PHA Plans

Streamlined 5-Year/Annual Version

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

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

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Streamlined 5-Year Plan for Fiscal Years 2006 - 2010
Streamlined Annual Plan for Fiscal Year 2006

Public review period: July 1- August 15, 2005
Public Hearing held: August 15, 2005
CDC approval: September 19, 2005
MC approval: September 28, 2005

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

Streamlined Five-Year PHA Plan
Agency Identification

PHA Name: Metropolitan Council HRA **PHA Number:** MN 163
PHA Fiscal Year Beginning: (mm/yyyy) 01/2006

PHA Programs Administered:

☒**Public Housing and Section 8**
Number of public housing units: 150
Number of S8 units: 5871

☐**Section 8 Only**
Number of S8 units:

☐**Public Housing Only**
Number of public housing units:

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

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

Public Access to Information

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

Streamlined Five-Year PHA Plan
PHA FISCAL YEARS 2006 - 2010
[24 CFR Part 903.12]

A. Mission

☐ 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 Metro HRA's mission is to assist low-income families throughout the metropolitan area to obtain decent, affordable housing, particularly in areas where there are no concentrations of poverty; stabilize families in suitable housing so that they may become more economically self-sufficient; upgrade and revitalize the region's housing stock; and collaborate with other governmental units, community-based agencies and corporations to make efficient use of public resources.

B. Goals

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

☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☒ Apply for additional rental vouchers: **regular free-standing Section 8 vouchers**
- ☒ Reduce public housing vacancies:
- ☒ Leverage private or other public funds to create additional housing opportunities*: maintain and sustain existing opportunities.*
- ☐ Acquire or build units or developments
- ☒ Other (list below)

Administer Project Based Assistance Program;
Own and operate Public Housing units in suburban locations;
Administer a homeownership program in conjunction with Federal, state and/or local Resources.

☒ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☒ Improve public housing management: (PHAS score)
- ☒ Improve voucher management: (SEMAP score) *maintain high performer status.*
- ☒ Increase customer satisfaction:
- ☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance)

On a continual basis, the Metro HRA will evaluate current policies and

procedures to ensure that the agency is operating at its optimal level. If an area is identified as needing improvement, the HRA will research the best way to improve performance.

☐ Renovate or modernize public housing units:
☐ Demolish or dispose of obsolete public housing:
☐ Provide replacement public housing:
☒ Provide replacement vouchers:
☐ Other: (list below)

☒ PHA Goal: Increase assisted housing choices
Objectives:
☒ Provide voucher mobility counseling: *Metro HRA Section 8 staff provides information about Housing Choice Voucher (HCV) mobility to all Section 8 participants.*
☒ Conduct outreach efforts to potential voucher landlords
☒ Increase voucher payment standards- *only if needed to maintain high utilization*
☐ Implement voucher homeownership program:
☒ Implement public housing or other homeownership programs:
If feasible, the*"Home" Program and or Section 8 Home Ownership Program*
☐ Implement public housing site-based waiting lists:
☐ Convert public housing to vouchers:
☒ Other: (list below)
-*Continue to maximize utilization of Section 8 program funds;*
-*Conduct expanded outreach efforts to landlords, Project-Based Assistance Program and other marketing and educational opportunities such as:*

- *Presenting information at Housing Coalitions/Owner Conferences, Crime-Free Multi-Housing conferences or other local seminars in communities throughout Metro HRA's service area*
- *Landlord Handbook - used for current, prospective owners/landlords of the Section 8 program*
- *HRA Web Page - providing program information*
- *Housing Views – newsletter for owners participating in the rental assistance programs administered by the Metro HRA;*

-*Own and operate Public Housing units in suburban locations in a fiscally balanced manner.*

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

☒ PHA Goal: Provide an improved living environment
Objectives:
- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☒ Other: (list below)

Promote deconcentration and as necessary work to create linkages for needed support services.

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:

Operate and promote the family self-sufficiency program.
- ☒ Provide or attract supportive services to improve assistance recipients' employability:

Work cooperatively with the county workforce centers for participants of the FSS.
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities:

Work cooperatively with social service providers to administer the Shelter Plus Care Program and supportive services within developments with Project-Based Assistance.
- ☒ Other: (list below)

Provide resident education regarding home maintenance to all Public Housing residents.

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

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

☒ Other: (list below)

-Address impediments to Fair Housing Choice that apply to Metro HRA operations, through support of and participation in the Fair Housing Implementation Council;

-Ensure equal access to assisted housing regardless of race, color, creed, religion, national origin, sex, marital status, disability, sexual or affectional orientation or reliance on public assistance in the development and administration of Metropolitan Council housing programs.

Other PHA Goals and Objectives: (list below)

- *Maintain 100% utilization of Tenant-Based Assistance programs funding.*
- *Administer Project-Based Assistance program in order to maximize use of program funds and provide new opportunities for affordable housing.*
- *Maintain high performer Section 8 Management Assessment Program (SEMAP) score.*
- *Increase utilization of the Mainstream Program for persons with disabilities.*
- *Ensure use of FSS marketing tools; strive toward full program capacity.*
- *Continue to assess HRA operations in order to streamline service delivery and maximize HRA staffing levels.*
- *Own and operate scattered site Public Housing units in suburban jurisdictions.*
- *Obtain and maintain 97% or better occupancy rates in the Public Housing units.*
- *Create and implement asset management policies and procedures to extend the life of scattered site Public Housing units.*
- *Strive toward high performer scoring under the Public Housing Assessment System (PHAS).*
- *Provide for reasonable accommodations for persons with disabilities in the administration of all Metro HRA programs in accordance with the Administrative Plan for the Section 8 Rental Assistance Programs and Admissions and Continued Occupancy Policies for the public housing program.*

Streamlined Annual PHA Plan
PHA Fiscal Year 2006
[24 CFR Part 903.12(b)]

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

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

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

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*: *Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*;
Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.
For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:
Form HUD-50070, *Certification for a Drug-Free Workplace*;
Form HUD-50071, *Certification of Payments to Influence Federal Transactions*;
Form SF-LLL & SF-LLLa, *Disclosure of Lobbying Activities.*

Executive Summary (optional)

The Agency Plan is a requirement of the Quality Housing and Work Responsibility Act of 1998 (QHWRA). The purpose of the plan is to provide a framework for local accountability and an easily identifiable source by which participants in the Metro HRA's Tenant-Based Assistance and Public Housing programs and other members of the public may locate basic policies, rules and requirements concerning its operations, programs and services for the Fiscal Year beginning January 1, 2006.

The Annual Plan includes the Administrative Plan for the Section 8 Rental Assistance Programs. This provides clear guidelines for staff in carrying out the broad program objectives of:

1. *Providing decent, safe and sanitary housing for very low-income families at an affordable rent level;*
2. *Promoting freedom of housing choice and spatial deconcentration of very low-income families of all races and ethnic backgrounds; and*
3. *Encouraging self-sufficiency of participant families through collaboration with other social service agencies in the provision of supportive services and programs.*

The Annual Plan also includes the Admission & Continued Occupancy Policies (ACOP) for the Family Affordable Housing Program (FAHP). This document establishes the policies and procedures and is intended to provide the framework under which the FAHP units (developed as Public Housing units) are to be operated.

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

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

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

Housing Needs of Families on the PHA's Waiting Lists

Waiting list type: (select one)
☐ 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	1,233		
Extremely low income <=30% AMI	983	80%	
Very low income (>30% but <=50% AMI)	197	16%	
Low income (>50% but <80% AMI)	52	4%	
Families with children	1,185	96%	
Elderly families	21	2%	
Families with Disabilities	120	10%	
Race/ethnicity – American Indian	35	3%	
Race/ethnicity – Asian	81	7%	
Race/ethnicity – Black	899	73%	
Race/ethnicity – White	218	17%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	0	0	
2 BR	650	53%	
3 BR	332	27%	
4 BR	207	17%	
5 BR	43	3%	
5+ BR	1	0%	

Is the waiting list closed (select one)? ☐ No ☒ Yes
If yes:
How long has it been closed (# of months)? Since 12/2004
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

Housing Needs of Families on the PHA's Waiting Lists			
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			
Extremely low income <=30% AMI	3934	84%	
Very low income (>30% but <=50% AMI)	743	16%	
Low income (>50% but <80% AMI)	18	< 1%	
Families with children	2291	64%	
Elderly families	377	8%	
Families with Disabilities	1222	26%	
Race/ethnicity – American Indian	100	2%	
Race/ethnicity – Asian	122	3%	
Race/ethnicity – Black	2464	52%	
Race/ethnicity – White	2043	43%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? ☐ No ☒ Yes If yes: How long has it been closed (# of months)? Since 01/2002 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			

B. Strategy for Addressing Needs

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

The Metro HRA will assist extremely low, very low-income and low-income families throughout the metropolitan area to obtain decent and affordable housing by maintaining the waiting list for its tenant-based assistance and public housing programs. It will continue to issue vouchers for tenant-based assistance and fill vacancies in public housing units in an efficient and effective manner in order to maximize use of all Federal resources.

The Metro HRA will administer the Family Affordable Housing Program (FAHP) in

suburban jurisdictions in Anoka, Hennepin and Ramsey counties using public housing resources from the U.S. Department of Housing and Urban Development.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line

☒ Reduce turnover time for vacated public housing units

☒ Reduce time to renovate public housing units

☐ Seek replacement of public housing units lost to the inventory through mixed finance development

☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program

☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

☒ Other (list below)

1. *Section 8 Project Based Assistance Program;*
2. *Market the Section 8 Voucher Program to rental property owners benefiting from Low Income Housing Tax Credits;*
3. *Support the work of the Housinglink to inform and refer housing seekers to affordable housing opportunities.*

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

Select all that apply

☒ Apply for additional section 8 units should they become available:

The Metro HRA may apply for additional Section 8 Housing Choice Vouchers if, after evaluating the rental market in Metro HRA's jurisdiction, a determination is made that the market can absorb additional HCV's.

☐ 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:

Metro HRA applies for a variety of funding sources to increase the supply of affordable housing options.

☒ Other: (list below)

1. *Continue to develop marketing strategies that promote landlord participation in the Section 8 programs;*

2. *Request exception rent authority as necessary and as permitted under Section 8 Program regulations.*
3. *Promote affordable housing unit development through the use of Low Income Housing Tax Credits;*
4. *Own and operate units under the Family Affordable Housing Program (FAHP) in suburban Anoka, Hennepin and Ramsey counties;*
5. *Make available project-based assistance vouchers as a tool in the development of affordable housing.*

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)

Target public housing waiting list openings to working households using employer outreach efforts.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Market the Section 8 program in publications aimed at elderly readers such as Senior News.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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)

- *Provide opportunities and training for Metro HRA staff as appropriate, to further promote cultural awareness and understanding of client populations served.*
- *Offer interpreter services and alternate languages on correspondence relating to housing opportunities.*
- *Increase awareness of the Section 8 Program through communication with social service agencies working with new immigrants.*

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)

-Refer to regional Analysis of Impediments to Fair Housing;
-Ensure equal access to assisted housing regardless of race, color, creed, religion, national origin, sex, marital status, disability, sexual or affectional orientation or reliance on public assistance in the development and administration of Metropolitan Council housing programs;
-Provide interpreter services to applicant and assisted household families in order to ensure the provision of accurate and timely information on programs;
-Supporter of the metro-wide Housinglink, an information and referral service for seekers of affordable and accessible housing opportunities.

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

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

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

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2005 grants)**		
a) Public Housing Operating Fund	$255,255	
b) Public Housing Capital Fund	$ 90,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	$46,002,845 + $2,880,000 (port-ins)	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
HOPWA	$373,860	Rent subsidies
Shelter + Care	$2,160,624	Rent subsidies
2. Prior Year Federal Grants (unobligated funds only) (list below)		

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
3. Public Housing Dwelling Rental Income	$415,000	
4. Other income (list below)		
4. Non-federal sources (list below)		
State subsidy programs- Bridges, RAAC and RAFS	$1,029,420	Rent subsidies, Supportive services
Local subsidy programs	$2,358,000	Rent subsidies, Supportive services
Total resources	$55.565,004	

3. PHA Policies Governing Eligibility, Selection, and Admissions

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

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)
☐ When families are within a certain time of being offered a unit: (state time)
☒ Other: (describe)

Initial eligibility will be determined at initial application. Final eligibility will be determined when unit is available.

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

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

Credit history evidencing nonpayment of rightful obligations including rent and utilities.

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)
Note: federal records are obtained if the need is determined through other criminal record checks.

(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)
Waiting list is organized on a first come first serve basis. Public housing units will be offered via a residency preference for the community in which a unit is located.
b. Where may interested persons apply for admission to public housing?
☒ PHA main administrative office
☐ PHA development site management office
☒ Other (list below)
Access via phone/fax.

c. Site-Based Waiting Lists-Previous Year

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

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

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

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

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

d. Site-Based Waiting Lists – Coming Year

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

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

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

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

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

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

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

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

(4) Admissions Preferences

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

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)

☒ Emergencies
☒ Over-housed
☒ Under-housed
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

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)

Note: this preference is only given under the Hollman Consent Decree.

☐ 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.

☒ 3 Date and Time

Former Federal preferences:
☒ 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Note: this preference is only given under the Hollman Consent Decree
☐ 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
☒2 Residents who live and/or work in the jurisdiction

☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)
☒ The PHA-resident lease
☒ The PHA's Admissions and (Continued) Occupancy policy
☐ PHA briefing seminars or written materials
☒ Other source (list)
-Resident Handbook;
-Townhome Association documents, Articles of Incorporation, Bylaws, Declarations and Rules & Regulations

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
☐ At an annual reexamination and lease renewal
☒ Any time family composition changes
☐ At family request for revision
☐ Other (list)

(6) Deconcentration and Income Mixing

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

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

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

B. Section 8

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

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)
☒ Criminal or drug-related activity only to the extent required by law or regulation
☐ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors):
☐ Other (list below)

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
☐ Criminal or drug-related activity
☒ Other (describe below)
As required by regulation, current address and prior address, if known. On a case-by-case basis, documented information regarding tenancy history is shared upon written request and authorization from the family.

(2) Waiting List Organization

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

☐ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☒ Federal project-based certificate program
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

☒ PHA main administrative office
☒ Other (list below)

In accordance with published application procedures.

(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:

Maximum search time of 120 days is allowed. As a reasonable accommodation, one additional 60-day extension may be requested. Appropriate documentation from a medical professional must support the reasonable accommodation request for a maximum search time of 180 days.

(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)

Preference will be given to applicants that are current Public Housing residents required to move and who cannot be placed in another public housing unit.

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.

☒ 2 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
☒ 1 Other preference(s) (list below)
(See (4.) 2. Above).

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
☒ Date and time of application
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)
☐ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
☒ The Section 8 Administrative Plan
☐ Briefing sessions and written materials
☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
☒ Through published notices
☒ Other (list below)
Letters of announcement are sent to appropriate interest groups.

4. PHA Rent Determination Policies

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

A. Public Housing

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

(1) Income Based Rent Policies

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

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

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

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

b. Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

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

Minimum Rent Payment: Waiver Based on Hardship
A hardship exists in the following circumstances:

1. When the family has lost eligibility for or is waiting for an eligibility determination for a Federal, state or local assistance program;
2. When the family would be evicted as a result of the imposition of the minimum rent requirement;
3. When the income of the family has decreased because of changed circumstances including loss of employment;
4. When the family has an increase in expenses because of changed circumstances, for medical costs, childcare, transportation, education or similar terms;
5. When a death has occurred in the family.

Temporary Hardship: If the Metro HRA or designee reasonably determines that there is

a qualifying hardship, but that it is of a temporary nature, the minimum rent will not be imposed for a period of 90 days from the date of the family's request. At the end of the 90 day period, the minimum rent will be imposed retroactively to the time of suspension. The Metro HRA or designee will offer the family an opportunity to sign a Payment Agreement for any rent not paid during the period of suspension. During the period of suspension period, the Metro HRA or designee will not evict the family for non-payment of the amount of tenant rent owed for the suspension period.

Long-term Hardship: If the Metro HRA determines there is a long-term hardship, the family will be exempt from the minimum rent requirement until the hardship no longer exists. The family must verify the continuation of the hardship at least quarterly.

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

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

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

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

☒ For the earned income of a previously unemployed household member
☒ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

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

☐ Yes for all developments
☐ Yes but only for some developments
☒ No

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

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

☐ Other (list below)

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

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

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

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

1. *Changes in family composition*
2. *A family member is at zero or unrealistic income*
3. *Earned income disregard changes after 12 and 24 cumulative months of increased earnings*
4. *PHA suspects a family member is manipulating the interim policy to avoid a rent increase at annual reexamination*

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

(2) Flat Rents

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

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

-FMR's for metropolitan statistical area;
-HUD approved Section 8 Payment Standards.

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 below100% of FMR
☒ 100% of FMR
☒ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)
FMR's are adjusted according to market demands within communities of the jurisdiction.

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

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

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

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

Reasonable accommodation for a person or persons with disabilities.

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

☒ Annually
☒ Other (list below)

Periodically during the year as changes in the rental market occur that impact the adequacy of existing FMR's.

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)

Prior to any payment standard adjustments, the Metro HRA will assess the change on the Section 8 program budget and what the impact may be on the overall number of potential participants to be served.

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)
☒ $0
☐ $1-$25
☐ $26-$50

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

5. Capital Improvement Needs

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

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

A. Capital Fund Activities

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

(1) Capital Fund Program

a. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.

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

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

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

(1) Hope VI Revitalization

a. ☐ Yes ☒ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)

b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)
Development name:
Development (project) number:
Status of grant: (select the statement that best describes the current status)
- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

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

d. ☐ Yes ☒ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:

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

6. Demolition and Disposition

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

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

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

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

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

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

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

Note: *Metro HRA is in early phase of considerations to administer a Section 8 Homeownership Program.*

Metro HRA will also administer a homeownership program called HOME (Home Ownership Made Easy) as funding is available.

(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 or fewer

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: *This will be considered further, currently in the early discussion stages.*

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

Metro HRA will review the final rule to determine feasibility of the program and the propensity for success. Consideration of and planning for a Section8 Homeownership Program will be impacted by the outcome of continued FSS Coordinator funding received by the HRA.

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

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

a. ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.

b. ☐ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
c. ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
d. ☒ Demonstrating that it has other relevant experience (list experience below).
Successful completion of HOMESTEPS a three-year demonstration homeownership program.

8. Civil Rights Certifications
[24 CFR Part 903.12 (b), 903.7 (o)]

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

9. Additional Information
[24 CFR Part 903.12 (b), 903.7 (r)]

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

See Attachment A, page 40

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions
24 CFR Part 903.7(r)

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

a. Substantial Deviation from the 5-Year Plan

b. Significant Amendment or Modification to the Annual Plan
A modification or change to the PHA Plan will be considered a "significant amendment" or "substantial deviation/modification" if the modification or change significantly changed the mission of the PHA as stated on page 3 of the PHA 5-Year Plan, which would impact or change the PHA goals stated in the 5-Year Plan.

C. Other Information
[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

a. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
If yes, provide the comments below:

- *Increase awareness of the Section 8 Program for new immigrants.*
- *Applicant/participant race categories may not be appropriate, for example placed in Black/African American category – may not fit both.*

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

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

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

Statement of Housing Needs, B. Strategy for Addressing Needs, page 13, 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: *Added the following language-*

Other: Increase awareness of the Section 8 Program through communication with social service agencies working with new immigrants.

☐ Other: (list below)

(2) Resident Membership on PHA Governing Board

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

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

☐ Yes ☒ No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

Method of Selection:

☐ Appointment

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

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

Description of Resident Election Process

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

☐ Candidates were nominated by resident and assisted family organizations

☐ Candidates could be nominated by any adult recipient of PHA assistance

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

☐ Other: (describe)

Eligible candidates: (select one)

☐ Any recipient of PHA assistance

☐ Any head of household receiving PHA assistance

☐ Any adult recipient of PHA assistance

☐ Any adult member of a resident or assisted family organization

☐ Other (list)

Eligible voters: (select all that apply)

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

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

☐ The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis

☐ The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

☒ Other (explain):

See Attachment C, page 42

.

Date of next term expiration of a governing board member:

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

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

1. Consolidated Plan jurisdiction: Dakota County Consortium (includes Dakota, Washington, Ramsey, and Anoka), Hennepin County Consortium, Minnesota Consortium Plan (includes Carver County)

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

☒ The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.

☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

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

Apply for continued and when appropriate additional funding for rent assistance programs to serve Extremely Low, Very Low and Low Income individuals and families.

Administering a Home Ownership Program.

Encouraging self sufficiency in conjunction with administering the FSS program.

Continue to promote fair housing.

☐ Other: (list below)

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

To continue to support all the programs serving all levels of low income households including: preserving the existing affordable housing supply though rehabilitation; provide new affordable rental housing; serving extremely low and low income renters and homeless persons with special needs; offer increased opportunities in home ownership; continue to address barriers to fair housing.

(4) (Reserved)

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

10. Project-Based Voucher Program

a. ☒ Yes ☐ No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.

b. ☒ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

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

Assisting in new development of low cost affordable housing.

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

Old City Hall, Waconia – 13 Units
Emma's Place, Maplewood – 13 Units
Franklin Home, Anoka – 66 Units
No Place Like Home, Robbinsdale – 15 Units
North Pointe, Blaine – 4 Units
East Metro, White Bear Lake – 20 Units
Brickyard, Chaska – 6 Units
North Star Ridge, Coon Rapids – 12 Units
Brandes Place, Fridley – 15 units
East Metro II, White Bear Lake – 14 units
Town Square Apartments, Falcon Heights – 25 units
Boone Ave. Apts, New Hope – 8 units

11. List of Supporting Documents Available for Review for Streamlined 5-Year/Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Related Plan Component**
X	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.	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. ☒ 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, tion, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. ☒ 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. ☒ 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. ☒ 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
N/A	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)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Related Plan Component**
X	Public housing grievance procedures ☒ Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. ☒ 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
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
N/A	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
N/A	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
N/A	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 ☒ Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
N/A	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
N/A	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). ☒ Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
N/A	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

PROGRESS IN MEETING THE FIVE-YEAR MISSION AND GOALS

The Metropolitan Council Housing & Redevelopment Authority (Metro HRA) continues to carry out its mission of assisting low income families to obtain suitable affordable housing, exercise locational choice and become more economically self-sufficient. The HRA provides over 6,000 individuals and families with rental assistance subsidies through local, state and federal programs. Successful program design and implementation has resulted in efficient use of resources and effective collaborations among social service agencies and local units of government.

In order to expand the choice and supply of affordable housing, the Council has implemented a number of strategies that include exercising its authority to request exception payment standards for the Section 8 program, developing targeted marketing programs to increase landlord participation and exploring the project-based assistance program.

The Council also owns and operates the Family Affordable Housing Program (FAHP) that includes 150 public housing units developed in suburban locations throughout Anoka, Hennepin and Ramsey counties. The Council contracts with an outside management company to provide the day-to-day management services for the FAHP units. Additional tools developed to assist in the management of the properties include a Residential Lease, Resident Handbook and Admissions and Continued Occupancy Policies. The Council provides professional asset management and quality control to ensure the FAHP units are maintained according to acceptable standards.

The Council continues to take steps to maintain and improve the quality of assisted housing by creating a supportive environment for HRA staff, program participants and landlords to discuss and resolve issues of mutual concern. Through the ongoing work of the HRA inspectors, assisted units are regularly inspected and necessary repairs communicated to landlords in order to maintain safe and suitable housing for program participants.

In order to provide opportunities for an improved living environment to its Section 8 program participants, the Council encourages deconcentration of low income housing throughout the region. Program briefing materials include maps that indicate areas of concentration and information on the Metro HRA jurisdiction which includes over 98 cities in 4 counties.

Self-sufficiency of its program participants is encouraged through a variety of programs administered by the Metro HRA. The Family Self-Sufficiency Program is available to all Section 8 participants and includes the opportunity to establish a savings account that escrows the increased earning capacity of families as they become more economically self sufficient. In addition, the Council administers several state, county and locally funded rent subsidy programs with supportive service organizations in order to maintain independence for persons with disabilities.

The Council continues to ensure equal access and equal opportunity in housing through the administration of all Metro HRA programs. The Council further convened the Regional Analysis of Impediments to Fair Housing study for several jurisdictions in the metropolitan area. This study resulted in the identification of barriers to fair housing in the public, private and non-profit sectors, as well as short- and long-term solutions to address these issues. The final report is available in the Metropolitan Council Data Center and on the Council website. Council staff participated in completion of Metropolitan Twin Cities Fair Housing Action Guide completed April 2002, also available on the Council website. Additionally, Council staff serve on the Fair Housing Implementation Council charged with forwarding the implementation of the action steps identified in the Guide.

MEMBERSHIP OF THE RESIDENT ADVISORY BOARD (RAB)

Each year the Metro HRA offers all Public Housing residents and a random selection of current Section 8 Program participants an opportunity to express their interest in serving on the Resident Advisory Board.

An informational meeting is scheduled for new RAB members. At this meeting we give the new RAB members more detailed information about the PHA Plan and their role as a RAB member. RAB membership is typically a 2-year term.

Approximately 3-4 meetings are scheduled for the RAB to meet with PHA staff to review the proposed draft of the PHA Plan prior to the public review period and public hearing. Any RAB members unable to attend a meeting are mailed the material discussed to enable continued review and comments of the proposed plan.

Any RAB recommendations are inclusive in Section 9.C. of the PHA Plan.

If the PHA modifies the PHA Plan as a result of comment(s) during the public review period, the RAB would be notified and provided the opportunity to comment on any changes made to the Plan.

RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

The 17 person Metropolitan Council has 16 members who each represent a geographic district and one chair that serves at large. All members are appointed by and serve at the pleasure of the Governor of Minnesota. The State Senate confirms Council members' appointments. Governing body membership change is a significant policy shift, and one that will be pursued with thorough due diligence. There is concern that the requirement for a resident board member elevates a public housing resident or Section 8 participant to a level beyond that of clients/customers of the many other programs administered by the Metro HRA and the Metropolitan Council as a whole. Therefore, the Council has not yet determined how it will address the appointment of a resident to the PHA Governing Board. It is anticipated that staff will recommend that the Council support efforts to repeal or modify this federal legislation.

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Metropolitan Council HRA	Capital Fund Program: MN46P16350104 Capital Fund Program Replacement Housing Factor Grant No:	**2004**

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 6/30/05** ☒ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Revision #1	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	47,764		47,764	47,764
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	23,395		23,395	23,395
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	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	71,159		71,159	71,159
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Metropolitan Council HRA	Capital Fund Program: MN46P16350104 Capital Fund Program Replacement Housing Factor Grant No:	**2004**

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 6/30/05** ☒ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHA Name: Metropolitan Council HRA		**Grant Type and Number** Capital Fund Program #: MN46P16350104 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant:** 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Revision #1	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406	Lump Sum	47,764		47,164	47,164	
HA-Wide	Administration	1410	Lump Sum					
HA-Wide	Fees and Costs	1430	Lump Sum					
MN163002	Roof replacements, window replacement, carpet, vinyl, painting, plumbing, heating, siding replacement/repair	1460	Lump sum					
MN163002	Landscaping, driveway replacements	1450	Lump sum	225		225	225	
MN163002	Refrigerators, ranges, washers, dryers	1465	Lump sum					
MN163003	Roof replacements, window replacement, carpet, vinyl, painting, plumbing, heating, siding replacement/repair	1460	Lump sum					
MN163003	Landscaping, driveway replacements	1450	Lump sum	504		504	504	
MN163003	Refrigerators, ranges, washers, dryers	1465	Lump sum					
MN163004	Roof replacements, window replacement, carpet, vinyl, painting, plumbing, heating, siding replacement/repair	1460	Lump sum					
MN163004	Landscaping, driveway replacements	1450	Lump sum	5,472		5,472	5,472	
MN163004	Refrigerators, ranges, washers, dryers	1465	Lump sum					

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

PHA Name: Metropolitan Council HRA		**Grant Type and Number** Capital Fund Program #: MN46P16350104 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant:** 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Revision #1	Revised	Funds Obligated	Funds Expended	
MN163005	Roof replacements, window replacement, carpet, vinyl, painting, plumbing, heating, siding replacement/repair	1460	Lump sum					
MN163005	Landscaping, driveway replacements	1450	Lump sum	7,844		7,844	7,844	
MN163005	Refrigerators, ranges, washers, dryers	1465	Lump sum					
MN163006	Roof replacements, window replacement, carpet, vinyl, painting, plumbing, heating, siding replacement/repair	1460	Lump sum					
MN163006	Landscaping, driveway replacements	1450	Lump sum	8,630		8,630	8,630	
MN163007	Roof replacements, window replacement, carpet, vinyl, painting, plumbing, heating, siding replacement/repair	1460	Lump sum					
MN163007	Landscaping, driveway replacements	1450	Lump sum	720		720	720	
MN163008	Roof replacements, window replacement, carpet, vinyl, painting, plumbing, heating, siding replacement/repair	1460	Lump sum	0				

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

PHA Name: Metropolitan Council HRA	**Grant Type and Number** Capital Fund Program #: MN46P16350104 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant: 2004**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Revision #1	Revised	Actual	Revision #1	Revised	Actual	
PHA Wide	9/13/06	9/13/06	3/31/05	6/30/08		4/30/05	
MN163002	9/13/06	9/13/06	3/31/05	6/30/08		4/30/05	
MN163003	9/13/06	9/13/06	3/31/05	6/30/08		4/30/05	
MN163004	9/13/06	9/13/06	3/31/05	6/30/08		4/30/05	
MN163005	9/13/06	9/13/06	3/31/05	6/30/08		4/30/05	
MN163006	9/13/06	9/13/06	3/31/05	6/30/08		4/30/05	
MN163007	9/13/06	9/13/06	3/31/05	6/30/08		4/30/05	

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Metropolitan Council HRA	Capital Fund Program: MN46P16350105 Capital Fund Program Replacement Housing Factor Grant No:	**2005**

☒ **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	176,245			
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	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	176,245			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Metropolitan Council HRA	Capital Fund Program: MN46P16350105 Capital Fund Program Replacement Housing Factor Grant No:	**2005**

☒**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	
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHA Name: Metropolitan Council HRA		**Grant Type and Number** Capital Fund Program #: MN46P16350105 Capital Fund Program Replacement Housing Factor #:				**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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406	Lump Sum	176,245				

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

PHA Name: Metropolitan Council HRA	**Grant Type and Number** Capital Fund Program #: MN46P16350105 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant: 2005**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	8/17/07			8/17/09			

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Metropolitan Council HRA	Capital Fund Program: MN46P16350106 Capital Fund Program Replacement Housing Factor Grant No:	**2006**

☒ **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	176,245			
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	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	176,245			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
Metropolitan Council HRA	Capital Fund Program: MN46P16350106 Capital Fund Program Replacement Housing Factor Grant No:	**2006**

☒**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	
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHA Name: Metropolitan Council HRA		**Grant Type and Number** Capital Fund Program #: MN46P16350106 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant:** 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406	Lump Sum	176,245				

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

PHA Name: Metropolitan Council HRA	**Grant Type and Number** Capital Fund Program #: MN46P16350106 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant: 2006**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	6/30/08			6/30/10			

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name				☒**Original 5-Year Plan** ☐**Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 3 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 4 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 5 FFY Grant: 2010 PHA FY: 2010
HA-Wide	Annual Statement	$167,250	$105,700	$209,950	$107,500
CFP Funds Listed for 5-year planning		$167,250	$105,700	$209,950	$107,500
Replacement Housing Factor Funds					

*PHA projects that Capital Funding will not cover all the above improvements. PHA will allocate additional funding sources.

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year :_2007___ FFY Grant: 2007 PHA FY: 2007			Activities for Year: _2008__ FFY Grant: 2008 PHA FY: 2008		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	***PHA-Wide***	***Concrete Repair/Replacement***	$1,550		***Concrete Repair/Replacement***	$3,000
Annual		Asphalt Repair/Replacement	$7,000		Asphalt Repair/Replacement	$8,000
Statement		Site Improvements	$2,400		Site Improvements	$1,500
		Dwelling Structures (Siding repair/replacements, roof repair/replacements, windows, exterior painting, garage doors, patio doors)	$156,300		Dwelling Structures (Siding repair/replacements, roof repair/replacements, windows, exterior painting, garage doors, patio doors)	$93,200

		Total CFP Estimated Cost	$167,250			$105,700

*PHA projects that Capital Funding will not cover all the above improvements. PHA will allocate additional funding sources.

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year :_2009 FFY Grant: 2009 PHA FY: 2009			Activities for Year: 2010 FFY Grant: 2010 PHA FY: 2010		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
PHA-Wide	***Concrete Repair/Replacement***	$17,000	PHA-Wide	***Concrete Repair/Replacement***	$2,000
	Asphalt Repair/Replacement	$14,000		Asphalt Repair/Replacement	$5,500
	Site Improvements	$3,500		Site Improvements	$8,500
	Dwelling Structures (Siding repair/replacements, roof repair/replacements, windows, exterior painting, garage doors, patio doors)	$175,450		Dwelling Structures (Siding repair/replacements, roof repair/replacements, windows, exterior painting, garage doors, patio doors)	$91,500

	Total CFP Estimated Cost	$209,950			$107,500