.00	\$0.00	\$15,676.73	\$15,676.73	

Development Number Name / HA-Wide Activities				Total Estimated Cost		Total Actual Cost		only for P & E Report
	General Description of Major Work Categories	Development Acct Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Work
Non-Dwell. Equip.	Office Furniture	1475.011	5 sets	\$5,000.00		\$0.00	\$0.00	no action
Non-Dwell. Equip.	Office Equipment	1475.014	10 + Intrfc	\$30,000.00		\$36,422.90	\$36,422.90	Complete
Non-Dwell. Equip.	Communcation Equipment	1475.017	30 ea	\$20,000.00		\$0.00	\$0.00	no action
Non-Dwell. Equip.	Maintenance Tools & Equip	1475.021	1 new shop	\$10,000.00		\$6,294.79	\$6,294.79	In Process
Non-Dwell. Equip.	Community Space Furniture	1475.035	5 sets	\$5,000.00		\$1,449.03	\$1,449.03	In Process
Non-Dwell. Equip.	Security Systems, Non-Dwelling	1475.050	3 dig recs	\$10,000.00		\$2,615.00	\$2,615.00	In Process
Non-Dwell. Equip.	Park / Playground Equipment	1475.055	4 sets	\$10,000.00		\$0.00	\$0.00	no action
Non-Dwell. Equip.	Vehicles, Management	1475.085	1 ea	\$20,000.00		\$20,081.00	\$20,081.00	Complete
Non-Dwell. Equip.	Vehicles Accessories, Mgmt.	1475.090	1 ea	\$1,000.00		\$0.00	\$0.00	no action
		total for line item 1475:		\$111,000.00	\$0.00	\$66,862.72	\$66,862.72	
	Contingency	1502.000	1 ea	\$14,030.04		\$0.00	\$0.00	no action
		total for line item 1502:		\$14,030.04	\$0.00	\$0.00	\$0.00	
		GRAND TOTAL:		\$1,094,456.00	\$0.00	\$634,605.46	\$456,644.95	

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

<b>PHA Name:</b> Housing Authority of the City of Columbia, Missouri			<b>Federal FY of Grant:</b> 2004	<b>Grant Type and Number</b> Capital Fund Program Grant No: MO36P00750104 Replacement Housing Factor Grant No:			
Development Number Name / HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MO7-1	30-Sep-06			30-Sep-08			
MO7-2A	30-Sep-06			30-Sep-08			
MO7-2B	30-Sep-06			30-Sep-08			
MO7-2D	30-Sep-06			30-Sep-08			
MO7-2E	30-Sep-06			30-Sep-08			
MO7-3	30-Sep-06			30-Sep-08			
MO7-4	30-Sep-06			30-Sep-08			
MO7-5	30-Sep-06			30-Sep-08			
MO7-7	30-Sep-06			30-Sep-08			
HA-Wide	30-Sep-06			30-Sep-08			

**CAPITAL FUND PROGRAM TABLES START HERE**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Columbia, Missouri		Grant Type and Number Capital Fund Program Grant No: MO36P00750203 Replacement Housing Factor Grant No:		Federal FY of Grant: <u>2003</u>	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: <u>1</u> )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <u>March 31, 2005</u>		<input type="checkbox"/> Final Performance and Evaluation Report		updated: 04-Oct-05	
		Total Estimated Cost		Total Actual Cost	
Line	Summary by Development Account	Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0.00	\$0.00		
2	1406 Operations	\$0.00	\$40,000.00	\$40,000.00	\$40,000.00
3	1408 Management Improvements	\$0.00	\$0.00		
4	1410 Administration	\$0.00	\$0.00		
5	1411 Audit	\$0.00	\$0.00		
6	1415 Liquidated Damages	\$0.00	\$0.00		
7	1430 Fees and Costs	\$0.00	\$0.00		
8	1440 Site Acquisition	\$0.00	\$0.00		
9	1450 Site Improvement	\$5,000.00	\$14,885.00	\$13,765.00	\$13,765.00
10	1460 Dwelling Structures	\$52,500.00	\$117,500.00	\$65,136.26	\$65,136.26
11	1465.1 Dwelling Equipment—Nonexpendable	\$55,200.00	\$6,900.00	\$2,859.10	\$2,859.10
12	1470 Nondwelling Structures	\$47,585.00	\$0.00		
13	1475 Nondwelling Equipment	\$44,000.00	\$25,000.00	\$20,772.04	\$20,772.04
14	1485 Demolition	\$0.00	\$0.00		
15	1490 Replacement Reserve	\$0.00	\$0.00		
16	1492 Moving to Work Demonstration	\$0.00	\$0.00		
17	1495.1 Relocation Costs	\$0.00	\$0.00		
18	1499 Development Activities	\$0.00	\$0.00		
19	1501 Collateralization or Debt Service	\$0.00	\$0.00		
20	1502 Contingency	\$0.00	\$0.00		
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$204,285.00	\$204,285.00	\$142,532.40	\$142,532.40
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00		
23	Amount of line 21 Related to Section 504 compliance	\$0.00	\$0.00		
24	Amount of line 21 Related to Security – Soft Costs	\$0.00	\$0.00		
25	Amount of Line 21 Related to Security – Hard Costs	\$19,000.00	\$0.00		
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00		

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
Housing Authority of the City of Columbia, Missouri		Capital Fund Program Grant No: MO36P00750203 Replacement Housing Factor Grant No:				2003		
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Development Acct Number	Quantity	Total Estimated Cost		Total Actual Cost		only for P & E Report
				Original	Revised	Funds Obligated	Funds Expended	Status of Work
MO7-1,2,3,4,5,7	Operations	1406.000	n/a	\$0.00	\$40,000.00	\$40,000.00	\$40,000.00	n/a
		total for line item 1406:		\$0.00	\$40,000.00	\$40,000.00	\$40,000.00	
MO7-3, 5	Handrails, Exterior	1450.240	300 ft	\$5,000.00	\$14,885.00	\$13,765.00	\$13,765.00	Complete
		total for line item 1450:		\$5,000.00	\$14,885.00	\$13,765.00	\$13,765.00	
MO7-1, 2, 3, 5	Floor Slabs / Foundations	1460.270	2, 3, 2, 2	\$10,000.00	\$10,000.00	\$0.00	\$0.00	no action
MO7-7	Window Screens	1460.300	25	\$0.00	\$2,500.00	\$2,155.44	\$2,155.44	Complete
MO7-4	Door Hardware (passage)	1460.330	200	\$7,500.00	\$7,500.00	\$16,256.00	\$16,256.00	In Process
MO7-4	Hallway Doors, Towers (recomb)	1460.350	200	\$10,000.00	\$10,000.00	\$0.00	\$0.00	no action
MO7-7	Mailboxes	1460.400	100	\$0.00	\$2,500.00	\$0.00	\$0.00	no action
MO7-5	Porches / Balconies	1460.460	3 units	\$10,000.00	\$10,000.00	\$235.00	\$235.00	Complete
MO7-7	Electrical Upgrades (buss disc)	1460.490	1 ea	\$5,000.00	\$5,000.00	\$0.00	\$0.00	no action
MO7-7	Cold Water Pumps (freak valves)	1460.560	2 ea	\$10,000.00	\$10,000.00	\$0.00	\$0.00	no action
MO7-4,7	Sump Pumps, Towers	1460.630	4 ea	\$0.00	\$20,000.00	\$0.00	\$0.00	no action
MO7-2, 3	A/C Central, Family Sites	1460.700	25, 15 ea	\$0.00	\$40,000.00	\$46,489.82	\$46,489.82	Complete
		total for line item 1460:		\$52,500.00	\$117,500.00	\$65,136.26	\$65,136.26	
MO7-2b	Refrigerators	1465.012	12 ea	\$33,600.00	\$4,200.00	\$0.00	\$0.00	Complete
MO7-2b	Ranges	1465.014	12 ea	\$21,600.00	\$2,700.00	\$2,859.10	\$2,859.10	Complete
		total for line item 1465.1:		\$55,200.00	\$6,900.00	\$2,859.10	\$2,859.10	
MO7-1	Laundry Facilities	1470.460	1 ea (1%)	\$5,861.67	\$0.00	\$0.00	\$0.00	n/a
MO7-2	Laundry Facilities	1470.460	1 ea (1%)	\$5,861.67	\$0.00	\$0.00	\$0.00	n/a
MO7-5	Laundry Facilities	1470.460	1 ea (1%)	\$5,861.66	\$0.00	\$0.00	\$0.00	n/a
MO7-5	Maintenance Shops	1470.700	1 ea	\$30,000.00	\$0.00	\$0.00	\$0.00	n/a
		total for line item 1470:		\$47,585.00	\$0.00	\$0.00	\$0.00	
MO7-23, 4, 7	Security Systems, Non-Dwelling	1475.050	3 dig recs	\$19,000.00	\$0.00	\$0.00	\$0.00	n/a
Maintenance	Vehicles, Maintenance	1475.075	1 van	\$25,000.00	\$17,500.00	\$14,915.00	\$14,915.00	Complete
Management	Vehicles, Management	1475.085	1 van	\$0.00	\$7,500.00	\$5,857.04	\$5,857.04	Complete
		total for line item 1475:		\$44,000.00	\$25,000.00	\$20,772.04	\$20,772.04	

Development Number Name /		Total Estimated Cost		Total Actual Cost		only for P & E Report
GRAND TOTAL:		\$204,285.00	\$204,285.00	\$142,532.40	\$142,532.40	

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

<b>PHA Name:</b> Housing Authority of the City of Columbia, Missouri			<b>Federal FY of Grant:</b> 2003	<b>Grant Type and Number</b> Capital Fund Program Grant No: MO36P00750203 Replacement Housing Factor Grant No:			
Development Number Name / HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MO7-1	28-Feb-06			29-Feb-08			
MO7-2A	28-Feb-06			29-Feb-08			
MO7-2B	28-Feb-06			29-Feb-08			
MO7-2D	28-Feb-06			29-Feb-08			
MO7-2E	28-Feb-06			29-Feb-08			
MO7-3	28-Feb-06			29-Feb-08			
MO7-4	28-Feb-06			29-Feb-08			
MO7-5	28-Feb-06			29-Feb-08			
MO7-7	28-Feb-06			29-Feb-08			
HA-Wide	28-Feb-06			29-Feb-08			

**CAPITAL FUND PROGRAM TABLES START HERE**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Columbia, Missouri		Grant Type and Number Capital Fund Program Grant No: MO36P00750103 Replacement Housing Factor Grant No:		Federal FY of Grant: <u>2003</u>	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: <u>3</u> )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: _____		<input checked="" type="checkbox"/> Final Performance and Evaluation Report		updated: 04-Oct-05	
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0.00	\$0.00	\$0.00	\$0.00
2	1406 Operations	\$198,238.40	\$198,238.40	\$198,238.40	\$198,238.40
3	1408 Management Improvements	\$164,400.00	\$164,815.40	\$164,815.40	\$164,815.40
4	1410 Administration	\$105,250.00	\$94,765.12	\$94,765.12	\$94,765.12
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$1,950.00	\$2,878.10	\$2,878.10	\$2,878.10
8	1440 Site Acquisition	\$70,602.00	\$70,602.00	\$70,602.00	\$70,602.00
9	1450 Site Improvement	\$30,500.00	\$12,239.96	\$12,239.96	\$12,239.96
10	1460 Dwelling Structures	\$229,996.73	\$237,373.90	\$237,373.90	\$237,373.90
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$145,500.00	\$144,782.03	\$144,782.03	\$144,782.03
13	1475 Nondwelling Equipment	\$34,754.87	\$47,837.09	\$47,837.09	\$47,837.09
14	1485 Demolition	\$10,000.00	\$17,660.00	\$17,660.00	\$17,660.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collaterization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$991,192.00	\$991,192.00	\$991,192.00	\$991,192.00
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 compliance	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security – Soft Costs	\$149,400.00	\$149,085.12	\$149,085.12	\$149,085.12
25	Amount of Line 21 Related to Security – Hard Costs	\$22,732.00	\$25,733.80	\$25,733.80	\$25,733.80
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00

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

PHA Name:		Grant Type and Number				Federal FY of Grant:		
Housing Authority of the City of Columbia, Missouri		Capital Fund Program Grant No: MO36P00750103 Replacement Housing Factor Grant No:				2003		
Development Number Name / HA-Wide Activities	General Description of Major Work Categories	Development Acct Number	Quantity	Total Estimated Cost		Total Actual Cost		only for P & E Report
				Original	Revised	Funds Obligated	Funds Expended	Status of Work
Operations	Operations	1406.000		\$198,238.40	\$198,238.40	\$198,238.40	\$198,238.40	complete
		total for line item 1406:		\$198,238.40	\$198,238.40	\$198,238.40	\$198,238.40	
Mgt. Improve.	Staff Training	1408.020	20 sessions	\$15,000.00	\$15,730.28	\$15,730.28	\$15,730.28	complete
Mgt. Improve.	Protective Services - Salaries	1408.060	5	\$118,241.66	\$119,003.81	\$119,003.81	\$119,003.81	complete
Mgt. Improve.	Protective Services - Benefits	1408.065	5	\$31,158.34	\$30,081.31	\$30,081.31	\$30,081.31	complete
		total for line item 1408:		\$164,400.00	\$164,815.40	\$164,815.40	\$164,815.40	
Administration	Technical Salaries	1410.020	1.5	\$81,250.00	\$74,464.92	\$74,464.92	\$74,464.92	complete
Administration	Technical Benefits	1410.025	1.5	\$23,000.00	\$19,969.93	\$19,969.93	\$19,969.93	complete
Administration	Advertising Expenses	141004	5 bids	\$1,000.00	\$330.27	\$330.27	\$330.27	complete
		total for line item 1410:		\$105,250.00	\$94,765.12	\$94,765.12	\$94,765.12	
MO7-2e, 3, 5	A&E Fees	1430.010	162 A/Cs	\$1,950.00	\$2,878.10	\$2,878.10	\$2,878.10	complete
		total for line item 1430:		\$1,950.00	\$2,878.10	\$2,878.10	\$2,878.10	
407 Prov. Rd.	Site Acquisitions	1440.000	1	\$70,602.00	\$70,602.00	\$70,602.00	\$70,602.00	complete
		total for line item 1440:		\$70,602.00	\$70,602.00	\$70,602.00	\$70,602.00	
MO7-1	Fencing	1450.160	250 lf	\$3,000.00	\$3,000.64	\$3,000.64	\$3,000.64	complete
MO7-2	Landscaping, Beautification	1450.360	100 sf	\$7,500.00	\$346.55	\$346.55	\$346.55	complete
MO7-5	Concrete Work	1450.560	3,333 sf	\$20,000.00	\$8,892.77	\$8,892.77	\$8,892.77	complete
		total for line item 1450:		\$30,500.00	\$12,239.96	\$12,239.96	\$12,239.96	
MO7-2	Floor Slabs / Foundations	1460.270	3 units	\$5,773.74	\$5,773.74	\$5,773.74	\$5,773.74	complete
MO7-5	Floor Slabs / Foundations	1460.270	2 units	\$3,849.15	\$3,849.15	\$3,849.15	\$3,849.15	complete
MO7-5	Porches / Balconies	1460.460	3 units	\$25,000.00	\$33,749.51	\$33,749.51	\$33,749.51	complete
MO7-4	Interior Lighting	1460.510	Stairwells	\$9,800.00	\$9,800.00	\$9,800.00	\$9,800.00	complete
MO7-4, 7	Boiler Enhancements	1460.640	6 systems	\$20,573.84	\$20,320.33	\$20,320.33	\$20,320.33	complete
MO7-4, 7	Elevator Enhancements	1460.670	5 ea	\$2,500.00	\$0.00	\$0.00	\$0.00	n/a
MO7-3, 5	A/C, Central, Family Sites	1460.700	44, 80 ea	\$162,500.00	\$163,881.17	\$163,881.17	\$163,881.17	complete

Development Number Name / HA-Wide Activities				Total Estimated Cost		Total Actual Cost		only for P & E Report
	General Description of Major Work Categories	Development Acct Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Work
		total for line item 1460:		\$229,996.73	\$237,373.90	\$237,373.90	\$237,373.90	
MO7-7	Public Bathrooms	1470.120	2 ea	\$10,000.00	\$10,187.56	\$10,187.56	\$10,187.56	complete
MO7-1, 2, 5	Laundry Facilities	1470.460	1 ea (7%)	\$45,166.67	\$44,864.83	\$44,864.83	\$44,864.83	complete
MO7-1, 2, 5	Laundry Facilities	1470.460	1 ea (7%)	\$45,166.67	\$44,864.82	\$44,864.82	\$44,864.82	complete
MO7-1, 2, 5	Laundry Facilities	1470.460	1 ea (7%)	\$45,166.66	\$44,864.82	\$44,864.82	\$44,864.82	complete
		total for line item 1470:		\$145,500.00	\$144,782.03	\$144,782.03	\$144,782.03	
Non-Dwell. Equip.	Office Equipment	1475.014	8 systems	\$4,522.87	\$14,231.65	\$14,231.65	\$14,231.65	complete
Non-Dwell. Equip.	Maintenance Tools & Equip	1475.021	1 new shop	\$7,500.00	\$7,871.64	\$7,871.64	\$7,871.64	complete
Non-Dwell. Equip.	Security Systems, Non-Dwelling	1475.050	5 cameras	\$22,732.00	\$25,733.80	\$25,733.80	\$25,733.80	complete
		total for line item 1475:		\$34,754.87	\$47,837.09	\$47,837.09	\$47,837.09	
407 Prov. Rd.	Demolition Cost	1485.000	1	\$10,000.00	\$17,660.00	\$17,660.00	\$17,660.00	complete
		total for line item 1495:		\$10,000.00	\$17,660.00	\$17,660.00	\$17,660.00	
GRAND TOTAL:				\$991,192.00	\$991,192.00	\$991,192.00	\$991,192.00	

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

PHA Name: Housing Authority of the City of Columbia, Missouri			Federal FY of Grant: 2003	Grant Type and Number Capital Fund Program Grant No: MO36P00750103 Replacement Housing Factor Grant No:			
Development Number Name / HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MO7-1	30-Sep-05		31-Mar-05	30-Sep-07		31-Mar-05	
MO7-2A	30-Sep-05		31-Mar-05	30-Sep-07		31-Mar-05	
MO7-2B	30-Sep-05		31-Mar-05	30-Sep-07		31-Mar-05	
MO7-2D	30-Sep-05		31-Mar-05	30-Sep-07		31-Mar-05	
MO7-2E	30-Sep-05		31-Mar-05	30-Sep-07		31-Mar-05	
MO7-3	30-Sep-05		31-Mar-05	30-Sep-07		31-Mar-05	
MO7-4	30-Sep-05		31-Mar-05	30-Sep-07		31-Mar-05	
MO7-5	30-Sep-05		31-Mar-05	30-Sep-07		31-Mar-05	
MO7-7	30-Sep-05		31-Mar-05	30-Sep-07		31-Mar-05	
HA-Wide	30-Sep-05		31-Mar-05	30-Sep-07		31-Mar-05	

**CAPITAL FUND PROGRAM TABLES START HERE**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Columbia, Missouri		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MO36R00750102			Federal FY of Grant: <u>2002</u>
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: ____ )	updated:
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <u>March 31, 2005</u>		<input type="checkbox"/> Final Performance and Evaluation Report			10-Jul-05
		Total Estimated Cost		Total Actual Cost	
Line	Summary by Development Account	Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition	\$42,361.00		\$42,361.00	\$8,996.00
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$42,361.00		\$42,361.00	\$8,996.00
22	Amount of line 21 Related to LBP Activities	\$0.00		\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 compliance	\$0.00		\$0.00	\$0.00
24	Amount of line 21 Related to Security – Soft Costs	\$0.00		\$0.00	\$0.00
25	Amount of Line 21 Related to Security – Hard Costs	\$0.00		\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00		\$0.00	\$0.00





**CAPITAL FUND PROGRAM TABLES START HERE**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Columbia, Missouri		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MO36R00750101			Federal FY of Grant: <u>2001</u>
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: ____ )	updated:
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: _____		<input checked="" type="checkbox"/> Final Performance and Evaluation Report			30-Mar-05
		Total Estimated Cost		Total Actual Cost	
Line	Summary by Development Account	Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition	\$43,291.00		\$43,291.00	\$43,291.00
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$43,291.00		\$43,291.00	\$43,291.00
22	Amount of line 21 Related to LBP Activities	\$0.00		\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 compliance	\$0.00		\$0.00	\$0.00
24	Amount of line 21 Related to Security – Soft Costs	\$0.00		\$0.00	\$0.00
25	Amount of Line 21 Related to Security – Hard Costs	\$0.00		\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00		\$0.00	\$0.00







## Housing Authority of the City of Columbia, Missouri

### EXPENSES

ADMINISTRATIVE		PUBLIC HOUSING		SECTION 8			CAPITAL FUND PROGRAMS		
		P.U.M.	LIPH	VOUCHERS	SPC	TBRA	501-04	501-05	RHF 02
4110.000	Salaries - Administrative	53.20	448,767.11	219,859.29	12,357.69	3,089.34		59,055.82	
4130.000	Legal Expense	0.89	7,500.00	2,500.00					
4140.000	Staff Training	0.12	1,000.00	3,000.00			5,000.00	15,000.00	
4150.000	Travel Expense	0.12	1,000.00	2,500.00					
4150.020	Travel - Commissioner	0.41	3,500.00						
4150.030	Travel - Executive Director	0.41	3,500.00						
4160.000	Telephone	1.42	12,000.00	4,000.00					
4170.000	Accounting Fees	2.13	18,000.00	6,000.00					
4171.000	Audit Fees	1.19	10,000.00	10,000.00					
4190.---	Sundries - Administration	1.78	15,000.00	5,000.00					
4190.092	Payroll Services	0.41	3,500.00						
4190.300	Telephone Answering Service (on-call)	0.30	2,500.00						
4190.350	Cellular Phones	0.77	6,500.00						
4190.380	Computer Internet Services	0.21	1,800.00	600.00					
4190.390	Computer Software Support Contracts	0.89	7,500.00	2,500.00					
4190.410	Computer Consumables (Toner & Inks)	0.36	3,000.00	1,000.00					
4190.420	Computer Software	0.18	1,500.00	500.00			1,250.00	3,750.00	
4190.430	Computer Equipment (Hardware)	0.24	2,000.00	500.00			3,750.00	11,250.00	
4190.450	Office Rent (to CHA)	-		30,000.00					
4190.500	Office Supplies, Miscellaneous	0.71	6,000.00	2,000.00					
4190.510	Copy Paper	0.30	2,500.00	2,500.00					
4190.520	Copy Machine Supplies (Toner & Drums)	0.18	1,500.00	500.00					
4190.550	Printing Services	0.53	4,500.00	1,500.00					
4190.600	Office Equipment Maintenance Contract	0.71	6,000.00	2,000.00					
4190.610	Computer I.T. Support Contracts	2.84	24,000.00	8,000.00					
4190.800	Postage	1.78	15,000.00	15,000.00					
4190.930	Background Checks	0.59	5,000.00	5,000.00					
4190.940	Inspections	-		72,000.00					
4190.950	Professional Services	0.30	2,500.00	1,500.00					
<b>Total Administrative</b>		<b>72.97</b>	<b>615,567.11</b>	<b>397,959.29</b>	<b>12,357.69</b>	<b>3,089.34</b>	<b>10,000.00</b>	<b>89,055.82</b>	<b>-</b>

## Housing Authority of the City of Columbia, Missouri

		PUBLIC HOUSING		SECTION 8			CAPITAL FUND PROGRAMS		
		P.U.M.	LIPH	VOUCHERS	SPC	TBRA	501-04	501-05	RHF 02
4410.000	Maintenance - Salaries	71.97	607,150.44					13,346.86	
4420.---	Maintenance Materials	16.60	140,000.00						
4430.---	Contract Costs - Maintenance	2.37	20,000.00						
4430.100	Contract Costs - Vehicles	2.96	25,000.00						
4430.110	Contract Costs - Uniforms	1.19	10,000.00						
4430.130	Contract Costs - Extermination	2.73	23,000.00						
4430.200	Contract Costs - Elevators	2.61	22,000.00						
4430.300	Contract Costs - Alarm Systems	0.59	5,000.00						
4430.400	Contract Costs - Radios & Pagers	0.77	6,500.00						
4430.550	Contract Costs - Mowing	2.96	25,000.00						
4430.600	Contract Costs - Janitorial	3.56	30,000.00						
4430.900	Contract Costs - Annual Inspections	0.95	8,000.00						
4430.910	Contract Costs - Unit Restorations	2.37	20,000.00				5,000.00	15,000.00	
4431.---	Refuse	8.30	70,000.00						
<b>Total Maintenance</b>		<b>119.92</b>	<b>1,011,650.44</b>	-	-	-	<b>5,000.00</b>	<b>28,346.86</b>	-

### TENANT SERVICES

4210.000	Resident Services - Salaries	4.03	33,999.89						
4220.000	Tenant Services - Expenses	0.59	5,000.00						
4231.000	Resident Participation Funds	1.98	16,725.00						
<b>Total Tenant Services</b>		<b>6.61</b>	<b>55,724.89</b>	-	-	-	-	-	-

### PROTECTIVE SERVICES

4460.000	Protective Services - Salaries	-	-					125,437.52	
4470.000	Protective Services - Expenses	0.24	2,000.00						
<b>Total Protective Services</b>		<b>0.24</b>	<b>2,000.00</b>	-	-	-	-	<b>125,437.52</b>	-

### UTILITIES

4310.000	Water and Sewer	11.85	100,000.00						
4320.000	Electricity	21.34	180,000.00						
4330.000	Natural Gas	26.08	220,000.00						
4391.000	PILOT on Utilities	1.78	15,000.00						
<b>Total Utilities</b>		<b>61.05</b>	<b>515,000.00</b>	-	-	-	-	-	-

## Housing Authority of the City of Columbia, Missouri

GENERAL EXPENSES		PUBLIC HOUSING		SECTION 8			CAPITAL FUND PROGRAMS		
		P.U.M.	LIPH	VOUCHERS	SPC	TBRA	501-04	501-05	RHF 02
4510.000	Insurance	18.97	160,000.00	20,000.00					
4510.010	Workers' Comp Claims	0.24	2,000.00						
4520.000	Payment In Lieu Of Taxes	4.74	40,000.00						
4540.000	Employee Benefits	36.96	311,787.68	62,392.67	3,156.04		45,384.89		
4540.400	Unemployment	2.37	20,000.00						
4570.000	Collection Losses	2.07	17,500.00						
4590.000	General Expenses - Portables	-	-	4,000.00					
<b>Total General Expenses</b>		<b>65.35</b>	<b>551,287.68</b>	<b>86,392.67</b>	<b>3,156.04</b>	<b>-</b>	<b>-</b>	<b>45,384.89</b>	<b>-</b>

OTHER EXPENSES		P.U.M.	LIPH	VOUCHERS	SPC	TBRA	501-04	501-05	RHF 02
20-4---	Laundry Facilities - Expenses	2.73	23,000.00						
4610.000	Extraordinary Maintenance	2.37	20,000.00						
3690.450	Insurance Reimbursement	-	-						
<b>Total Other Expenses</b>		<b>5.10</b>	<b>43,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

PAYMENTS		P.U.M.	LIPH	VOUCHERS	SPC	TBRA	501-04	501-05	RHF 02
4715.000	Housing Assist Payments (S8 Vouchers)	-		4,348,398.00					
4715.000	Tenant Rental Assistance (SPC & TBRA)	-			190,000.00	70,000.00			
4715.050	HAP - Portables (Section 8 Vouchers)	-		110,000.00					
4715.100	Utility Allowance Payments (S8 Vouch)	-		194,000.00					
4715.100	Utility Allowance Payments (SPC & TBRA)	-			10,000.00	5,000.00			
4715.150	UAP - Portables (Section 8 Vouchers)	-		5,500.00					
4715.200	HAP - Vacancy Losses (S8 Vouchers)	-		500.00					
<b>Total Payments</b>		<b>-</b>	<b>-</b>	<b>4,658,398.00</b>	<b>200,000.00</b>	<b>75,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>

Capital Fund Projects		P.U.M.	LIPH	VOUCHERS	SPC	TBRA	501-04	501-05	RHF 02
	Hard Costs	-					235,000.00	251,774.91	42,361.00
<b>Total CFP Projects</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>235,000.00</b>	<b>251,774.91</b>	<b>42,361.00</b>

<b>GRAND TOTAL EXPENSES</b>	<b>331.23</b>	<b>2,794,230.12</b>	<b>5,142,749.96</b>	<b>215,513.73</b>	<b>78,089.34</b>	<b>250,000.00</b>	<b>540,000.00</b>	<b>42,361.00</b>
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REVENUES - EXPENSES	PUBLIC HOUSING		SECTION 8			CAPITAL FUND PROGRAMS		
	P.U.M.	LIPH	VOUCHERS	SPC	TBRA	501-04	501-05	RHF 02
<b>EXCESS (DEFICIT)</b>	<b>14.68</b>	<b>123,875.41</b>	<b>3,117.04</b>	<b>486.27</b>	<b>410.66</b>	<b>-</b>	<b>-</b>	<b>-</b>

Housing Authority of the City of Columbia, Missouri

TOTALS
1,000,000.00
25,000.00
35,000.00
30,000.00
4,658,398.00
454,469.00
12,000.00
10,000.00
275,000.00
19,500.00
-
10,000.00
<b>6,529,367.00</b>

2,583,955.45
4,511.08
25,000.00
-
48,000.00
-
-
<b>2,661,466.53</b>

<b>9,190,833.53</b>
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Housing Authority of the City of Columbia, Missouri

TOTALS
743,129.25
10,000.00
24,000.00
3,500.00
3,500.00
3,500.00
16,000.00
24,000.00
20,000.00
20,000.00
3,500.00
2,500.00
6,500.00
2,400.00
10,000.00
4,000.00
7,000.00
17,500.00
30,000.00
8,000.00
5,000.00
2,000.00
6,000.00
8,000.00
32,000.00
30,000.00
10,000.00
72,000.00
4,000.00
<b>1,128,029.25</b>

Housing Authority of the City of Columbia, Missouri

<b>TOTALS</b>
620,497.30
140,000.00
20,000.00
25,000.00
10,000.00
23,000.00
22,000.00
5,000.00
6,500.00
25,000.00
30,000.00
8,000.00
40,000.00
70,000.00
<b>1,044,997.30</b>

33,999.89
5,000.00
16,725.00
<b>55,724.89</b>

125,437.52
2,000.00
<b>127,437.52</b>

100,000.00
180,000.00
220,000.00
15,000.00
<b>515,000.00</b>

Housing Authority of the City of Columbia, Missouri

<b>TOTALS</b>
180,000.00
2,000.00
40,000.00
422,721.28
20,000.00
17,500.00
4,000.00
<b>686,221.28</b>

23,000.00
20,000.00
-
<b>43,000.00</b>

4,348,398.00
260,000.00
110,000.00
194,000.00
15,000.00
5,500.00
500.00
<b>4,933,398.00</b>

529,135.91
<b>529,135.91</b>

<b>9,062,944.15</b>
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<b>TOTAL</b>
<b>127,889.38</b>

**Total Revenues**

PUBLIC HOUSING		VOUCHERS	SECTION 8	TBRA
P.U.M.	LIPH		SPC	
345.91	2,918,105.53	5,145,867.00	216,000.00	78,500.00
LIPH	2,918,105.53			
Section 8	5,440,367.00			
CFP & RHF	832,361.00			
	9,190,833.53			

**Total Expenses**

PUBLIC HOUSING		VOUCHERS	SECTION 8	TBRA
P.U.M.	LIPH		SPC	
331.23	2,794,230.12	5,142,749.96	215,513.73	78,089.34
LIPH	2,794,230.12			
Section 8	5,436,353.03			
CFP & RHF	832,361.00			
	9,062,944.15			

**Public Housing Revenues**

Dwelling Rent	1,000,000.00	2,918,105.53
Excess Utilities	25,000.00	
Non-Dwelling Rentals	35,000.00	
Rental of Admin Bldg Space	30,000.00	
HUD Subsidies	1,541,594.45	
Interest on Investments	3,511.08	
Other Income (Includes WO's)	25,000.00	
Laundry Income	48,000.00	
CFP Transfer to Operations	210,000.00	

**Public Housing Expenses**

Administrative	615,567.11	2,794,230.12
Maintenance	1,011,650.44	
Resident Services	55,724.89	
Protective Services	2,000.00	
Utilities	515,000.00	
General Expenses	551,287.68	
Other Expenses	43,000.00	

**Public Housing Expenses**

Salaries - Administrative	448,767.11	2,794,230.12
Legal Expense	7,500.00	
Staff Training	1,000.00	
Travel Expense	1,000.00	
Travel - Commissioner	3,500.00	
Travel - Executive Director	3,500.00	
Telephone	12,000.00	
Accounting Fees	18,000.00	
Audit Fees	10,000.00	
Sundries - Administration	15,000.00	
Payroll Services	3,500.00	
Telephone Answering Service (on-call)	2,500.00	
Cellular Phones	6,500.00	
Computer Internet Services	1,800.00	
Computer Software Support Contracts	7,500.00	
Computer Consumables (Toner & Inks)	3,000.00	
Computer Software	1,500.00	
Computer Equipment (Hardware)	2,000.00	
Office Supplies, Miscellaneous	6,000.00	
Copy Paper	2,500.00	
Copy Machine Supplies (Toner & Drums)	1,500.00	
Printing Services	4,500.00	
Office Equipment Maintenance Contracts	6,000.00	
Computer I.T. Support Contracts	24,000.00	
Postage	15,000.00	
Background Checks	5,000.00	
Professional Services	2,500.00	
Maintenance - Salaries	607,150.44	
Maintenance Materials	140,000.00	
Contract Costs - Maintenance	20,000.00	
Contract Costs - Vehicles	25,000.00	
Contract Costs - Uniforms	10,000.00	
Contract Costs - Extermination	23,000.00	
Contract Costs - Elevators	22,000.00	
Contract Costs - Alarm Systems	5,000.00	
Contract Costs - Radios & Pagers	6,500.00	
Contract Costs - Mowing	25,000.00	
Contract Costs - Janitorial	30,000.00	
Contract Costs - Annual Inspections	8,000.00	
Contract Costs - Unit Restorations	20,000.00	
Refuse	70,000.00	
Resident Services - Salaries	33,999.89	
Tenant Services - Expenses	5,000.00	
Resident Participation Funds	16,725.00	
Protective Services - Salaries	-	
Protective Services - Expenses	2,000.00	

Water and Sewer	100,000.00
Electricity	180,000.00
Natural Gas	220,000.00
PILOT on Utilities	15,000.00
Insurance	160,000.00
Workers' Comp Claims	2,000.00
Payment In Lieu Of Taxes	40,000.00
Employee Benefits	311,787.68
Unemployment	20,000.00
Collection Losses	17,500.00
Laundry Facilities - Expenses	23,000.00
Extraordinary Maintenance	20,000.00
Insurance Reimbursement	-

### Section 8 Revenues

ACC Earned - HAP/Vac Loss/UAP	4,658,398.00	5,440,367.00
ACC Earned - Admin Fees	454,469.00	
ACC Earned - H to H Fees	12,000.00	
ACC Earned - Audit Fees	10,000.00	
ACC Earned - TRA (SPC & TBRA)	275,000.00	
ACC Earned - Admin Fees (SPC & TBRA)	19,500.00	
Unreported Income/Damages	-	
Fraud Recovery	10,000.00	
Interest on Investments	1,000.00	
Other Income (returned/stale cks, etc)	-	

### Section 8 Expenses

Administrative	413,406.32	5,436,353.03
General Expenses	89,548.71	
Payments	4,933,398.00	

### Section 8 Expenses

Salaries - Administrative	235,306.32	5,436,353.03
Legal Expense	2,500.00	
Staff Training	3,000.00	
Travel Expense	2,500.00	
Telephone	4,000.00	
Accounting Fees	6,000.00	
Audit Fees	10,000.00	
Sundries - Administration	5,000.00	
Computer Internet Services	600.00	
Computer Software Support Contracts	2,500.00	

Computer Consumables (Toner & Inks)	1,000.00
Computer Software	500.00
Computer Equipment (Hardware)	500.00
Office Rent (to CHA)	30,000.00
Office Supplies, Miscellaneous	2,000.00
Copy Paper	2,500.00
Copy Machine Supplies (Toner & Drums)	500.00
Printing Services	1,500.00
Office Equipment Maintenance Contracts	2,000.00
Computer I.T. Support Contracts	8,000.00
Postage	15,000.00
Background Checks	5,000.00
Inspections	72,000.00
Professional Services	1,500.00
Insurance	20,000.00
Employee Benefits	65,548.71
General Expenses - Portables	4,000.00
Housing Assist Payments (S8 Vouchers)	4,348,398.00
Tenant Rental Assistance (SPC & TBRA)	260,000.00
HAP - Portables (Section 8 Vouchers)	110,000.00
Utility Allowance Payments (S8 Vouch)	194,000.00
Utility Allowance Payments (SPC & TBRA)	15,000.00
UAP - Portables (Section 8 Vouchers)	5,500.00
HAP - Vacancy Losses (S8 Vouchers)	500.00

### Capital Fund Revenues

HUD Subsidies	1,042,361.00	832,361.00
CFP Transfer to Operations	(210,000.00)	

### Capital Fund Expenses

Salaries - Administrative	59,055.82	832,361.00
Staff Training	20,000.00	
Computer Software	5,000.00	
Computer Equipment (Hardware)	15,000.00	
Maintenance - Salaries	13,346.86	
Contract Costs - Unit Restorations	20,000.00	
Protective Services - Salaries	125,437.52	
Employee Benefits	45,384.89	
Hard Costs	529,135.91	

**CAPITAL FUND PROGRAMS**

<b>501-04</b>	<b>501-05</b>	<b>RHF 02</b>	<b>TOTALS</b>
250,000.00	540,000.00	42,361.00	9,190,833.53

**CAPITAL FUND PROGRAMS**

<b>501-04</b>	<b>501-05</b>	<b>RHF 02</b>	<b>TOTALS</b>
250,000.00	540,000.00	42,361.00	9,062,944.15





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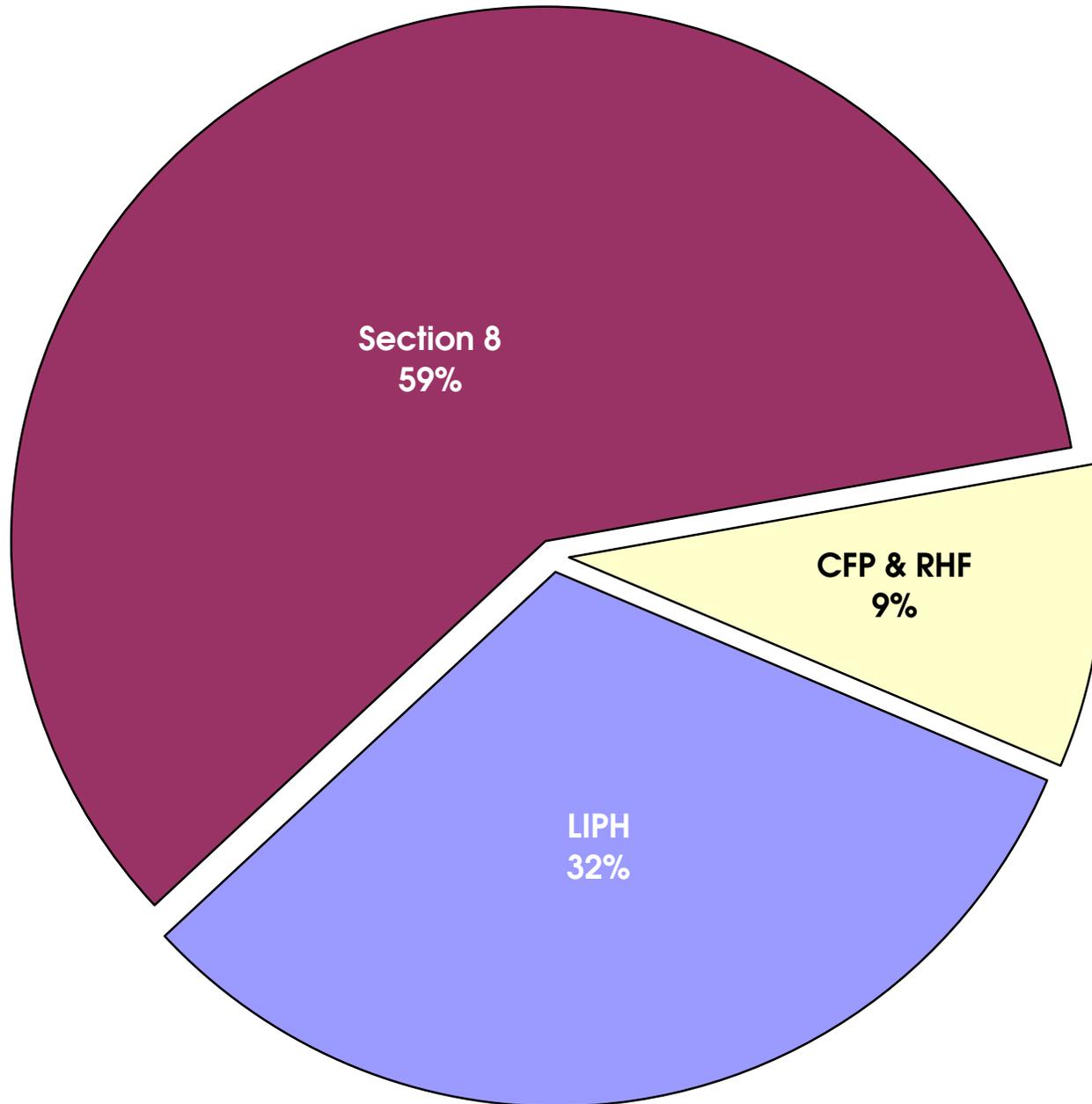
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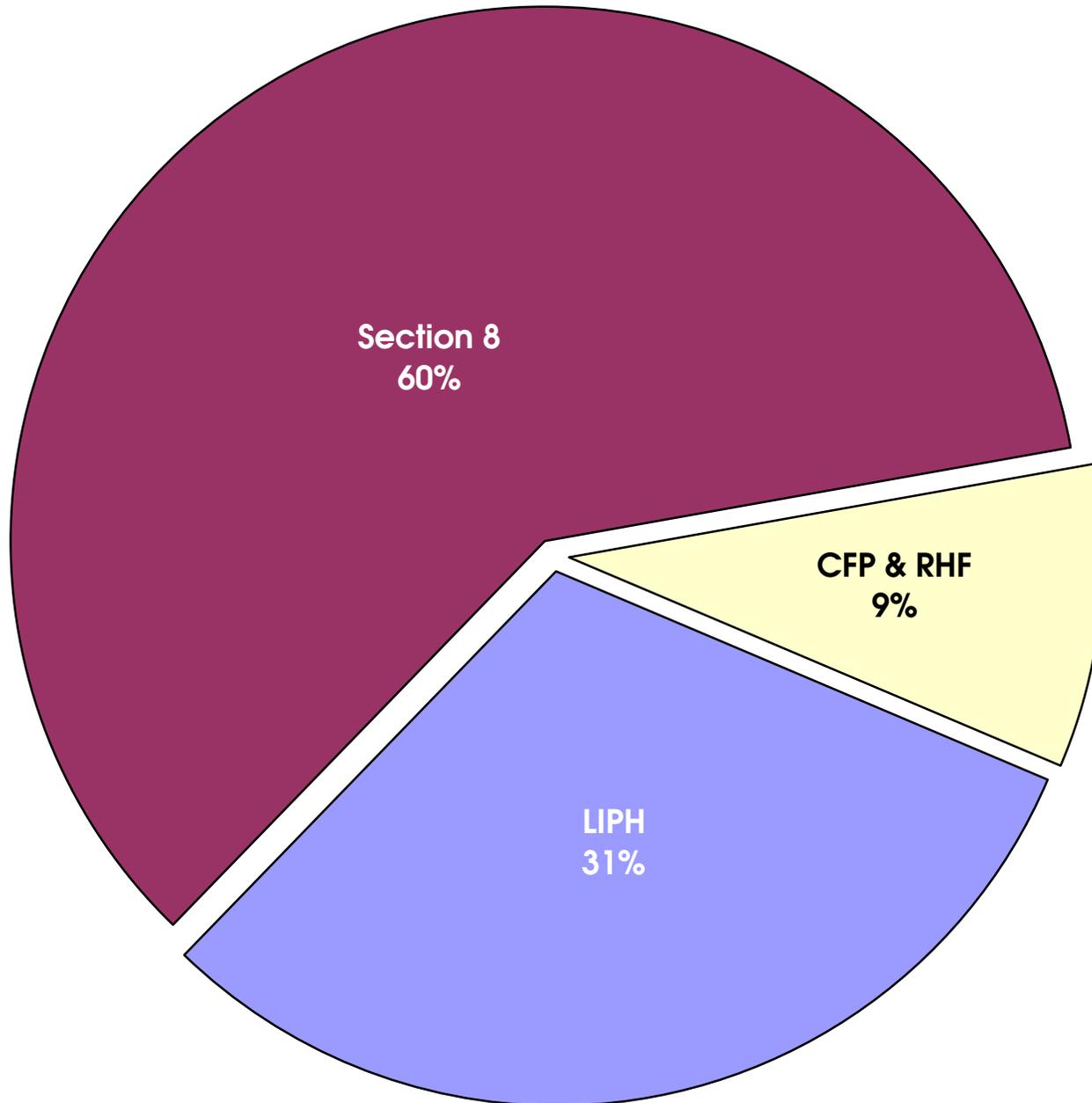
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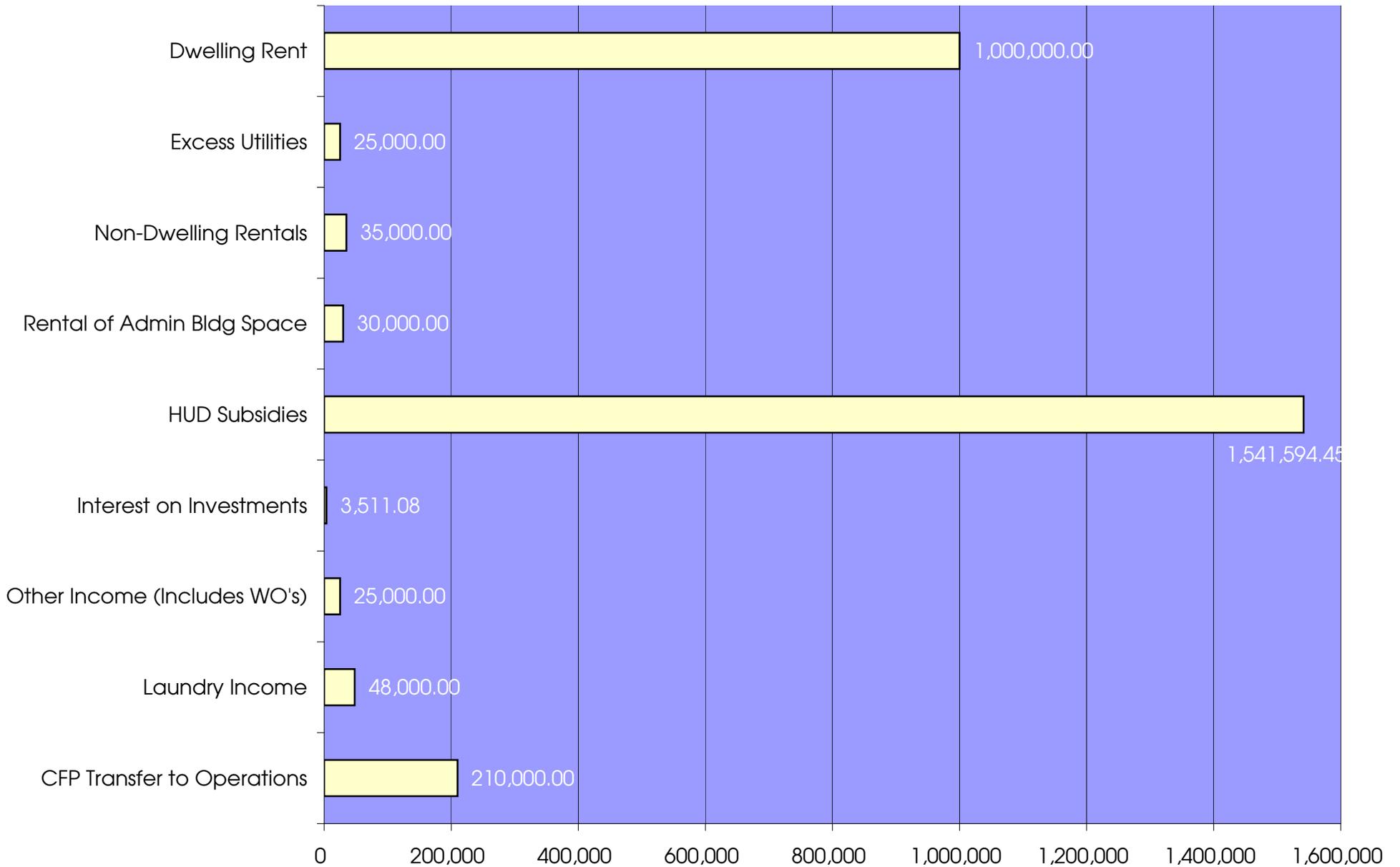
**Consolidated Budget FYE 2006 - Revenue: \$9,190,833.53**



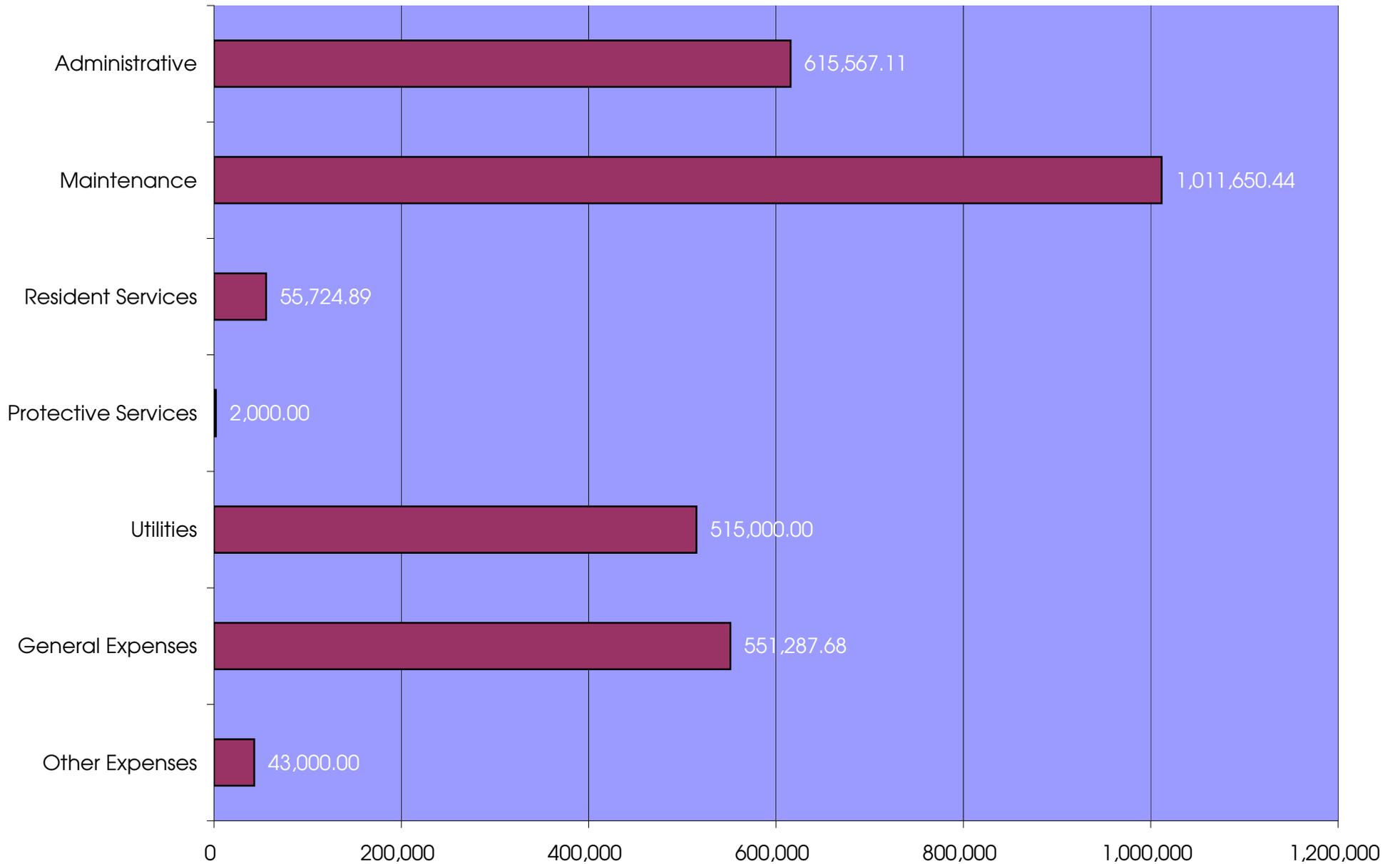
**Consolidated Budget FYE 2006 - Expenses: \$9,062,944.15**



### Low Income Public Housing FYE 2006 - Revenue: \$2,918,105.53

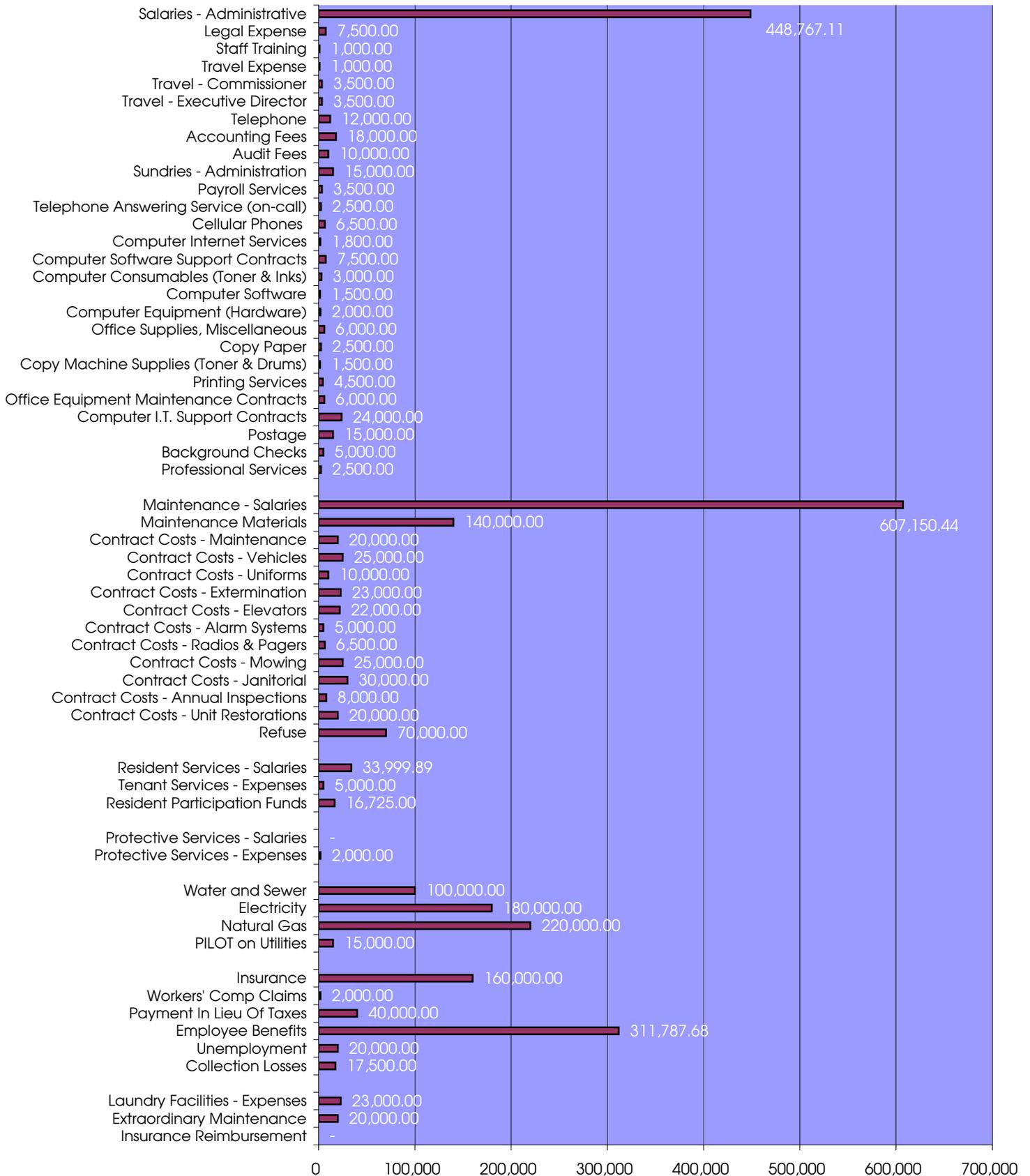


### Low Income Public Housing FYE 2006 - Expenses: \$2,794,230.12

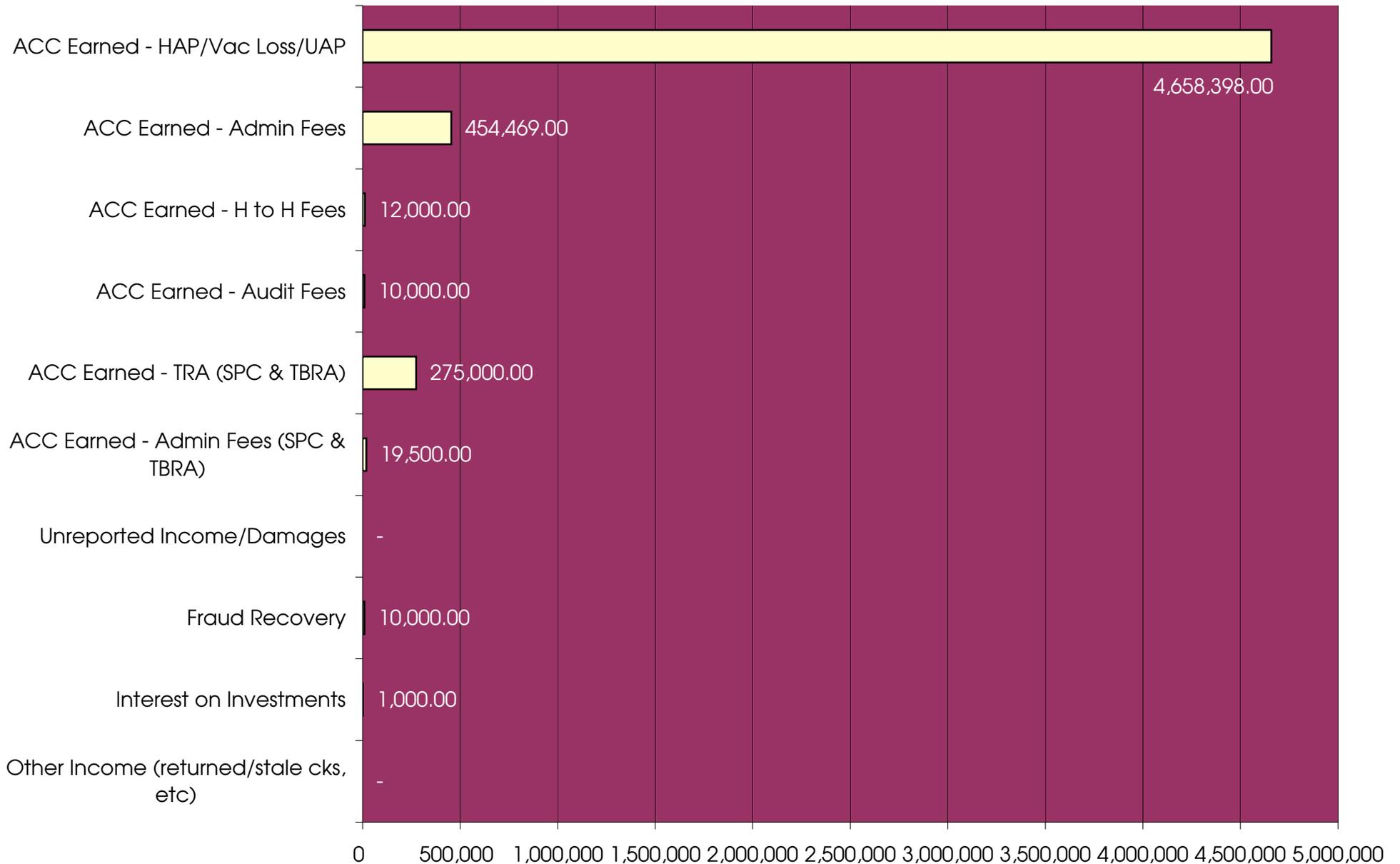


# HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI

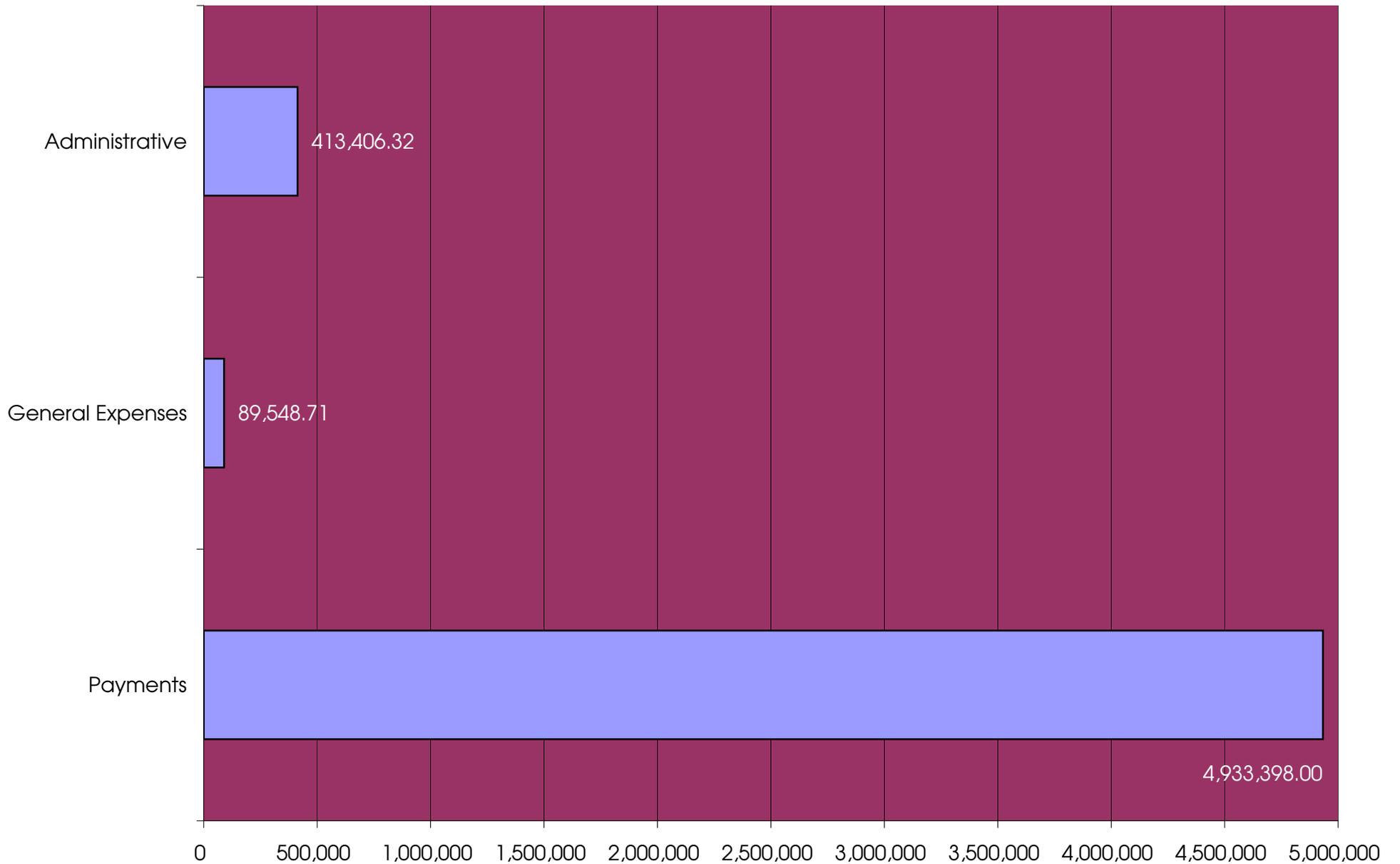
## Low Income Public Housing FYE 2006 - Expenses: \$2,794,230.12



**Section 8 (Vouchers, SPC, TBRA) FYE 2006 - Revenue: \$5,440,367.00**

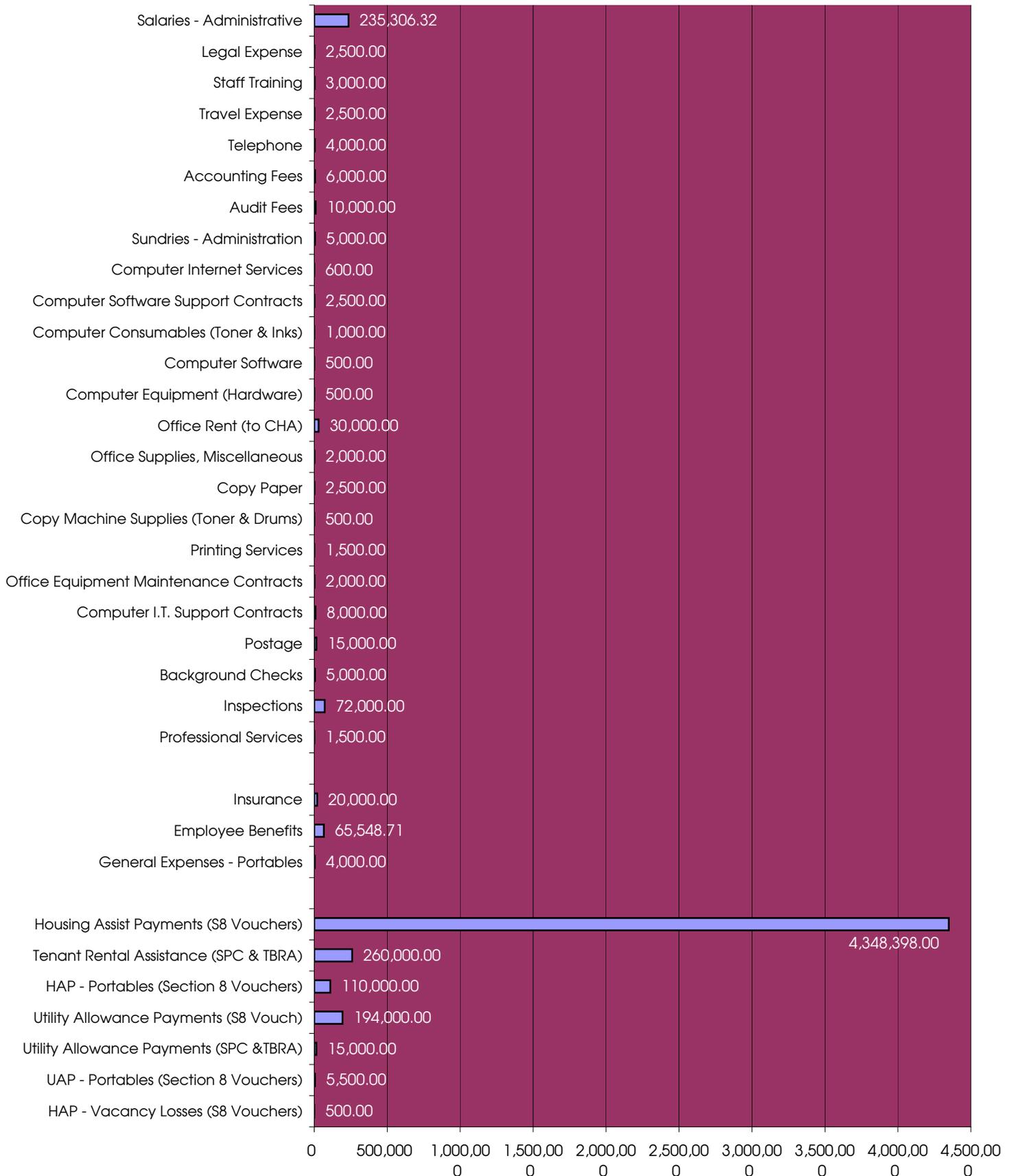


**Section 8 (Vouchers, SPC, TBRA) FYE 2006 - Expenses: \$5,436,353.03**

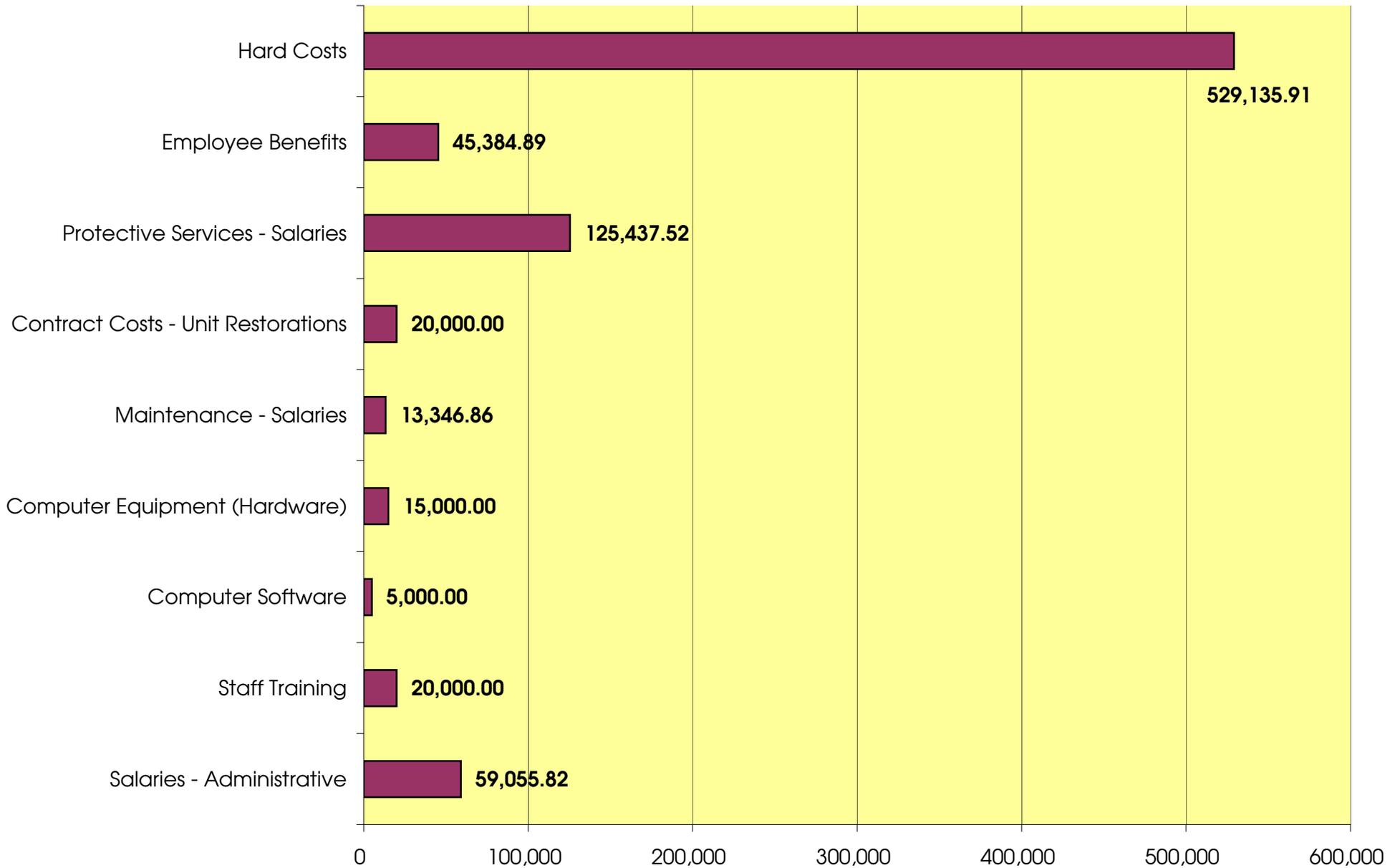


HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI

Section 8 (Vouchers, SPC, TBRA) FYE 2006 - Expenses: \$5,436,353.03



### Capital Fund (CFP & RHF) FYE 2006 - Expenses: \$832,361.00





# **HOUSING AUTHORITY**

## **of the City of Columbia, Missouri**

201 Switzler Street  
Columbia, MO 65203

Office: (573) 443-2556  
TDD: (573) 875-5161  
Fax Line: (573) 443-0051

### **COMMISSIONERS**

*Marvin Kinney, Chairman*  
*Genie Rogers, Vice-Chair*  
*Mary Anne Mc Collum*  
*Fred J. Parry*  
*Jeffrey Johnson*

### **EXECUTIVE DIRECTOR**

*Doris M. Chiles*

## **Statement of Progress in Meeting 5-Year Plan Mission and Goals** **Contained in FY2004 PHA Plans**

1. Mission Statement: CHA's mission to provide safe and affordable housing opportunities to low-income individuals and families was met during the fiscal year ended September 30, 2004. In furtherance of its statement that in carrying out this mission CHA will seek to develop partnerships and collaborative efforts to improve the quality of life for its residents, CHA has developed partnerships and local collaborations with over 25 different local organizations and governmental agencies.
2. CHA has expanded the supply of assisted housing by: (a) reducing public housing vacancies 18% from 28 vacant at 9/30/03 to 23 vacant at 9/30/04; (b) promoting homeownership opportunities for persons with disabilities by serving on the local Home of Your Own (HOYO) Board and helping to facilitate the purchase of two homes by persons with disabilities; (c) working with the local Resident Advisory Board to develop CHA homeownership programs for public housing residents and Section 8 participants as contained in the FY2004 PHA Plans. Nine (9) public housing residents purchased homes or are in progress for purchasing homes under the replacement housing capital fund program.
3. CHA has improved the quality of assisted housing by increasing customer satisfaction as demonstrated by the Resident Assessment Sub-System (RASS) scorings and by using modernization funds to upgrade units and facilities.
4. CHA has increased assisted housing choices by facilitating the development of local homeownership programs including CHA's public housing and Section 8 programs. In addition CHA assumed the administration of the Boone County Section 8 program effective April 2001 and developed an outreach program to Boone County residents and potential landlords. CHA converted Housing Choice Vouchers to project-based vouchers in three buildings for occupancy by persons with developmental disabilities in a partnership with the Boone County Group Homes & Family Support agency.
5. CHA has provided improved living environments through the implementation of programs at Oak and Paquin Towers through the ROSS-RSDM grants. These grants ended in 2004 and applications for funding additional resident services are in process. CHA's mandatory applicant briefing sessions continue with emphasis on drug-free public housing developments and lease enforcement issues.

6. CHA has promoted self-sufficiency and asset development of its residents and Section 8 participants through development of homeownership programs and collaborations with local agencies that promote homeownership opportunities. CHA works closely with the Boone County Division of Family Services, the Community Partnership, Caring Communities, Boone Works and others to promote self-sufficiency opportunities for residents. The ROSS-RSDM grant, the Section 8 Shelter-Plus-Care Program, the ROSS-RSC staff – all these promote self-sufficiency and asset development for low income families. CHA developed a partnership with the Central Missouri Food Bank and established a CHA Food Pantry that is staffed by residents and located in the heart of the downtown family development. Through a resident initiative, the Food Pantry has established a Mobile Pantry for persons with disabilities at Paquin Tower. CHA has worked with residents to formally establish resident associations in the downtown and Bear Creek areas. This effort is ongoing. A new child care center is under development in a public housing unit at Bear Creek through a partnership between CHA and a resident.
7. CHA actively advocates and supports local efforts to educate Columbia and Boone County to ensure equal opportunity in housing for all people. CHA advocates fair housing when invited to speak to local groups and in local networking opportunities.

**HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI**

**COMMUNITY SERVICE PLAN**

October 1, 2005

The community service and self-sufficiency requirement is a legislative mandate by Congress as part of the Public Housing Reform Act of 1998. This provision requires non-exempt low-income families in public housing to contribute or participate for 8 hours a month in a community service or self-sufficiency activity or combination of both, as a condition of receipt of Federal housing assistance. The Columbia Housing Authority began implementation of this program October 1, 2000, however, due to Congressional action on the 2003 budget, Community Service provisions were suspended. A recent PIH Notice advised that Community Service requirements would be effective October 1, 2003. Further guidance will be forthcoming and any requirements contrary to the following Community Service Plan will be implemented.

A new lease document and a new Admissions Policy containing the provisions for community service requirements were developed in cooperation with the Resident Advisory Board and resident comment. The new lease was adopted by the Board of Commissioners for implementation on July 1, 2003.

**Benefits for residents**

1. Opportunity to explore training and employment areas
2. Increased confidence in the resident's skills and abilities that may encourage them to pursue permanent employment or training
3. Contacts with agencies or employers
4. Exposure to different job skills and work environments

**Eligibility**

Community service and self-sufficiency applies to all non-exempt, adult residents living in public housing at CHA. Residents exempt from community service are the following:

1. 62 years or older
2. Blind or disabled (as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c) and who certify that because of this disability they are unable to comply with the service provisions; or primary caretakers of such an individual
3. Engaged in work activities for wages for a minimum of 30 hours per week.
4. Meet the requirements for being exempt from having to engage in a work activity under the State program funded under part A of title IV of the Social

Security Act (42 U.S.C. 602 et seq.) or under any other welfare program of the State of Missouri, including a State administered welfare-to-work program

5. Are members of a family receiving assistance, benefits, or services under #4 above

### Implementation

CHA implemented this program October 1, 2000 in conjunction with October annual recertifications.

CHA residents are notified by mail of the date of their annual recertification interview at least 90 days in advance of their anniversary. At this annual recertification interview it will be determined if a resident is exempt or non-exempt of this community service or self-sufficiency requirement.

### Verification

Residents who have demonstrated general eligibility criteria as persons 62 years or older, blind or disabled, or primarily caretakers of such an individual, do not have to provide any additional verification to CHA for the community service and self-sufficiency eligibility.

CHA management staff will be required to verify residents who are exempt because they are:

1. Engaged in work activities and meet the requirements for being exempt from having to engage in work activity under the State program funded under Part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State of Missouri, including a State-administered welfare-to-work program;
2. Members of a family receiving assistance, benefits or services under the State program under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq); or
3. Under any other welfare program of the State of Missouri, including a State-administered welfare-to-work program and has not been found by the State or other administering entity to be in noncompliance with such a program, may be required to provide written documentation or sign a release of information form to allow the CHA to obtain information to verify their exempt status from the welfare agency.

Residents who are non-exempt will receive a Community Service Form monthly by mail and will be required to submit this form monthly to CHA Management to verify compliance with service requirements.

### Notification of noncompliance

CHA will maintain a community service tracking system and the household will be notified by mail on a monthly basis if they are in noncompliance. At this time the resident will be given the option to cure the noncompliance.

### Responsibilities of Residents

1. CHA residents are to provide verification of exempt or non-exempt status for community service and self-sufficiency requirements.
2. CHA residents are required to report any changes regarding exemption or non-exempt status.
3. CHA residents are required under 24 CFR 960.607(c) to comply with the service requirement. This requirement extends to all CHA adult residents in the household who are determined non-exempt from the requirement. The lease states that it will be renewed automatically for all purposes, unless the family fails to comply with the service requirement. Violation of the service requirement is grounds for nonrenewal of the lease.

### Grievance

Any resident whose lease is not renewed is entitled to seek appropriate remedy under the CHA Grievance Procedure.

# **HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI**

## **ANIMAL AND PET OWNERSHIP POLICY**

**Citations:** This policy is being adopted to govern pet ownership in Public Housing. As applicable, Section 526 of the Quality Housing and Work Responsibility Act of 1998 (Public Law 105-276, 112 Statutes 2451, 2568 (the Public Housing Reform Act of 1998) added new section 31 (captioned "Pet Ownership in Public Housing") to the United States Housing Act of 1937. Section 31 establishes pet ownership requirements for tenants of public housing other than federally assisted rental housing for the elderly or persons with disabilities. Section 227 of the Housing-Rural Recovery Act of 1983 (12 U.S.C. 1701r-1) (the 1983 Act) covers pet ownership requirements for the elderly or persons with disabilities. This rule does not alter or affect these regulations in any way, nor would the regulation in Section 227 of the 1983 Act apply in any way to Section 31 of the 1937 Act. Section 31 of the 1937 Act is being implemented by adding a new subpart G to 24 CFR Part 960.

**Section I. Pet Policies.** The following policies cover pet ownership by residents in properties owned by the Housing Authority of the City of Columbia, Missouri (CHA).

A. Pet ownership: A tenant may have one or more common household pets present in the dwelling unit of such tenant, subject to the following conditions:

1. Each Head of Household may own up to two pets. A separate fee and deposit is required for each pet (except fish). If one of the pets is a dog or cat (or other four-legged animal) the second pet must be a hamster, gerbil, turtle or other pet normally contained in a small cage or an aquarium for fish. Each bird or other animal, other than fish, shall be counted as one pet.
2. If the pet is a dog or cat, it must be neutered/spayed. Evidence of neutering/spaying can be provided by a statement/bill from veterinarian and/or staff of the humane society. The Tenant must provide waterproof and leakproof litter boxes for cat waste that must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Tenant shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary.
3. If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.
4. If the pet is a cat, the weight of the cat cannot exceed 20 pounds (fully grown).
5. If the pet is a dog, it shall not weigh more than 20 pounds (fully grown) or must not be more than 18" in height.

6. An aquarium for fish must be twenty gallons or less, and the container must be placed in a safe location in the unit. The Tenant is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and nonhazardous manner.
  7. If the pet is a cat or dog, it must have received rabies, distemper inoculations and Parvo inoculations or boosters, as applicable. Evidence of inoculations must be provided annually, and can be provided by a statement/bill from veterinarian or staff of the Humane Society.
  8. All pets must be housed within the leased unit and no facilities can be constructed outside of the leased unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside of the leased unit, it must be on a leash or carried. All pets must be kept off other Tenant's lawns when they are outside.
  9. All authorized pets must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not under the control of an adult. Pets that are unleashed, or unattended, on CHA property will be impounded and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet and at the expense of the Tenant. Also, if a member of the CHA staff has to take a pet to the Humane Society more than one time, the Tenant will be charged \$50 for the second and each subsequent occurrence.
  10. Pets may not be left unattended for more than sixteen (16) consecutive hours. If it is reported to CHA staff that a pet has been left unattended for more than a sixteen (16) consecutive hour period, CHA staff may enter the leased unit and remove the pet and transfer the pet to the Humane Society. Any expense to remove and reclaim the pet from any facility will be the responsibility of the Tenant. Also, if a member of the CHA staff has to take a pet to the Humane Society more than one time, the Tenant will be charged \$50 to cover CHA staff time and expense of taking the pet away.
  11. A veterinarian, the Humane Society, or other reliable source must weigh and measure pet(s), as applicable. Tenant must provide appropriate documentation to the Site Manager of the date weighed and the weight and height of the animal, along with a photograph of the animal. Any animal that is not fully-grown will be weighed annually. Any pet that exceeds the weight or height limit at any time during occupancy will not be an eligible pet and must be removed from CHA property. Exceptions due to extenuating circumstances may be approved by the Executive Director.
- B. Responsible Pet Ownership: Each pet must be maintained responsibly and in accordance with this pet ownership policy (that is incorporated into the Lease Agreement by reference), and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations

governing pet ownership. Any waste generated by a pet must be properly and promptly disposed of to avoid any unpleasant and unsanitary odor from being in and around the leased unit.

- C. Prohibited Animals: Animals that are prohibited by City of Columbia Ordinance or that are considered vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, all species of monkeys, rottweiler, doberman pinscher, pit bulldog, and/or any animal that displays vicious behavior. This determination will be made by a CHA representative prior to the approval of the animal.
- D. Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other tenants as determined by CHA. The terms, "disturb, interfere or diminish" shall include but not be limited to excessive barking, howling, chirping, biting, scratching and other like activities. The Site Manager will terminate approval of the pet if valid complaints are received, as determined by CHA, that the pet disturbs other tenants under this section of this policy. The Tenant will be given one week to make other arrangements for the care of the pet and to remove it from the premises upon written notice from CHA to remove the pet.
- E. If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other Tenants or CHA employees or CHA contractors, or if the animal creates a problem in the area of cleanliness and sanitation, the Site Manager will notify the Tenant, in writing, that the animal must be removed from CHA's property. The written notice shall contain the date by which the pet must be removed. This date will be immediate if the pet may be a danger or threat to the safety and security of other Tenants or CHA employees. The Tenant may request a hearing that will be handled according to CHA's established Grievance Procedures. However, the pet must be immediately removed from the leased premises upon notice during the hearing process if the cause is due to safety and security concerns.
- F. The Tenant is solely responsible for cleaning up the waste of the pet within the leased unit, within the building, and on the grounds of the public housing development. If the pet is taken outside, it must be on a leash at all times. If there is any visible waste by the pet, it must be disposed of in a plastic bag, securely tied and placed in an appropriate trash receptacle. If the CHA staff is required to clean any waste left by a pet, the Tenant will be charged \$25 for the removal of the waste to be paid within thirty (30) days.
- G. The Tenant shall have pets restrained so that maintenance can be performed in the apartment. The Tenant shall advise CHA's work order clerk whenever a call for service is made that a pet is in the residence. If a pet is present, CHA will subsequently advise the resident of the date and a range of time when the work order for maintenance is scheduled to be completed. The resident must either be at home to restrain the animal or shall have all animals restrained or caged on the date

and times notified that the work will be completed. CHA staff will make every effort to complete the work order as scheduled. If a maintenance person or contractor enters an apartment where an animal is not restrained after a call for service is made, and the resident has been advised of the date and time when the maintenance service will be performed, then the maintenance will not be performed, and the Tenant will be charged a fee of \$25 to be paid within thirty (30) days. If this same situation occurs a second time, the pet shall be removed from the premises. Pets that are not caged or properly restrained will be impounded and taken to the local Humane Society. CHA shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord per the lease. These same provisions apply for routine and annual inspections when the Tenant is notified of the date and range of times the inspection will occur.

**Section II. Fee and Deposit Schedule**

A fee and deposit is required for each pet.

<u>Type of Pet</u>	<u>Fee</u>	<u>Deposit</u>
Dog	\$5	\$100
Cat	\$5	\$100
Fish Aquarium	\$5	-0-
Fish Bowl (requires no power and no larger than Two (2) gallons)	\$5	-0-
Caged Pets	\$5	\$100

The entire fee and deposit (subject to the exception listed below) must be paid prior to bringing the pet onto CHA property. No pet shall be allowed in the leased unit prior to the completion of the terms of this Policy. It shall be a serious violation of the Lease Agreement for any tenant to have a pet without proper approval and without having complied with the terms of this Animal and Pet Ownership Policy.

The fee and deposit may be paid in installment payments. However, the pet may not be brought onto CHA premises until the fee and deposit are paid in full and until all documentation is received by CHA as required, including required City license and tags. The fee shall not be refunded, and the deposit will be used to cover damages caused by the pet. Any balance from the deposit after deduction for damages will be refunded to the tenant.

**Section III. Exclusions**

This Policy does not apply to animals that are used to assist persons with disabilities. CHA must grant this exclusion if the following is provided:

- The tenant or prospective tenant certifies in writing that the tenant or a member of his or her family is a person with a disability;
- The animal has been trained to assist persons with that specific disability; and
- The animal actually assists the person with a disability.

**Adopted 03/18/2003**

**RESIDENT ACKNOWLEDGMENT**

After reading and/or having read to me the above Animal and Pet Ownership Policy, I \_\_\_\_\_ agree to the following:

(print name)

I agree to abide by the requirements outlined in this Animal and Pet Ownership Policy, and agree to keep the pet(s) in accordance with the said Policy.

I agree and understand that I am liable for any damage or injury whatsoever caused by my pet(s) and shall pay the landlord or applicable party for any damages or injury caused by the pet. I understand that CHA recommends that I obtain liability insurance for pet ownership and that paying for the insurance is my responsibility. I agree to accept full responsibility and will not hold CHA liable and herewith indemnify CHA for any claims by or injuries to third parties or their property caused by my pet(s).

I agree to pay a non-refundable fee of \$\_\_\_\_\_ to CHA to cover some of the additional operating costs incurred by CHA. I also understand that this fee is due and payable prior to my bringing any pet onto CHA premises.

I agree to pay a refundable pet deposit of \$\_\_\_\_\_ to CHA. I understand that I may pay the deposit in four (4) installment payments. I agree that the Deposit is to be paid in full prior to my bringing any pet onto CHA premises.

I agree that the pet deposit may be used by CHA at the termination of the lease or upon removal of the pet, toward payment of any pet-related damaged.

I agree and understand that violations of this Animal and Pet Ownership Policy will result in the removal of the pet(s) from the property of CHA.

I further state that I have made arrangements for proper care of my pet in an emergency when I am unable to do so. My emergency pet caretaker is \_\_\_\_\_ Address: \_\_\_\_\_, telephone \_\_\_\_\_. I understand if this person is not available to care for my pet in my absence that CHA may have the pet removed from the premises.

\_\_\_\_\_ Date: \_\_\_\_\_  
Tenant Signature

\_\_\_\_\_ Date: \_\_\_\_\_  
CHA Representative

# **Columbia Housing Authority**

## **Resident Advisory Board (RAB)**

"It is the mission of the CHA Resident Advisory Board to facilitate positive communication and understanding among residents and administrators of CHA in order to create opportunities to continually improve affordable housing and the environment of the community."

### **TERM EXPIRES SEPTEMBER 30, 2005**

Connie Davidson - Paquin  
Greg Griffin - Section 8  
Dallas Humphrey - Paquin  
Pat Jones - Section 8  
Robert Phelps - Section 8  
Bob Pund - Paquin  
Michael Smith - Section 8  
James Watts - Oak

### **TERM EXPIRES SEPTEMBER 30, 2006**

Betty Countryman - Oak  
Karin Davis - Paquin  
Loretta Hauser - Paquin  
Ruth Hook - Paquin  
Nancy Kievit - Section 8  
Yusuf Lat - Downtown  
Bernadine Lile - Downtown  
Ken Sappington - Paquin  
William R. Turpin - Oak  
Sharena Wallace - Bear Creek  
William Woodward - Downtown

## COMMISSIONERS

### CURRENT COMMISSIONERS

*Marvin Kinney* was initially appointed a Commissioner in 1990; he currently serves as Chair. *Genie Rogers* was initially appointed a Commissioner in 1990; she currently serves as Vice-Chair.

*Mary Anne McCollum* was initially appointed a Commissioner in 1997.

*Fred J. Parry* was appointed to his first four-year term in 1999.

*Jeffrey Johnson* was appointed to fill an unexpired term in 2003 and was reappointed

### BACKGROUND

The Board of Commissioners is empowered as the governing body of CHA under the Missouri Housing Authorities Law, Chapter 99 RSMo. The first Commissioners in Columbia were appointed in 1956 when the City of Columbia organized the Columbia Housing Authority. Commissioners serve without pay. The Mayor appoints five Commissioners to serve four-year terms. In 1998, the Housing Reform Act mandated that a program participant be appointed to the Board of Commissioners.

The Commissioners meet monthly on the third Tuesday at 5:30 p.m. Meeting locations are rotated among the public housing

### COMMISSION WORK

As the governing body of the Columbia Housing Authority, the Commission adopts policies for CHA operations, approves new programs, adopts budgets, and hires the Executive Director, who serves as the Corporate Secretary.

The Commissioners hold an annual retreat to recognize new employees, present employee awards, and schedule guest speakers to provide an overview of pertinent local issues.

The Board of Commissioners is responsible for compliance with the Annual Contributions Contract between CHA and the U.S. Department of Housing and



## HOMEOWNERSHIP PROGRAM FOR PUBLIC HOUSING RESIDENTS

A partnership has been developed between Columbia Community Development Corporation (CCDC) and the Housing Authority of the City of Columbia, Missouri, (CHA) to provide home purchase assistance for CHA residents to purchase homes built by CCDC.

In addition, Public Housing residents in good standing may obtain mortgage financing through other agencies and financial institutions for participation in this homeownership program. Second mortgage requirements as described below will apply to all homeownership closings under this program. Homeowner counseling is required for Public Housing residents.

### **Background:**

Columbia Community Development Corporation was formed in 1994 by 7 local banks. CCDC was conceived as a vehicle by which local banks could pool resources to address community needs that were outside of normal banking activities.

Administrative functions for CCDC are provided by Enterprise Development Corporation, Michael Crist, Director, located in Columbia, Missouri.

The primary objective of CCDC is to improve the quality of housing in Columbia's most disadvantaged neighborhoods, while making new housing available to the residents of those neighborhoods. Homes built by CCDC are 2 or 3 bedroom, roughly 1,100 square feet, two bath modern homes designed to fit the character of the neighborhood.

In seeking the maximum impact from this effort, CCDC purchases deteriorated housing that is dangerous or detracting to the neighborhoods, demolishes and replaces them with new units. The corporation's focus is to improve the image and condition of the neighborhoods without driving out the people who live there now.

At full cost the homes being built by CCDC would be priced at \$85,000 to \$95,000, much too high for the low to moderate-income families who currently live in these neighborhoods. To keep the homes priced in a range that low-income families can afford, CCDC has used a number of partnerships and contributions toward this effort:

1. City of Columbia. The City of Columbia provides between \$9,000 and \$19,000 as a "soft second" mortgage to low and moderate-income families. These loans are forgiven 20% a year over five years, at the end of which the loan is totally forgiven. This helps to lower the final cost into the range that low- to moderate-income families can afford.
2. Columbia Public School Building Trades Class. The Building Trades Class is building two homes a year as part of their vocational training programs. Savings are roughly \$10,000 a year for those homes.
3. Discounts from material suppliers.
4. Enterprise Development Corporation donates administrative services to CCDC with an annual value of approximately \$20,000.

5. Whenever possible, CCDC home buyers utilize the Missouri Housing Development Commission's First Time Home Buyer program to lower their interest expense.

**The Problem:**

It is key to this project that the homes being built be affordable to the low- and moderate-income families who currently reside in these neighborhoods. This requires that the monthly cost of the home to the buyer not exceed what they would pay for rent, or roughly \$550 a month in the current environment. Depending on the loan interest rate, this translates into a maximum loan amount of approximately \$60,000.

Rising cost of lots, increase in materials costs, and fluctuating mortgage interest rates all make it difficult to meet this final cost to the buyer requirement. CCDC is continually seeking additional ways to lower the final costs to the home buyer and make these homes affordable to our target population.

**The solution:**

CHA will provide opportunities for CHA residents to purchase CCDC new homes. CHA will provide up to \$10,000 as additional "soft second" funds per home to lower the purchase price and the mortgage for CHA residents who qualify for homeownership under CCDC criteria. This subsidy would be in addition to other support provided by the City of Columbia and others, and would make these homes more affordable to low- and moderate-income families.

The transaction would be structured as a "soft second mortgage" which would be forgiven 20% a year over five years. If the homeowner sells the home in that time to a non-income eligible buyer, the portion not yet forgiven would be required to be paid back and returned to CHA for reallocation to another resident. Funds would all be applied directly to the purchase price of the home.

**THE HOUSING AUTHORITY OF  
THE CITY OF COLUMBIA, MO  
(CHA)**

**SECTION 8 HOMEOWNERSHIP  
PROGRAM**

**PROGRAM GUIDE**

## A. Overview

The Section 8 Homeownership Program permits eligible participants in the Section 8 Housing Choice Voucher Program the option of purchasing a home with their Section 8 assistance rather than renting. The homeownership option is voluntary and available to current participants who have completed an initial Section 8 lease term of at least 12 months, do not owe monies to the Housing Authority of the City of Columbia, MO or any other housing agency as a result of prior participation in any federal housing program and meet the eligibility criteria as listed in this program guide. In addition, a Family may not be eligible for CHA's Section 8 Homeownership Program if they are in violation of their Section 8 Family Obligations.

Section 8 homeownership assistance may be used to purchase the following type of homes within the City of Columbia and Boone County area: new or existing single-Family dwelling unit, condominium, cooperatives or manufactured homes.

## B. Family Eligibility Requirements

Participation in CHA's Section 8 Homeownership Program is voluntary. The Family must satisfy all of the following initial requirements at commencement of homeownership assistance:

- ❑ The participant has been on the Section 8 Housing Choice Voucher Program for at least 12 months
- ❑ The participant doesn't owe any monies to the Housing Authority of the City of Columbia or any other housing agency as a result of prior participation in any federal housing program
- ❑ The Family is a first-time homeowner  
*(No member of the household has had ownership interest in any residence during the three years prior to the homeownership assistance. However, a single parent or displaced homemaker who while married, owned a home with a spouse or resided in a home with a spouse, is considered a first-time homeowner)*
- ❑ The Family meets the minimum income requirement  
*The head of the household, spouse and/or other adult household members who will own the home, must have a gross annual income at least equal to the Federal minimum hourly wage multiplied by 2000 hours ( $\$5.15 \times 2000 = \$10,300$ ). For disabled families, the minimum income requirement is \$6540.*
- ❑ The Family satisfies the employment requirement  
*Each Family must demonstrate that one or more adult members of the Family who will own the home is employed full-time (not less than an average of 30 hours per week) and has been continuously employed for at least one year prior to being eligible for the homeownership program (Exceptions allowed for elderly*

*and disabled families). Changes of employment involving a lapse of less than one-month duration will be considered as continuous employment.*

- ❑ The Family has not defaulted on a mortgage securing debt to purchase a home under any previous HUD programs
- ❑ The Family does not have present ownership/interest in a residence
- ❑ The Family or any household member is not related to the seller
- ❑ The Family is financially capable to qualify for approved financing
- ❑ The Family is capable of providing at least 3% of the purchase price as a minimum downpayment
- ❑ The Family has attended and completed Pre-Homeownership Counseling Workshop designed to outline topics such as home maintenance, budgeting, credit counseling, etc. (CHA is currently seeking homeownership counseling agencies to participate in CHA's Section 8 Homeownership Program)

### **C. Homeownership Counseling Program**

A Family's participation in the homeownership program is conditioned on the Family attending and successfully completing a homeownership and housing counseling program approved by CHA prior to commencement of homeownership assistance.

CHA will seek out organizations that are able to provide homeownership and housing counseling classes that contain the following topics:

- How to find a home
- Advantages of purchasing in an area that does not have a high concentration of low-income families
- Financing aspects such as obtaining financing and loan pre-approvals, types of financing, and pros and cons of different financial packages
- Information on fair housing, fair housing lending and local enforcement agencies
- Information about RESPA, state and Federal truth-in-lending laws, how to avoid loans with oppressive terms and conditions
- Home maintenance
- Budgeting and money management
- Credit counseling and credit repair

#### **D. Locating a Home**

Once a Family has been determined to be eligible for participation in the Section 8 Homeownership Program, a Family shall have ninety (90) days to locate a home to purchase. A home shall be considered located if the Family submits an accepted purchase or sales agreement in addition to a proposal or commitment from a bank or lender. For good cause, CHA may extend the Family's time to locate the home for an additional thirty (30) days. During the Section 8 participant's search for a home to purchase, their Section 8 rental assistance shall continue. If the participant is unable to locate a home within this time limit, the Family's assistance shall continue through the Section 8 Housing Choice Voucher Program.

#### **E. Completion of Purchase**

Once a Family has located a home to purchase and receives approved financing, the Family shall have an additional sixty (60) days to complete the purchase and close. If the Family is unable to complete the purchase and close within the maximum time permitted by CHA, the Family shall continue their participation on the Section 8 Housing Choice Voucher Program. The Family may not re-apply for the Section 8 Homeownership Program until the Family has completed an additional year of participation in the Section 8 Housing Choice Voucher Program.

#### **F. Eligible Units**

The unit selected by the participant on the Section 8 Homeownership Program must be either under construction or already existing at the time CHA determines that the Family was considered eligible for the homeownership program. The unit must be a one-unit property or a single dwelling unit or condominium.

The participant Family must not purchase a home if CHA has been informed (by HUD or otherwise) that the seller of the home is debarred, suspended, or subject to a limited denial of participation.

The proposed unit must be inspected by the Section 8 Inspectors contracted with CHA and pass inspection in accordance with Housing Quality Standards (HQS) and the City of Columbia's BOCA National Property Maintenance Code 1996 as revised and adopted by the City of Columbia's Protective Inspections Division. In addition, the unit must be inspected by an independent inspection. All violations must be corrected before the closing of the home.

#### **G. Purchase or Sales Agreement**

Prior to the execution of the offer to purchase or sales agreement, the Family must provide the financing terms to CHA for approval. The purchase or sales agreement must provide for inspection by CHA and the independent inspector and must state that the purchaser is not obligated to purchase unless the inspections are satisfactory to

CHA. The purchase or sales agreement must provide that the purchaser is not obligated to purchase if the mortgage financing terms are not approved by CHA. A copy of the purchase agreement must be submitted to CHA for approval.

The contract of sale must: (i) specify the price and other terms of sale by the seller to the purchaser (ii) provide that the purchaser will arrange for a pre-purchase inspection of the dwelling unit by an independent inspector selected by the purchaser (iii) provide that the purchaser is not obligated to purchase the unit unless the inspection is satisfactory to the purchaser (iv) provide that the purchaser is not obligated to pay for any necessary repairs (v) contain a certification from the seller that the seller has not been debarred, suspended, or subject to a limited denial of participation under 24 CFR part 24.

## **H. Initial Inspections**

To assure the home complies with the Section 8 Housing Choice Voucher Housing Quality Standards, homeownership must not commence until CHA has inspected and approved the home. Prior to acceptance, the home will be inspected by a CHA Inspector to ensure the unit complies with Housing Quality Standards (HQS) and/or local codes, whichever applies.

A professional home inspector selected by the Family and approved by CHA must also complete another inspection. The independent inspection must cover major building systems and components, including foundation and structure, housing interior and exterior, and roofing, plumbing, electrical and heating systems. The independent inspector must be qualified to report on property conditions, including major building systems and components and be certified. The independent inspector may not be a CHA employee or contractor or other person under control of CHA. CHA may not pay for any homeownership assistance for the Family until CHA has reviewed the inspection report of the independent inspector. CHA also has the discretion to disapprove the unit for assistance under the homeownership program because of negative information in the inspection reports.

## **I. Financing Requirements**

The proposed financing terms must be submitted to and approved by CHA prior to the close of the financing. CHA shall determine the affordability of the Family's proposed financing. In making such a determination, CHA may take into account other Family expenses including but not limited to childcare, unreimbursed medical expenses and other outstanding debts. Certain types of financing, including but not limited to, balloon payment mortgages, are prohibited and will not be approved. Owner-financed purchase agreements are not eligible for participation. If a mortgage is not FHA-insured, CHA will require the lender to comply with generally accepted mortgage underwriting standards consistent with those of HUD/FHA, Ginnie Mae, Fannie Mae, Freddie Mac, the Federal Home Loan Bank, or other private lending institutions. CHA may disapprove proposed financing, refinancing or other debit if it is determined that the debt is unaffordable, or if

the lender or the loan terms do not meet the qualifications as set forth by CHA. The buyer must provide at least 3% of the purchase price for the down payment. 1% of the 3% requirement must be provided by personal funds of the Family.

#### **J. Compliance with Family Obligations**

A Family must agree, in writing, to comply with all Family obligations under the Section 8 Housing Choice Voucher Program and CHA's homeownership policies. These obligations include (1) attending ongoing homeownership counseling, if required by CHA; (2) complying with the mortgage terms; (3) not selling or transferring the home to anyone other than a member of the assisted Family who resides in the home while receiving homeownership assistance and who is approved by CHA; (4) not refinancing or adding debt secured by the home without prior approval by CHA; (5) not obtaining a present ownership interest in another residence while receiving homeownership assistance; (6) supplying all required information to CHA, including but not limited to annual verification of household income, notice of change in homeownership expenses, notice of move-out and notice of mortgage default; and (7) allowing inspections of the home and maintaining the unit in a decent and safe manner.

#### **K. Amount of Assistance**

The amount of the monthly assistance payment will be based on three factors: the voucher payment standard for which the Family is eligible; the monthly home ownership expense; and the Family's household income. CHA shall pay a monthly homeownership assistance payment directly to the lender on behalf of the Family that is equal to the *lower* of:

- (1) The payment standard minus the total tenant payment; or
- (2) The Family's monthly homeownership expenses minus the total tenant payment

Homeownership expenses for a homeowner may include principal and interest on mortgage debt, any mortgage insurance premium incurred to finance the home, real estate taxes, any public assessments on the property, home insurance, CHA allowance for maintenance expenses and costs of repairs and replacements and the utility allowance as determined by CHA. Homeownership expenses shall not exceed 40% of the household adjusted income. All participants in the Section 8 Homeownership Program shall be required to apply for the homestead tax exemption.

#### **L. Payment to the Lender**

CHA will provide the lender with notice of the amount of the housing assistance payment prior to close of escrow and will pay CHA's contribution towards the Family's homeownership expenses directly to the lender or to a designated, limited access checking account for the mortgage activity. The Family will be responsible to submit the Family's portion of the mortgage payment directly to the lender or to a designated, limited access checking account for the mortgage activity in a timely manner to allow

the transfer of funds by the lender and/or mortgage servicer and within the terms of the mortgage loan agreement.

## **M. Termination of Section 8 Homeownership Assistance**

### *Automatic Termination of Homeownership Assistance*

Homeownership Assistance for a Family automatically terminates 180 calendar days after the last housing assistance payments on behalf of the Family.

### *Grounds for Termination of Homeownership Assistance*

#### 1. Obligations

A Family's homeownership assistance may be terminated if the Family fails to comply with its obligations under the Section 8 Housing Choice Voucher Program, CHA Homeownership policies or if the Family defaults on the mortgage.

If required, the Family must attend and complete on-going homeownership and housing counseling classes and permit on-going inspections.

The Family must comply with the terms of any mortgage incurred to purchase and/or refinance the home. The Family must provide CHA with written notice of:

- any sale or transfer of any interest in the home
- any plan to move out of the home **prior** to the move
- the Family's household income and homeownership expenses on an annual basis
- any notice of mortgage default received by the Family
- any other notices which may be required by CHA's homeownership policies

Except as otherwise provided in this Guide, the Family may not convey or transfer the home to any entity or person other than an approved member of the assisted Family while receiving homeownership assistance. CHA shall terminate homeownership assistance at any time in accordance with CHA's Section 8 Housing Choice Voucher Administrative Plan including but not limited to failure to comply with Family Obligations, crime by Family members and/or misrepresentation or information or fraud.

#### 2. Occupancy of Home

Homeownership assistance will only be provided while the Family resides in the home. The home must be the Family's only residence. If the Family moves out of the home, CHA will not continue homeownership assistance commencing with the month after the Family moves out.

### 3. Changes in Income Eligibility

A Family's homeownership assistance may be changed during the annual recertification of the household income and at other times according to CHA's policy of interim changes while the Family is participating in the Section 8 Homeownership Program. Participation in the Section 8 Homeownership Program shall continue until such time as the assistance payment equals \$0.00 for the period of 180 consecutive days (6 months) and according to the term of the Section 8 Homeownership Program.

### 4. Maximum Terms of Homeownership Assistance

Except in the case of a Family that qualifies as an elderly or disabled household, the Family members participating in the Section 8 Homeownership Program shall not receive homeownership assistance for more than (1) fifteen years (if the initial mortgage incurred to finance the home has a term of 20 years or longer; or (2) ten years, in all other cases.

If the Family qualifies as an elderly Family at the time of initial homeownership assistance, the maximum term of assistance does not apply. If during the course of homeownership assistance, the Family ceases to qualify as a disabled or elderly Family, the maximum term becomes applicable from the date that the homeownership assistance commenced; provided however, that such Family be eligible for at least an additional 6 (six) months of homeownership assistance after the maximum term becomes applicable.

### 5. Procedure for Termination of Homeownership Assistance

A participant in the Section 8 Homeownership shall be entitled to the same termination notice and informal hearing procedures as set forth in CHA's Section 8 Administrative Plan.

## **XVII. SPECIAL PROGRAMS**

### **E. HOME RENTAL ASSISTANCE PROGRAM**

**1. The HOME Tenant-Based Rental Assistance (TBRA) program** is authorized under the U.S. Housing and Community Development Act of 1992. Federal regulations governing the administration of the program are contained in 24 CFR Parts 5 and 92. The Housing Authority of the City of Columbia, Missouri (CHA) will administer a local TBRA program under a Subrecipient Agreement between CHA and the City of Columbia, Missouri. This Agreement provides HOME Investment Partnership Program (HOME) funds from the U.S. Department of Housing and Urban Development (HUD) for the purpose of assisting low income and very-low income households to obtain decent, safe and affordable rental housing.

The mission of the program is:

**“To provide housing assistance to under-served populations of very-low income persons and families as defined under HUD HOME regulations.”**

The goal of the program is:

**“To obtain provide a stable living environment for the individual participants and families through the provision of housing assistance and supportive services for integration into the greater Columbia community”.**

Partnerships will be developed with participating local agencies to refer qualified and eligible individuals and families. The partnerships to be developed with local agencies to provide a support network for participants will include, but are not limited to, the Boone County Mental Health Court, the McCambridge Center, The Women’s Shelter, Probation and Parole, and other affiliated agencies.

Operation of this local HOME TBRA program will be consistent with provisions of the CHA Section 8 Administrative Plan adopted February 2002, as subsequently amended, except those provisions and forms specific to the HOME TBRA program as detailed in this addendum.

**2. Eligibility.** An eligible person for this local HOME TBRA program is a very-low income person or family as identified in the Consolidated Plan for the City of Columbia as persons with special needs. Very-low income is defined as an annual household income not in excess of 50 percent of the median income for the area, as published annually by HUD. During the period of assistance, CHA will annually determine that the family continues to be a low-income household to be eligible for continued assistance for the two-year term of the HOME TBRA grant.

### **3. Housing Provisions**

- A. The housing component of the TBRA Program will vary dependent on availability of local HOME funds and approval of renewal funding. Referral agencies are subject to change if program experience suggests a change to maintain full utilization.
- B. All housing units approved for participation must pass a physical inspection before the HOME rental assistance contract is signed. The inspection shall be conducted according to Housing Quality Standards as defined by HUD.
- C. The HOME TBRA program may be used only within the City of Columbia.
- D. HOME coupons are not portable to another jurisdiction.
- E. All contract rents must be reasonable based on rents that are charged for comparable unassisted rental units.
- F. The lease shall not contain prohibited lease provisions as contained in 24CFR 92.253.
- G. Part 5 Annual Income as defined in 24 CFR 5.609 shall be used for calculating income and allowances.
- H. The amount of the monthly assistance shall not exceed the difference between a rent standard for the unit size and 30 percent of the family's monthly adjusted income, as defined in 24CFR Parts 5 and 92.
- I. Rent standards shall be the same Payment Standards adopted by CHA for the Housing Choice Voucher Program and shall be based on the applicable fair market rent (FMR), or may exceed the FMR by up to 10% for 20% of the units assisted.
- J. The minimum rent shall be Twenty-Five Dollars (\$25.00).
- K. HOME funds may be used for security deposit grants not to exceed the equivalent of one month's rent for the unit, which shall be paid to the landlord. Any refund due the tenant at move-out shall be refunded to the tenant.
- L. HOME funds may be used for utilities deposits, which shall be paid to the utilities company.

**4. Service Provisions.** The services to be offered by the participating agencies in conjunction with the housing assistance are assessment, assertive case management, counseling, substance abuse and/or psychiatric rehabilitation, medication services, 24-hour support, crisis intervention and fiduciary services.

**5. Program Administration.** The program will be administered utilizing the following process:

- A. Based upon the eligibility criteria, participating agencies will make an initial case finding.

- B. The participating agency making the initial case finding will conduct an initial screening. The screening will include obtaining demographic information from the participating individual, a signed Agreement to Participate from the participating individual, and a provision of a brief orientation to the program.
- C. Referrals will be made to CHA based upon a determination that the potential participant is qualified and eligible for the HOME TBRA program.
- D. CHA will screen all adult household members for criminal history. The placement of individuals within the program is based solely on minimum eligibility requirements and the established criteria/recommendations of the participating agencies.
- E. The participating agency making a referral must also certify that the referral is in compliance with the following nondiscrimination laws on the basis of race, color, sex, religion, creed, national or ethnic origin, age, Family or marital status, handicap or disability or sexual orientation:
  - 1. The Fair Housing Act (42 USC 3601-19) and implementing regulations at 24 CFR 100; Executive Order 11063, as amended by Executive Order 12259 (3 CFR 1958-1963 Comp., p. 652 and 3 CFR 1980 Comp., p. 307) and implementing regulations at 24 CFR part 107; and Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and implementing regulations issued at 24 CFR part 1.
  - 2. The prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1974 (42 U.S.C. 6101-071) and implementing regulations at 24 CFR part 146.
  - 3. The prohibitions against discrimination against handicapped individuals under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR part 8.
- F. The participating agency making the referral must also certify that services including but not limited to any one of the following will be provided:
  - (1) assessment
  - (2) assertive case management
  - (3) counseling
  - (4) substance abuse and/or psychiatric rehabilitation
  - (5) medication services
  - (6) 24 hour support and crisis intervention
  - (7) fiduciary services

G. The participant may be referred to CHA for housing assistance by the participating agency, or the participant may make application directly to CHA. Applications will be coordinated through the Section 8 Specialist and Section 8 Assistant II. An interview date and time will be established to provide information to the participating agency. The participant should bring the following documents to the interview for use in determining household composition:

1. Picture identification (such as a driver's license, a state I.D., or an employment tag or badge) for the head(s) of household.
2. Social Security cards for all Family members. Social Security numbers that appear on valid driver's license may be used in place of a Social Security Card.
3. Birth Records for all Family members 18 years of age and younger.

H. The participating agency must have the case manager attend the interview.

I. CHA will conduct an intake interview with the participant. It will include a financial means questionnaire to verify income eligibility and perform the appropriate rent calculation. At this time, income verification from all sources of income including: Social Security, Aid to Families with Dependent Children, employment, Child Support, unemployment and/or retirement benefits, income from Family or friends and verification of all assets including privately owned homes, real estate and checking and/or savings accounts must be provided. Each participant must pay rent in accordance with Section 3(a) (1) of the U.S. Housing Act of 1937, which is the highest of:

1. 30 percent of the Family's monthly adjusted income;
2. 10 percent of the Family's monthly income; or
3. If the Family is Receiving payments for welfare assistance from a public agency and if part of the payments, adjusted in accordance with the Family's actual housing costs, is specifically designated by the agency to meet the Family's housing costs, the portion of the payments that is so designated; with the exception that the gross income of a person occupying intermediate care facility assisted under Title XIX of the Social Security Act is the same as if the person were being assisted under the Title XCVI of the Social Security Act.
4. Minimum rent as established by CHA's Board of Commissioners.

J. The participating agencies will assist individual participants with finding and maintaining their apartments.

K. Once a potential appropriately sized bedroom unit is located, CHA will perform a housing inspection. The unit must meet the applicable housing quality standards (HQS) under 24 CFR 882.109. Assistance will not be provided for units that fail to meet the HQS. CHA will also inspect the units at least annually to insure that the units continue to meet the HQS.

L. Participants must enter into an occupancy agreement for a term that is consistent with local practice.

## **6. Termination of Assistance**

Termination of assistance may occur when a participant or any member of tenant's household violates HOME TBRA program requirements or conditions of occupancy including but not limited to:

- A. Violation of terms of the HOME Coupon.
- B. Violation of terms of the lease.
- C. Refusal to accept services under the program from the referral agency.
- D. Illegal drug activities or violent criminal activities in or near the leased premises.
- E. Participant's household income exceeds the income limit for low-income households as defined by HUD

## **7. Grievance Procedures**

The CHA Grievance Procedure shall apply to the HOME TBRA program.

# TENANT BASED RENTAL ASSISTANCE (TBRA) CERTIFICATION

I certify that the selection of \_\_\_\_\_, Social Security number \_\_\_\_\_ for admission to the TBRA program administered by the Housing Authority of the City of Columbia, Missouri is in compliance with the following requirements for nondiscrimination on the basis of race, color, religion, sex, national origin, age, familial status and handicap:

(1) The Fair Housing Act (42 USC 3601-19) and implementing regulations at 24 CFR 100; Executive Order 11053, as amended by Executive Order 12259 (3 CFR 1958-1963 Comp., pp. 652 and 3 CFR 1980 Comp., p. 307) and implementing regulations at 24 CFR part 107; and Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and implementing regulations issued at 24 CFR part 146.

(2) The prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1974 (42 U.S.C. 6101-07) and implementing regulations at 24 CFR part 146.

(3) The prohibitions against discrimination against handicapped individuals under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR part 8.

I further certify that the above individual meets program requirements for participation in the local TBRA program and that the individual/family will receive case management services in conjunction with the housing assistance under the TBRA Program.

I further understand that by making this referral to CHA for the HOME TBRA program, I agree to provide documentation to CHA of the dollar value of case management services provided to this individual and family for matching fund purposes.

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agency

## Voluntary Conversion Required Initial Assessment

### (Attachment mo007r01)

The PHA must certify that it has reviewed each development's operations as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that conversion of the development may be: (i) appropriate because removal of the development would meet the necessary conditions for voluntary conversion described at §972.200(c); or (ii) inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion described at §972.200(c). A PHA can consider each covered development and determine, based on factors such as cost, ability to occupy the development, cost and/or workability of vouchers in the community that voluntary conversion may be appropriate or inappropriate. The assessment is non-binding and does not require a market study or detailed cost calculations.

After completing the required initial assessment, a PHA must retain documentation of the reasoning (which may be as short as a few sentences for a covered development) with respect to each required initial assessment and include the results as a supporting document to an agency's PHA Plan. The supporting document must be available for public inspection, but not submitted to HUD for review.

Prior to issuance of this rule, PHAs were not required to provide this information and as a result, the Voluntary Conversion Component (10 B) was "reserved" in the Plan template. Beginning with Fiscal Year 2002, all PHAs must address the following questions about their Required Initial Assessments to be included as a required attachment to the template (template questions will also be available on the PHA Plan website). In addition, PHAs must modify the "Annual Plan Table of Contents" and "Submission Checklist for the Small PHA Plan Update" to include this required attachment.

**Component 10 (B) Voluntary Conversion Initial Assessments**

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? **FOUR OF SIX DEVELOPMENTS**
- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **TWO OF SIX DEVELOPMENTS**
- c. How many Assessments were conducted for the PHA’s covered developments? **FOUR**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **NONE**

<b>Development Name</b>	<b>Number of Units</b>

- d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

**E I V**

ACOP  
&  
Admin Plan

**Certification**

# ACOP Excerpt

## **VIII. DEFINITIONS AND PROCEDURES FOR INCOME AND RENT**

(Effective at adoption by the Board of Commissioners unless superseded by applicable Federal law.)

To determine annual income, CHA counts the income of all family members, excluding the types and sources of income that are specifically excluded (see Section B below). Once the annual income is determined, all allowable deductions (allowances) are subtracted to determine the Total Tenant Payment.

### **A. Verification Of Income**

#### **Methods of Verification and Time Allowed**

CHA will verify information through **five** methods of verification acceptable to HUD in the following order:

1. **Enterprise Income Verification (EIV)**
2. Third-Party Written Verification
3. Third-Party Oral with Written Follow-Up
4. Review of Documents
5. Applicant Certification

**CHA employees must utilize the EIV system in compliance with the EIV Rules of Behavior set forth by HUD and the PIH-REAC System. CHA will conduct EIV screenings on each participant during the annual re-examination process. If information received from the EIV system conflicts with current or previous income documentation by an amount equal to or greater than \$100 per month or \$1200 per year, CHA will require families to provide supplemental information to accurately verify and report their incomes.**

CHA will allow two (2) weeks for return of third-party verifications. If third-party verifications are not returned within a two week time period from the dated request, CHA will pursue oral third-party verification by telephone, with a written notation by CHA staff on the proper verification form, placed in the tenant file, stating date and time of call and name and title of individual supplying the requested information, and recording the verified information.

# Admin Plan Excerpts

## IV. TOTAL TENANT PAYMENT (TTP) DETERMINATIONS

### A. INCOME AND ALLOWANCES

**INCOME:** Income from all sources of each family member 18 years and older of the household is counted, except full-time students. An Enterprise Income Verification (EIV) Match of earnings and work history will be done online for each applicable member of the household at initial certifications and annual recertifications. Interim matches may be done whenever CHA deems it appropriate.

Annual Income is the anticipated gross income from all sources, including net income derived from assets, received by the family head and spouse (even if temporarily absent) and by each additional family member, including all net income from assets for the 12-month period following the effective date of initial determination or re-examination of income, exclusive of income that is temporary, non-recurring, or sporadic as defined below or is specifically excluded from income by other federal statute.

## V. VERIFICATION PROCEDURES

### A. METHODS OF VERIFICATION AND TIME ALLOWED

CHA will verify information through four methods of verification acceptable to HUD in the following order:

1. Enterprise Income Verification (EIV)
2. Third-Party Written Verification
3. Third-Party Oral with Written Follow-Up
4. Review of Documents
5. Applicant Certification

CHA will also utilize HUD's Enterprise Income Verification (EIV) System in order to compare tenant reported income information to information reported by other state and federal agencies about tenant households served by CHA. This confidential data may not be used or re-disclosed for any purpose other than for the verification of the family's eligibility for rental assistance or for determining the amount of rental assistance benefits the family should receive. All CHA files containing this information will be safeguarded by clearly marking them "Confidential," and storing them in locked file rooms within the agency. Access to the locked file rooms is prohibited to the general public and reinforced with automated door lock systems requiring key code entry to that portion of the building.