

PHA Plans

Streamlined Annual Version

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

OMB No. 2577-0226
(exp. 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Streamlined Annual PHA Plan for Fiscal Year: 2005

PHA Name: Clovis Housing and Redevelopment Agency

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

Streamlined Annual PHA Plan Agency Identification

PHA Name: Clovis Housing and Redevelopment Agency **PHA Number:** NM002
PHA Fiscal Year Beginning: (mm/yyyy) 7/2005

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
Number of public housing units: 132 Number of S8 units: Number of public housing units:
Number of S8 units: 608

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

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

PHA Plan Contact Information:

Name: *Charlotte Molette, Executive Director* Phone: 505-769-7902, Ext. 12
TDD: Email (if available): *cmolette@3lefties.com*

Public Access to Information

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

PHA's main administrative office PHA's development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. Yes No.

If yes, select all that apply:

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

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

Main business office of the PHA PHA development management offices
 Other (list below)
 ▪ *Clovis Public Library*

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

iii. Table of Contents

[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

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<input checked="" type="checkbox"/> 2. Capital Improvement Needs 903.7(g) Statement of Capital Improvements Needed	6
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<input checked="" type="checkbox"/> 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report (<i>nm002a01</i>)	
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- 2002 Capital Fund Program Performance and Evaluation Report (<i>nm002c01</i>)	
- 2003 Capital Fund Program Performance and Evaluation Report (<i>nm002d01</i>)	
- 2004 Capital Fund Program Performance and Evaluation Report (<i>nm002e01</i>)	

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

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

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

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

Executive Summary

The Clovis Housing and Redevelopment Agency has prepared this Annual Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and in accordance with HUD requirements.

The purpose of the PHA Plan is to provide a framework for performing local accountability and to provide an easily identifiable source by which public housing residents, participants in the tenant-based assistance program and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.

The Mission Statement and the Goals and Objectives are based on information contained in our jurisdiction's Consolidated Plan and will assure that our residents will receive the utmost customer service.

Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Admissions and Occupancy Policy and Section 8 Administrative Plan are the two primary policies on display. These important documents cover the public housing tenant selection and assignment plan, outreach services, PHA's responsibility to Section 8 owners/landlords, grievance procedures, etc.

The most important challenges to be met by the Clovis Housing and Redevelopment Agency during FY 2005 are to:

- *Comply with HUD's Rental Housing Integrity Project (RHIP Incentive);*
- *Maintain PHAS High Performer Status;*
- *Maintain SEMAP High Performer Status;*
- *Continue to promote Section 8 Voucher Program Homeownership;*
- *Preserve and improve the public housing stock through the Capital Funds activities*
- *Continue to involve the public housing residents and the Section 8 participants through the Annual Plan Resident Advisory Board;*
- *Train staff and commissioners to fully understand and take advantage of opportunities in the new law and regulations to better serve our residents and the community; and*
- *Identify, develop and leverage services to enable low-income families to become Self-Sufficient.*

In closing, this Annual PHA Plan exemplifies the commitment of the Clovis Housing and Redevelopment Agency to meet the housing needs of the full range of low-income residents. The Clovis Housing and Redevelopment Agency, in partnership with agencies from all levels of government, the business community, non-profit community groups, and residents will use this plan as a road map to reach the "higher quality of life" destination for the City of Clovis. The CHRA, in its efforts to promote self-sufficiency and homeownership, will strive to assist its residents and participants to fulfill "the American Dream" of owning their own home.

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

Not Applicable – the PHA does not maintain Site-Based Waiting Lists

[24 CFR Part 903.12(c), 903.7(b)(2)]

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

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? *No*
 If yes, complete the following table; if not skip to B.

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

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

Not Applicable – the PHA does not plan to operate Site-Based Waiting Lists

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 next component.

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)

2. Capital Improvement Needs

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

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

A. Capital Fund Program

1. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.

See Attachment nm002a01 - 2005 Capital Funds Annual Submission and Attachment nm002b01- Capital Funds Five Year Action Plan (2006-2009)

2. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund) *Not Applicable*

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

1. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).

1. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status
a. Development Name:
b. Development Number:
c. Status of Grant: <input type="checkbox"/> Revitalization Plan under development

<input type="checkbox"/> Revitalization Plan submitted, pending approval
<input type="checkbox"/> Revitalization Plan approved
<input type="checkbox"/> Activities pursuant to an approved Revitalization Plan underway

3. Yes No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name(s) below:
4. Yes No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
5. Yes No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

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

(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

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

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?25

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:

The homeownership option is used to assist a family residing in a home purchased and owned by one or more members of the family.

The CHRA must approve a live-in aide, if needed as a reasonable accommodation, so that the program is readily accessible to and usable by persons with disabilities.

The CHRA will offer the homeownership option only to participating families who:

- *Have completed an initial 1 year Lease Term with CHRA in the past 12 months and does not owe CHRA or any other Housing Authority an outstanding debt, and must meet the eligibility criteria set forth herein.*
- *The CHRA will limit issue of homeownership vouchers to a maximum total of twenty-five (25) families assisted at any given time.*

Eligibility Requirements

The family must meet all of the requirements listed below before the commencement of homeownership assistance:

- *The family must be eligible for the Housing Choice Voucher Program.*
- *The family must qualify as a first-time homeowner, or may be a co-operative member.*
- *The family must meet the Federal minimum income requirement: **Unless the family is disabled**, the family must have a gross annual income equal to the Federal minimum wage multiplied by 2000, based on the income of adult family members who will own the home. Unless the family is elderly or disabled, income from welfare assistance will not be counted toward this requirement. **For elderly or disabled families, welfare assistance shall be included only as if pertains to those adult elderly or disabled family members who will own the home.***
- ***Unless the family is elderly or disabled**, the family must meet the Federal minimum employment requirement: At least one adult family member who will own the home must be currently employed full time and must have been continuously employed for one year prior to homeownership assistance. HUD regulations define “full-time employment” as not less than an average of 30 hours/week. * A family member is considered to be continuously employed even if that family has experienced a break in employment, provided that the break in employment:*
 - *did not exceed 7 calendar days; and*
 - *did not occur within the 6 month period immediately prior to the family’s request to utilize the homeownership option; and*
 - *has been the only break in employment within the past 12 calendar months.*
- *Any family member who has previously defaulted on a mortgage obtained through the homeownership option is barred from receiving future homeownership assistance.*

The CHRA will impose the following additional initial requirements:

- *The family has had no family-caused violations of HUD's Quality Standards within the past 12 months.*
- *The family has not committed any serious or repeated violations of a PHA-assisted lease within the previous 12 months.*
- *FSS participation is not required; however, if applications exceed the maximum number allowed, FSS will be given preference.*
- *The family must have a current Housing Choice Voucher that can be converted to a Homeownership Voucher.*

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

- *Offer Homeownership Counseling Workshop every 2-3 months, including explanation of Homeownership Voucher Program and requirements.*
- *Offer quarterly workshops on financial management to include homeownership finances information.*
- *Verify eligibility and readiness of applicants, issue vouchers, and require monthly updates on progress.*
- *Continue to market the program to lenders and real estate professionals.*
- *Continue to market the program to agencies working with elderly, disabled, and working families.*
- *Continue to update staff training on requirements and eligibility*
- *Partner with community services agencies for training, referrals, and marketing*
- *Keep certifications current within the Agency for Housing Counseling and HQS inspections*
- *Utilize opportunities for staff education on homeownership issues, e.g.: real estate laws, contract law, manufacturing home licensing criteria, credit reports, lending institution criteria, etc.*

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

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

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary

- mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):
- *The Housing Agency has certified housing counselors, certified housing inspectors and has had three (3) closings.*

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If the answer is “no,” go to the next component. If yes, answer the following questions.

1. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply: *N/A*
 - low utilization rate for vouchers due to lack of suitable rental units
 - access to neighborhoods outside of high poverty areas
 - other (describe below:)
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts): *N/A*

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: (provide name here) *State of New Mexico*
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 on its waiting lists on the needs expressed in the Consolidated Plan/s.
 - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - Other: (list below)

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

- *Provide decent housing*
- *Provide a suitable environment*
- *Expand economic opportunities*

6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;	5 Year and Annual Plans
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan	Streamlined Annual Plans
X	Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input 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	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary) Not applicable this plan year.	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/A	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	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
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
N/A	Consortium agreement(s) and for Consortium Joint PHA Plans Only: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

See Attachment nm002a01

Annual Statement/Performance and Evaluation Report

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

PHA Name:	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				

See Attachment nm002b01
Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name					<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:	
	Annual Statement					
CFP Funds Listed for 5-year planning						
Replacement Housing Factor Funds						

Capital Fund Program Five-Year Action Plan See Attachment nm002b01					
Part II: Supporting Pages—Work Activities					
Activities for Year : __ __ FFY Grant: PHA FY:			Activities for Year: __ __ FFY Grant: PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Total CFP Estimated Cost					

CAPITAL FUND PROGRAM TABLES START HERE

Attachment nm002a01

Annual Statement /Performance and Evaluation Report 2/15/2005
Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Clovis Housing & Redevelopmental Agency	Grant Type and Number: Capital Fund Program No: NM2PO02501-05 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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- Original Annual Statement
 Reserved for Disasters/Emergencies
 Revised Annual Statement/Revision Number _____
 Performance and Evaluation Report for Program Year Ending _____
 Final Performance and Evaluation Report for Program Year Ending _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	0.00			
3	1408 Management Improvements	20,000.00			
4	1410 Administration	28,879.00			
5	1411 Audit	1,000.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	25,000.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	10,000.00			
10	1460 Dwelling Structures	161,810.00			
11	1465.1 Dwelling Equipment-Nonexpendable	14,000.00			
12	1470 Nondwelling Structures	0.00			
13	1475 Nondwelling Equipment	5,000.00			
14	1485 Demolition	0.00			
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 Collateralization or Debt Service	0.00			
20	1502 Contingency	23,103.00			
21	Amount of Annual Grant (sums of lines 2-20)	\$288,792.00			
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	0.00			
25	Amount of Line 21 Related to Security - Hard Costs	0.00			
26	Amount of Line 21 Related to Energy Conservation Measures	80,000.00			

Annual Statement/Performance and Evaluation Report

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

2/15/2005

Part II: Supporting Pages

PHA Name: Clovis Housing & Redevelopmental Agency		Grant Type and Number: Capital Fund Program No: NM2PO02501-05 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Staff Development/General Technical Assistance	1408		10,000.00				
HA-Wide	Upgrade computers	1408		10,000.00				
HA-Wide	Partial Salaries and Benefits	1410		28,879.00				
HA-Wide	Capital Fund Part of Audit	1411		1,000.00				
HA-Wide	A&E Services, Planning Costs	1430		25,000.00				
Dev. 2-1	Painting Trim	1450		10,000.00				
HA-Wide	Water Heater Replacement	1460	13	4,000.00				
Dev. 2.2	Replace Windows	1460	32	80,000.00				
Dev 2.1	Comp MOD of Units	1460	2	77,810.00				
HA-Wide	New Refrigerators	1465	20	8,000.00				
HA-Wide	New Ranges	1465	20	6,000.00				
HA-Wide	Tools and Equipment	1475		5,000.00				
HA-Wide	Contingency	1502		23,103.00				
Total 2005					\$288,792.00			

CAPITAL FUND PROGRAM TABLES START HERE

Attachment nm002c01

Annual Statement /Performance and Evaluation Report	2/15/2005
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)	

PHA Name: Clovis Housing & Redevelopmental Agency	Grant Type and Number: Capital Fund Program No: NM02PO02501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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|---|---|--|
| <input type="checkbox"/> Original Annual Statement | <input type="checkbox"/> Reserved for Disasters/Emergencies | <input type="checkbox"/> Revised Annual Statement/Revision Number _____ |
| <input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 12/31/04 | | <input type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending _____ |

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	0.00		0.00	0.00
3	1408 Management Improvements	20,000.00		20,000.00	20,000.00
4	1410 Administration	30,307.00		30,307.00	30,307.00
5	1411 Audit	1,201.00		1,201.00	1,201.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	21,000.00		21,000.00	21,000.00
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	23,000.00		23,000.00	18,055.91
10	1460 Dwelling Structures	163,153.00		163,153.00	163,153.00
11	1465.1 Dwelling Equipment-Nonexpendable	10,764.00		10,764.00	10,764.00
12	1470 Nondwelling Structures	28,652.00		28,652.00	28,652.00
13	1475 Nondwelling Equipment	5,000.00		5,000.00	5,000.00
14	1485 Demolition	0.00		0.00	0.00
15	1490 Replacement Reserve	0.00		0.00	0.00
16	1492 Moving to Work Demonstration	0.00		0.00	0.00
17	1495.1 Relocation Costs	0.00		0.00	0.00
18	1499 Development Activities	0.00		0.00	0.00
19	1501 Collateralization or Debt Service	0.00		0.00	0.00
20	1502 Contingency	0.00		0.00	0.00
21	Amount of Annual Grant (sums of lines 2-20)	\$303,077.00		\$303,077.00	\$298,132.91
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	144,000.00		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

2/15/2005

PHA Name: Clovis Housing & Redevelopmental Agency		Grant Type and Number: Capital Fund Program No: NM02PO02501-02 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
HA Wide	Operations	1406		0.00		0.00	0.00		
HA Wide	Management, Staff, and Residential Development	1408		10,000.00		10,000.00	10,000.00	100% Completed	
HA Wide	Up-grade Computers	1408	8	10,000.00		10,000.00	10,000.00	100% Completed	
HA Wide	Partial Salaries and Employee Benefits	1410		30,307.00		30,307.00	30,307.00	100% Completed	
HA Wide	Audit	1411		1,201.00		1,201.00	1,201.00	100% Completed	
HA Wide	Hire A&E Professional Services	1430		21,000.00		21,000.00	21,000.00	100% Completed	
HA Wide	Landscaping & Tree Removal	1450	1	10,000.00		10,000.00	8,055.91	81% Completed	
Dev. 2-1	Replace Sidewalks	1450	1	10,000.00		10,000.00	10,000.00	100% Completed	
Dev. 2-1	Upgrade Electrical Services-Pole	1450	1	3,000.00		3,000.00	0.00		
HA Wide	New Water Heaters	1460	13	2,453.00		2,453.00	2,452.50	100% Completed	
Dev. 2-1	Dryer Vents	1460	132	7,073.00		7,073.00	7,072.76	100% Completed	
Dev. 2-1	Replace Electrical Panel and Services	1460	78	29,455.00		29,455.00	29,512.81	100% Completed	
Dev. 2-1	Replace Heaters	1460	43	107,098.00		107,098.00	107,097.07	100% Completed	
Dev. 2-2	Closet Doors	1460	30	12,074.00		12,074.00	12,073.29	100% Completed	
Dev. 2-2	Exterior Paint	1460	12	5,000.00		5,000.00	4,944.57	99% Completed	
HA Wide	New Refrigerators	1465	20	7,040.00		7,040.00	7,040.00	100% Completed	
HA Wide	New Ranges	1465	10	3,724.00		3,724.00	3,724.00	100% Completed	
Dev. 2-1	Mod. Admin Office	1470	1	28,652.00		28,652.00	28,652.00	100% Completed	
HA Wide	New Equipment and Tools	1475	5	5,000.00		5,000.00	5,000.00	100% Completed	
Total 2002						\$303,077.00	\$303,077.00	\$298,132.91	98% Completed

CAPITAL FUND PROGRAM TABLES START HERE

Attachment nm002d01

2/15/2005

Annual Statement /Performance and Evaluation Report		
Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary		
PHA Name: Clovis Housing & Redevelopmental Agency	Grant Type and Number: Capital Fund Program No: NM02PO02501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003

Original Annual Statement
 Reserved for Disasters/Emergencies
 Revised Annual Statement/Revision Number 1
 Performance and Evaluation Report for Program Year Ending **12/31/04**
 Final Performance and Evaluation Report for Program Year Ending _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	0.00		0.00	0.00
3	1408 Management Improvements	20,000.00		20,000.00	4,739.74
4	1410 Administration	23,530.00		23,530.00	11,765.00
5	1411 Audit	1,000.00		1,000.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	14,000.00		14,000.00	8,321.18
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	10,000.00		1,000.00	932.64
10	1460 Dwelling Structures	48,772.00		27,470.00	5,690.14
11	1465.1 Dwelling Equipment-Nonexpendable	13,619.00		13,619.00	13,619.00
12	1470 Nondwelling Structures	101,881.00		101,881.00	98,848.99
13	1475 Nondwelling Equipment	2,500.00		2,500.00	1,755.98
14	1485 Demolition	0.00		0.00	0.00
15	1490 Replacement Reserve	0.00		0.00	0.00
16	1492 Moving to Work Demonstration	0.00		0.00	0.00
17	1495.1 Relocation Costs	0.00		0.00	0.00
18	1499 Development Activities	0.00		0.00	0.00
19	1501 Collateralization or Debt Service	0.00		0.00	0.00
20	1502 Contingency	0.00		0.00	0.00
21	Amount of Annual Grant (sums of lines 2-20)	\$235,302.00		\$205,000.00	\$145,672.67
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

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

2/15/2005

PHA Name: Clovis Housing & Redevelopmental Agency		Grant Type and Number: Capital Fund Program No: NM02PO02501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
HA-Wide	Staff Development	1408		10,000.00		10,000.00	2,739.74	27% Completed	
HA-Wide	Upgrade computers	1408	1	10,000.00		10,000.00	2,000.00	20% Completed	
HA-Wide	Partial Salaries and Benefits	1410		23,530.00		23,530.00	11,765.00	50% Completed	
HA-Wide	Capital Fund Part of Audit	1411		1,000.00		1,000.00	0.00	0% Completed	
HA-Wide	A&E Services	1430	1	14,000.00		14,000.00	8,321.18	59% Completed	
Dev. 2.1	Parking Lot Repair and Chip Seal	1450	1	9,000.00		0.00	0.00	0% Completed	
HA-Wide	Gas Leak Survey	1450	1	1,000.00		1,000.00	932.64	100% Completed	
HA-Wide	Heater Replacement	1460	18	26,272.00		18,734.00	0.00	0% Completed	
HA-Wide	Water Heater	1460	15	3,000.00		2,736.00	2,735.45	100% Completed	
Dev. 2.1	Replace Exterior Doors	1460	8	19,500.00		6,000.00	2,954.69	100% Completed	
HA-Wide	New Refrigerators	1465	20	7,744.00		7,744.00	7,744.00	100% Completed	
HA-Wide	New Ranges	1465	16	5,875.00		5,875.00	5,875.00	100% Completed	
HA-Wide	Admin Offices modernization	1470	1	101,881.00		101,881.00	98,848.99	97% Completed	
HA-Wide	Tools and Equipment	1475	5	2,500.00		2,500.00	1,755.98	70% Completed	
Total 2003						\$235,302.00	\$205,000.00	\$145,672.67	62% Completed

CAPITAL FUND PROGRAM TABLES START HERE

Attachment nm002e01

Annual Statement /Performance and Evaluation Report	2/15/2005
Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary	

PHA Name: Clovis Housing & Redevelopmental Agency	Grant Type and Number: Capital Fund Program No: NM02PO02501-04 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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- Original Annual Statement
 Reserved for Disasters/Emergencies
 Revised Annual Statement/Revision Number _____
 Performance and Evaluation Report for Program Year Ending **12/31/04**
 Final Performance and Evaluation Report for Program Year Ending _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	0.00		0.00	0.00
3	1408 Management Improvements	25,000.00		25,000.00	0.00
4	1410 Administration	28,879.00		28,879.00	0.00
5	1411 Audit	1,000.00		1,000.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	25,000.00		25,000.00	0.00
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	15,000.00		0.00	0.00
10	1460 Dwelling Structures	174,913.00		0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable	14,000.00		14,000.00	0.00
12	1470 Nondwelling Structures	5,000.00		5,000.00	0.00
13	1475 Nondwelling Equipment	0.00		0.00	0.00
14	1485 Demolition	0.00		0.00	0.00
15	1490 Replacement Reserve	0.00		0.00	0.00
16	1492 Moving to Work Demonstration	0.00		0.00	0.00
17	1495.1 Relocation Costs	0.00		0.00	0.00
18	1499 Development Activities	0.00		0.00	0.00
19	1501 Collateralization or Debt Service	0.00		0.00	0.00
20	1502 Contingency	0.00		0.00	0.00
21	Amount of Annual Grant (sums of lines 2-20)	\$288,792.00		\$98,879.00	\$0.00
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	40,000.00		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	167,913.00		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

2/15/2005

PHA Name: Clovis Housing & Redevelopmental Agency		Grant Type and Number: Capital Fund Program No: NM02PO02501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity Needs to be completed	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Staff Development	1408		15,000.00		15,000.00	0.00	
HA-Wide	Upgrade computers	1408	1	10,000.00		10,000.00	0.00	
HA-Wide	Partial Salaries and Benefits	1410		28,879.00		28,879.00	0.00	
HA-Wide	Capital Fund Part of Audit	1411		1,000.00		1,000.00	0.00	
HA-Wide	A&E Services	1430		25,000.00		25,000.00	0.00	
Dev. 2.1	Upgrade Playground	1450	1	15,000.00		0.00	0.00	
HA-Wide	Water Heater Replacement	1460	15	7,000.00		0.00	0.00	
Dev. 2.2	Replace Windows	1460	40	127,913.00		0.00	0.00	
Dev. 2.1	504 Unit Remodel	1460	1	40,000.00		0.00	0.00	
HA-Wide	New Refrigerators	1465	20	8,000.00		8,000.00	0.00	
HA-Wide	New Ranges	1465	20	6,000.00		6,000.00	0.00	
HA-Wide	Tools and Equipment	1475	5	5,000.00		5,000.00	0.00	
Total 2004						\$288,792.00	98,879.00	0.00

