

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

PHA Plans

5 Year Plan for Fiscal Years 2007 - 2011

Annual Plan for Fiscal Year 2007

Manhattan Housing Authority

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

PHA Plan Agency Identification

PHA Name: Manhattan Housing Authority

PHA Number: KS063

PHA Fiscal Year Beginning: (mm/yyyy) 01/01/2007

PHA Programs Administered:

Public Housing and Section 8
 Section 8 Only
 Public Housing Only
 Number of public housing units: Number of S8 units: Number of public housing units:
 Number of S8 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 (including attachments) are available for public inspection at: (select all that apply)

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2007 - 2011
[24 CFR Part 903.5]

A. Mission

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

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

The mission of the Manhattan Housing Authority is to assist income qualified persons with decent, safe and affordable housing in an efficient, ethical and professional manner. Financial solvency is a key factor in carrying out this mission.

The Manhattan Housing Authority is committed to:

- *Creating and maintaining positive and effective partnerships with clients and appropriate community agencies to maximize social and economic opportunities;*
- *Encouraging client participation in programs and services promoting self-sufficiency, education and improved quality of life;*
- *Providing information and referral services to assist in accomplishing the mission.*

B. Goals

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

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

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

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score) **80**
 - Improve voucher management: (SEMAP score) **95**
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
public housing finance; increase resident services;
 - Renovate or modernize public housing units: ***Flint Hills Place Interior and Exterior Rehabilitation***
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

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

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

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

- *Rehabilitate Flint Hills Place (KS063005)*
- *Manage 48 Tax Credit units (The Gardens at Flint Hills)*
 - *Achieve and maintain 100% lease-up*
- *Improve communication between residents, staff, Board of Commissioners and City administration*
- *Re-establish the agency as a High Performing PHA*
- *Provide Property Maintenance under contract with the local Community Housing Development Organization (CHDO)*
- *Provide drug and alcohol preventive, educational and referral services for at-risk program participants*
- *Provide additional resident services and opportunities through grant applications*
- *Develop a partnership with the local Emergency Shelter in the area of Transitional Housing*
- *Cooperate with City Officials, developers, and local property owners in relocation of residents as a result of economic development*
- *Partner and cooperate with other area entities to meet the increased housing needs in the area as a result of local economic development and the ongoing BRAC process*

Annual PHA Plan
PHA Fiscal Year 2007
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

- Standard Plan**
- Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Manhattan Housing Authority will continue to assist income-qualified persons with decent, safe and affordable housing in an efficient, ethical and professional manner. Financial solvency is a key factor in carrying out this mission. The agency separated from the City of Manhattan in 2000; questions regarding property ownership that remained unanswered for several years were finally resolved in 2005. Effective January 3, 2006, the City of Manhattan transferred title and deed of all properties to the Manhattan Housing Authority, ensuring future funding eligibility and bringing the City and the Housing Authority into compliance with federal regulations.

The Manhattan Housing Authority by and through the City, applied to HUD for disposition of 2.51 acres of unused, excess land situated on the Northwest corner of the Flint Hills Place development. Upon final approval by the Special Applications center, 48 tax credit units are currently under construction by the local CHDO. This has been accomplished through partnerships with the City, HUD, the local CHDO, the MHA Board of Commissioners, and a private developer. This endeavor will not only meet an enormous need for affordable housing in the area, but also bring a great sense of pride to the existing Flint Hills Place development and enhance the Housing Authority's viability in this community.

The Housing Authority, working with a private developer, also submitted an application to the Special Applications Center to dispose of the existing units known as Flint Hills Place (KS063) by negotiated sale at less than Fair Market Value in order to apply for additional tax credit funding for significant rehabilitation to the interior and exterior of the development; this application was approved on June 29, 2006. The next step is to submit the application for funding in excess of \$3 million. The current strategy is to rehabilitate all sixty (60) units, leaving 30 units under Public Housing guidelines and the remaining thirty (30) units would become tax credit units. Under this plan, significant rehabilitation would occur, with emphasis on the interior. The exterior of the units, although in need of a 'facelift', are solid and not a candidate for demolition. This strategy will not only ensure marketability and become more congruent with The Gardens at Flint Hills, but also provide

an additional revenue stream for the Manhattan Housing Authority. By expanding an existing partnership with the Manhattan Area Housing Partnership (MAHP), the local CHDO organization, it is feasible that all sixty (60) units can be rehabilitated utilizing no Housing Authority or federal dollars, and in the end, ownership would revert to Manhattan Housing Authority after the 15-year compliance period.

The Tenant Based Rental Assistance (TBRA) program, funded by the State through the use of HOME funds, has allowed MHA to address affordable housing needs by providing utility and rental deposits, and rental subsidy to low-income persons in this community. This program serves to benefit local property owners as well as program participants.

Manhattan Housing Authority will continue to focus on interior and exterior renovations at the family sites (Flint Hills Place, Baehr Place, Pottawatomie Court, Hudson Circle). Replacement of kitchen cabinets and countertops, bath vanities, bathtub replacement/addition of showers and tub surrounds, and replacement of flooring underlay and tile has begun utilizing 2005 Capital Funds. Flint Hills Place will require major renovation inside and out to remain marketable and viable. The elderly/disabled sites (Apartment Towers, Carlson Plaza) have received many updates in the recent past; replacement of the trash compactor at Carlson Plaza is planned, as well as installation of additional security measures at Apartment Towers and Carlson Plaza. The condenser at Carlson Plaza had to be replaced on an emergency basis in 2006.

Manhattan Housing Authority's financial status remains standard. Staff has been creative in finding ways to increase revenue and decrease expenses; however, this is an on-going process. Staff re-organization occurred in 2005, after the Executive Director of 15 years left employment with MHA; new revenue sources were created (i.e., installation of cell towers on Apartment Towers), management fees generated by The Gardens at Flint Hills. These factors have provided a financial boost to the Manhattan Housing Authority, in addition to the reduction in expenses by decreasing costs and utilizing other sources of revenue to absorb and/or supplement costs. Additionally, another Staff Reorganization is anticipated by October 1, 2006 to address position vacancies and budget constraints.

The Manhattan Area Housing Partnership (MAHP) hired a part-time Executive Director in 2005, eliminating the need for a management contract with the Manhattan Housing Authority for management of Six Units and Six Units II; however, the Manhattan Housing Authority continues to provide property maintenance under a contractual agreement, another source of revenue for the Manhattan Housing Authority.

The Manhattan Housing Authority received 2006 funding to continue a second year of administering the Helping Hands Program; this is done through funding and partnership with the City of Manhattan's Social Services Advisory Board. This service offers minor and, in cases of extreme need, major appliance repair and/or replacement to low-income elderly/disabled Manhattan homeowners. This program increases the ability for elderly/disabled persons longevity in their homes. Referrals are made to applicants for necessary services not provided by this program. However, due to decreased funding and interest in the program, MHA declined to submit an application for 2007 funding for the Helping Hands program.

The Manhattan Housing Authority maintains a positive image in the community, providing decent, safe and affordable housing to eligible low-income families. Each year brings about new challenges. With supportive staff, Board, and community partnerships, this agency will continue to meet the challenges and the needs of the community.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2007 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members
- List of Resident Board Member
- Community Service Description of Implementation
- Information on Pet Policy
- Section 8 Homeownership Capacity Statement, if applicable
- Description of Homeownership Programs, if applicable

Optional Attachments:

- PHA Management Organizational Chart
- FY 2005 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is 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	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	other approved proposal for development of public housing	
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	3,004	5	5	5	5	4	4
Income >30% but <=50% of AMI	2,599	5	5	5		4	4
Income >50% but <80% of AMI	2,958	4	5	5	4	4	4
Elderly	2,636	4	4	4	4	4	5
Families with Disabilities	1,832	4	4	4	4	4	5
Race/Ethnicity White	14,714	5	5	5	5	4	4
Race/Ethnicity Black	874	5	5	5	5	4	5
Race/Ethnicity Hispanic	494	5	5	5	5	4	5
Race/Ethnicity Native American	44	5	5	5	5	4	5
Race/Ethnicity Asian	573	5	5	5	5	4	5
Race/Ethnicity Pacific Islander	4	5	5	5	5	4	5

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

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	47		47
Extremely low income <=30% AMI	46	98%	
Very low income (>30% but <=50% AMI)	1	2%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	27	57%	
Elderly families	0	0%	
Families with Disabilities	2	4%	
Race/ethnicity White	35	74.47%	
Race/ethnicity Black	11	23.40%	
Race/ethnicity Mixed	1	2.13%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	20	42.56%	20
2 BR	16	34.05%	16
3 BR	6	12.76%	6

Housing Needs of Families on the Waiting List			
4 BR	5	10.63%	5
5 BR	n/a	n/a	n/a
5+ BR	n/a	n/a	n/a
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	407		50
Extremely low income <=30% AMI	397	97.54%	
Very low income (>30% but <=50% AMI)	9	2.21%	
Low income (>50% but <80% AMI)	1	.25%	
Families with children	224	55.03%	
Elderly families	12	2.94%	
Families with Disabilities	69	16.95%	
Race/ethnicity	248	60.93%	
Race/ethnicity	129	31.70%	
Race/ethnicity	1	.27%	
Race/ethnicity	5	1.22%	
Race/ethnicity	5	1.22%	
Race/ethnicity	19	4.66%	

Housing Needs of Families on the Waiting List

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

If yes:

How long has it been closed (# of months)? 2 Months

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

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)

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)
Utilize the Section 8 Landlord Social to promote the Section 8 HCV program by making the social available to all landlords in the area; market the program to the Landlord Association and other interested local groups.

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2007 grants)		
a) Public Housing Operating Fund	\$443,198	
b) Public Housing Capital Fund	\$356,015	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$901,031	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
h) Community Development Block Grant		
i) HOME	\$34,237	TBRA Program
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2005 Capital Fund	\$66,063	Modernization
2006 Capital Fund	\$274,877	Modernization
		TBRA Assistance
3. Public Housing Dwelling Rental Income	\$511,000	Operations
4. Other income (list below)		
Cellular Towers	\$24,000	General Fund
CHDO Property Maint. Agreement	\$5,000	General Fund
CHDO Property Mgmt. Agrmt.	\$20,000	General Fund
Vending Machines, Late Fees, Work Orders, Etc.	\$15,000	General Fund
Interest	\$3,000	General Fund
4. Non-federal sources (list below)		
City of Manhattan Special Alcohol Fund	\$4,000	Alcohol and Drug Prevention/Awareness Activities
Total resources	\$2,657,421	

- *Capital funding decreased for 2006*
- *Helping Hands Program eliminated*
- *ROSS RSDM grant completed in 2005*
- *ROSS NNC grant completed in 2006*
- *Operating Subsidy 86.2% eligibility in 2006*

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- When families are within a certain number of being offered a unit: (state number)
 - When families are within a certain time of being offered a unit: (state time)
 - Other: (describe)
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
 - Rental history
 - Housekeeping
 - Other (describe)
- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- Community-wide list
 - Sub-jurisdictional lists
 - Site-based waiting lists
 - Other (describe)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
 - PHA development site management office
 - Other (list below)
 - o *Web Site*

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

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

(3) Assignment

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

(4) Admissions Preferences

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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)
 - o *Monthly Newsletters*
 - o *Resident Meetings*

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

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

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

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

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

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

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

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

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

- Criminal or drug-related activity
 Other (describe below)
 - o *Other rental history from PHA residents upon written request*

(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)
 - o *Web Site*

(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:

- o *Medical incapacitation during search period*
- o *Reasonable Accommodation*
- o *Inability to locate suitable unit due to market conditions*

(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)
 - o *Displaced due to local economic development*
 - o *Displaced due to federally declared disaster*

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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)
 - o ***Monthly Newsletter***

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

- Through published notices
- Other (list below)
 - o ***Social Service Agencies***
 - o ***Media***

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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)
 - o ***Child Support Payments for children outside the household***
 - o ***Unreimbursed Child Care for Working Families***

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)
 - o *Current market and/or sub-market rates*
 - o *FMR's for the Area*

(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. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached. (*Attachment No. KS063a01*)
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	262	100
Section 8 Vouchers	197	50
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	0
Public Housing Drug Elimination Program (PHDEP)	0	0
ROSS RSDM	41	10
Family Self-Sufficiency	18	4

C. Management and Maintenance Policies

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

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

- *MHA Employee Manual & Personnel Policy*
- *Admissions & Continued Occupancy Policy*
- *Confidentiality Agreement*
- *ADA Services and Policy*
- *Capitalization Policy*
- *Civil Rights Certification*
- *Criminal Records Management Policy*
- *Demolition Policy*
- *Disposition Policy*
- *Equal Housing Opportunity policy*
- *Ethics Policy*
- *Eviction Policy*
- *Grievance Policy & Procedure*
- *Hazardous Materials Policy*
- *Homeownership Policy*
- *Lease Agreement*
- *Maintenance Plan*
- *Natural Disaster Policy*
- *Pest Control Policy*
- *Pet Policy*
- *Rent Collection Policy*
- *Transfer Policy*

(2) Section 8 Management: (list below)

- *MHA Employee Manual & Personnel Policy*
- *Administrative Plan*
- *Confidentiality Policy*
- *Confidentiality Agreement*
- *ADA Services and Policy*
- *Civil Rights Certification*
- *Criminal Records Management Policy*
- *Equal Housing Opportunity policy*
- *Ethics Policy*
- *Grievance Policy and Procedure*
- *Homeownership Policy*

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

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

Capital Fund Grant Number KS16P06350106 FFY of Grant Approval: (10/2006)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	\$0
2	1406 Operations	\$60,000
3	1408 Management Improvements	\$40,000
4	1410 Administration	\$55,000
5	1411 Audit	\$0
6	1415 Liquidated Damages	\$0
7	1430 Fees and Costs	\$15,000
8	1440 Site Acquisition	\$0
9	1450 Site Improvement	\$22,500
10	1460 Dwelling Structures	\$9,900
11	1465.1 Dwelling Equipment-Nonexpendable	\$149,000
12	1470 Nondwelling Structures	\$0
13	1475 Nondwelling Equipment	\$5,000
14	1485 Demolition	\$0
15	1490 Replacement Reserve	\$0
16	1492 Moving to Work Demonstration	\$0
17	1495.1 Relocation Costs	\$0
18	1498 Mod Used for Development	\$0
19	1502 Contingency	\$0
20	Amount of Annual Grant (Sum of lines 2-19)	\$356,400.00
21	Amount of line 20 Related to LBP Activities	\$0
22	Amount of line 20 Related to Section 504 Compliance	\$0
23	Amount of line 20 Related to Security	\$4,500
24	Amount of line 20 Related to Energy Conservation Measures	\$145,000

**Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA-Wide	Salaries & Benefits	1406	\$60,000
PHA-Wide	Salaries & Benefits	1408	\$25,000
PHA-Wide	Computer Upgrades	1408	\$10,000
PHA-Wide	Travel & Training	1408	\$5,000
PHA-Wide	Salaries & Benefits	1410	\$55,000
KS16P063010 Pott Ct/Hudson Cir	A/E Fees	1430	\$15,000
KS16P063007 Baehr Place	Repair/Replace sidewalks as needed	1450	\$1,000
KS16P063008 Carlson Plaza	Greenhouse Repair	1450	\$1,000
KS16P063008 Carlson Plaza	Add Dumpster Screening & Pad	1450	\$2,500
KS16P063010 Pott Ct/Hudson Cir	Trim all trees	1450	\$10,000
KS16P063008 Carlson Plaza	Sidewalk Repair and Replacement	1450	\$1,000
KS16P063010 Pott Ct/Hudson Cir	Repair Sprinkler System (Control Box)	1450	\$5,000
KS16P063006 Apartment Towers	Add Dumpster Screening	1450	\$2,000
KS16P063008 Carlson Plaza	Replace Carpet as needed	1460	\$2,500
KS16P063008 Carlson Plaza	Add GFI receptacles in kitchens	1460	\$900
KS16P063006 Apartment Towers	Replace Carpet as needed	1460	\$2,000
KS16P063010 Pott Ct/Hudson Cir	Replace passage locks with accessible locks	1460	\$4,500
KS16P063007 Baehr Place	Replace outside faucets (35) with backflow prevention type	1465	\$1,000
KS16P063010 Pott Ct/Hudson Cir	Replace HVAC systems and ad covers to condensers	1465	\$145,000
PHA-Wide	Replace Stoves As Needed	1465	\$1,500
PHA-Wide	Replace Refrigerators As Needed	1465	\$1,500
PHA-Wide	Replace Uniforms	1475	\$5,000
	Total		\$356,400.00

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
KS16P063005 Flint Hills Place	n/a	n/a
KS16P063006 Apartment Towers	12-31-2008	12-31-2009
KS16P063008 Carlson Plaza	12-31-2008	12-31-2009
KS16P063010 Pott Ct/Hudson Cir	12-31-2008	12-31-2009
PHA-Wide	12-31-2008	12-31-2009

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name **KS063b01**)

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

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

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

- o ***Rehabilitation of Flint Hills Place***

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	Flint Hills Place
1b. Development (project) number:	KS063
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved , submitted, or planned for submission:	(06/29/2006)
5. Number of units affected:	
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: January 2008 b. Projected end date of activity: December 2009

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application	

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

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, which statement best describes the number of participants? (select one)

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 02/01/2002

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
ROSS – RSDM	41	Random Selection	PHA Administrative Office, FHP Site Office	Public Housing

2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	41 (as of 7/21/2006)	41
Section 8	18	18 (as of 9/1/2006)

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

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)
 - o *Additional security measures are needed at the Apartment Towers and Carlson Plaza to ensure the safety, security and peace of mind of residents against outside intruders; these needs are being addressed in the 2006 and 2007 Capital Fund programs.*

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

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

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

- o *Apartment Towers and Carlson Plaza*

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

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

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

2. Which developments are most affected? (list below)
- o *Apartment Towers and Carlson Plaza*

C. Coordination between PHA and the police

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

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

2. Which developments are most affected? (list below)
- o *All*

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? 7
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name)
 Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
 Considered comments, but determined that no changes to the PHA Plan were necessary.
 The PHA changed portions of the PHA Plan in response to comments
List changes below:
 Other: (list below)

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

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

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

3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)
 - o ***ALL Board members are appointed by the Mayor; the candidate must complete an Interest Form and submit to the City Clerk's Office for consideration***

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)
 - o ***This position is a Mayoral appointment***

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

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

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

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

- o ***To increase affordable housing in the community***

D. Other Information Required by HUD

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

Substantial Deviation/Significant Amendment:

The Manhattan Housing Authority definition of a substantial deviation would be anything having a major impact on the services we provide or the solvency of this agency.

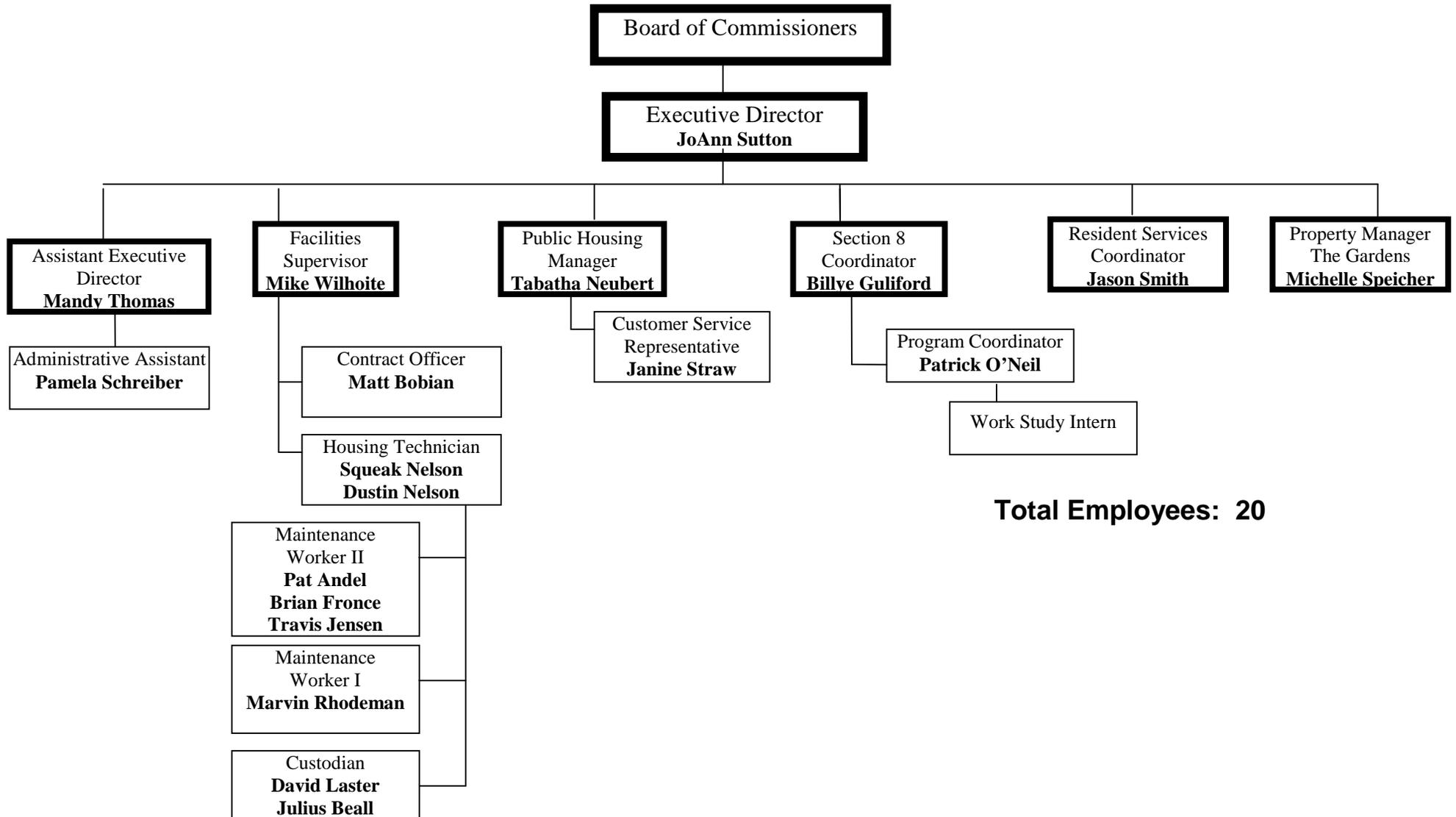
Attachments

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

<u>Attachment Number</u>	<u>Attachment Description</u>
KS063a02	Organizational Chart
KS063b02	Five-Year Plan
KS063c02	Community Service Policy & Procedure
KS063d02	Deconcentration Policy
KS063e02	Pet Policy
KS063f02	Resident Advisory Board Members
KS063g02	Board of Commissioners
KS063h02	Capital Fund Tables

Manhattan Housing Authority

August 13, 2006



Total Employees: 20

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name		<u>Manhattan Housing Authority</u>		XOriginal 5-Year Plan <input type="checkbox"/> Revision No: 1	
Development Number/Name HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 12/31/2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 12/31/2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 12/31/2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 12/31/2011
KS16P063005		N/A	N/A	N/A	N/A
KS16P063006 Apartment Towers	Current	Replace Carpet As Needed	Replace Carpet as Needed Replace Kitchen Cabinets and Bathroom Vanities Replace Kitchen and Bathroom Countertops and Faucet fixtures Replace Shower Stalls A/E Fees	Replace Carpet as Needed Replace all Drapery with Energy Efficient Drapery in Hallways	Replace Windows (hase I) Replace Carpet as Needed A/E Fees
KS16P063007 Baehr Place	Annual	Install New Vinyl in Kitchen Install Carpet in Living Room and Bedrooms Replace Bathroom Vinyl Replace all Light Fixtures	Replace Carbon Monoxide Detectors	Repair/Replace sidewalks as needed	Replace Playground Equipment

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name		<i><u>Manhattan Housing Authority</u></i>		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: 1	
KS16P063008 Carlson Plaza	Statement	Sidewalk Repair and Replacement Replace Carpet as Needed Replace Trash Compactor Add GFI receptacles in all Kitchens	Replace Carpet as Needed	Replace Carpet as Needed Replace Windows Recover Flat Roof A/E Fees	Replace Carpet as Needed Building Fire Sprinklers, Phase I A/E Fees
KS16P063010 Hudson Circle and Pottawatomie Court		Replace Passage lock with assembly type Trim all trees (professionally) New control box on sprinkler systems Replace bi-fold closet doors Replace CO2 Detectors	Repair/Replace sidewalks as needed	Replace Siding on all Buildings (w/ vinyl)	Replace all Privacy Fencing
PHA Wide		Computer Upgrades, As Needed Travel & Training Salaries & Benefits Digital Projector Industrial Carpet Steam Cleaner Floor Buffer Drain Sewer Camera Concrete Grinder	Computer Upgrades, As Needed Travel & Training Salaries & Benefits	Computer Upgrades, As Needed Travel & Training Salaries & Benefits Bobcat Lawn Tractor	Computer Upgrades, As Needed Gravel & Training Salaries & Benefits Replace Van Salt Spreader

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year 2 FFY Grant: 2008 PHA FY: 12/31/2008			Activities for Year 3 FFY Grant: 2009 PHA FY: 12/31/2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual Statement	KS16P063005	n/a	n/a	KS16P063005	n/a	n/a
	KS16P063006	1460	\$2,500	KS16P063006	1460	\$187,900
					1465	\$9,800
					1430	\$20,000
	KS16P063007	1450	\$1,500	KS16P063007	1450	\$1,000
		1460	\$68,000			
		1430	\$12,000			
	KS16P063008	1450	\$1,000	KS16P063008	1460	41,500
		1460	\$3,500			
		1465	25,000			
	KS16P063010	1450	\$13,000	KS16P063010	1460	\$1,500
		1460	\$17,000			
		1465.1	\$2,500			
	PHA-Wide	1406	70,000	PHA-Wide	1406	60,000
		1408	40,000		1408	40,000
		1410	65,000		1410	60,000
		1475	14,000			
	Total CFP Estimated Cost		\$325,000			\$381,700

THE MANHATTAN HOUSING AUTHORITY

***POLICY AND PROCEDURE FOR COMMUNITY SERVICE
REQUIREMENTS***

Community Service Program was mandated by congress under the Public Housing Reform Act of 1998 and it requires every adult (nonexempt) resident of Public Housing to perform 8 hours of community service each month, participate in a self-sufficiency program for at least 8 hours every month or combination of each activity.

Community Service and Self-Sufficiency Programs applies to all nonexempt, adult residents in Public Housing. There are numerous exemptions under the law for adult residents who are unable to participate or for whom the provision is unfeasible (24CFR 960.601) including persons:

- Are 62 years or older.
- Are blind or disabled (as defined under 216(I) (1) or 1614 of the Social Security Act (42 U.S. C. 416(I)(1); 1382c) and who certify that because of this disability they are unable to comply with the service provisions; or primary caretakers of such an individual.
- Are engaged in work activities.
- Meet the requirements for being exempt from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act (42U.S.C. 601 et seq.) or under any other welfare program of the State in which the PHA is located, including a State-administered welfare-to-work program.
- Are members of a family receiving assistance, benefits, or services under the State program funded under part A of title IV of the Social Security Act (42U.S.C. 601 et seq.); or under any other welfare program of the State in which the PHA is located, including a State administered welfare-to work program and has not been found by the State or other administering entity to be in non-compliance with such a program.

All residents must comply with the Community Service and Self-Sufficiency Program requirements beginning with PHA fiscal year on or after October 1, 2000 (24CFR 960.600).

Residents are required to perform either 8 hours of community service, participating in 8 hours of an economic self-sufficiency program, or performing a combination of both for 8 hours per month.

The term Community Service Program is defined in 24 CFR 906.601 as the performance of voluntary work or duties that are a public benefit and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community.

Community service is not employment and may not include political activities. Community service or self-sufficiency activities performed by residents may not be substituted for work ordinarily performed by PHA employees, or replace a job at any location where residents perform activities to satisfy the service requirement (24 CFR 906.609).

The Manhattan Housing Authority will maintain a list of eligible groups and or activities that will qualify for community service.

Economic Self-sufficiency Program is defined in 24 CFR 5.603 as any program “designed to encourage, assist, train, or facilitate the economic independence of HUD-assisted families or to provide work for such families”. These programs include job training, employment counseling, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship and any program necessary to ready a participant for work (including a substance abuse or mental health treatment program) or other work activities.

IMPLEMENTATION

The Manhattan Housing Authority or designee (with a cooperative agreement) will administer the Community Service Program requirement procedure. The Public Housing Manager or designee will be responsible for the verification and compliance monitoring requirements. Documentation of exemption or certification of performance of Community Service will be maintained in resident file.

NOTIFICATION

All residents will be notified of the Community Service Program requirements and asked to respond in order to determine exempt and nonexempt family members.

All applicants will be notified of the Community Service Program requirements at the time of Eligibility. Appropriate materials for compliance will be part of the lease up packet and orientation. At residents annual re-exam third party certification will be required and compliance will be verified.

The PHA will give the family a written description of the service requirements, the process of claiming status as an exempt person, the process for determining any changes to the exempt or nonexempt status, and the verification required by the PHA. The written notification shall identify the family members who are subject to the service requirements and the family members who are exempt persons

The Housing Authority will comply with all nondiscrimination and equal opportunity requirements when making opportunities available for Community Service Program requirements.

VERIFICATION

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

However, residents who are exempt because they are:

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

COMPLIANCE AND THE PHA LEASE

The Manhattan Housing Authority will incorporate the community service and self-sufficiency provision into the resident lease.

The Manhattan Housing Authority will review the family compliance with the service requirements, and must verify such compliance annually at least 30 days before the annual rectification of the lease term. If qualifying activities are administered by an organization other than the Housing Authority, the Housing Authority shall obtain verification of family compliance from such third parties.

NONCOMPLIANCE & HOUSING AUTHORITY OBLIGATIONS

The Manhattan Housing Authority must provide notification to residents of noncompliance in the event the resident is not fulfilling his or her obligation.

The Housing Authority must describe the noncompliance and state that the lease may not be renewed at the annual rectification unless resident complies with written agreement to cure noncompliance.

The Housing Authority must offer the resident opportunity to enter into a written agreement with the Housing Authority to cure the noncompliance in accordance with the agreement. This agreement should include:

- The number of noncompliance hours the resident must provide of service or activities for the current lease term.
- Assurance that all members of the family who are subject to the service requirement are currently complying with the service requirement, or:
- Written assurances satisfactory to the Housing Authority that the resident or other noncompliant resident no longer resides in the unit.

The Housing Authority must inform resident that they may request a grievance hearing on the PHA's determination of noncompliance in accordance with part (24CFR 960.966, subpart B). The Housing Authority must retain reasonable documentation of service requirement performance or exemption in participant files. The Housing Authority must comply with nondiscrimination listed in 24 CFR 5. 105(a).

RESIDENT RESPONSIBILITIES

1. Provide and cooperate with Housing Authority regarding verification of exempt or nonexempt status for community service and self-sufficiency requirement.
2. Report any changes in writing regarding exempt or nonexempt status to Housing Authority within 10 (ten) working days.
3. For all adult residents in public housing, except those determined to be exempt, contribute 8 hours per month of community service or participate in an economic self-sufficiency program for 8 hours per month or perform a combination of both for 8 hours per month. Activities cannot include political activities nor be substituted for work ordinarily performed by Housing Authority employees, or replace a job at any location where residents perform activities to satisfy the service requirement (24 CFR 960.603).
4. Provide Housing Authority with information verifying compliance with service requirement including number of hours accomplished under activity.
5. **Family Obligations Under the Lease.** Residents are required under 24 CFR 960.607 (c) to comply with the service requirement. This requirement extends to all adult residents in the household who are determined nonexempt from the requirement. The lease shall specify that it shall be renewed automatically for all purposes, unless the family fails to comply with the service requirement. Violation of the service requirement is grounds for nonrenewal of the lease at the annual recertification of the lease (24 CFR 960.603). If a resident or another family member has violated the service requirement, **the PHA may not renew the lease upon expiration of the term unless:**
 - A. The resident, and any other noncompliant resident, enter into a written agreement with the Housing Authority, in the form and manner required by the Housing Authority, to cure such noncompliance by completing the additional hours required prior to completion of annual recertification of the lease.
 - B. All other members of the family who are subject to the service requirement are currently complying with the service requirement or are no longer residing in the unit.

H. DECONCENTRATION OF POVERTY AND INCOME-MIXING

The MHA's admission policy is designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The MHA will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the MHA's deconcentration efforts.

The MHA will use the gathered tenant income information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the MHA in its deconcentration goals.

If the MHA's annual review of tenant incomes indicates that there has been a significant change in the tenant income characteristics of a particular project, the MHA will evaluate the changes to determine whether, based on the MHA methodology of choice, the project needs to be redesignated as a higher or lower income project or whether the MHA has met the deconcentration goals and the project needs no particular designation.

Deconcentration and Income-Mixing Goals

Admission policies related to the deconcentration efforts of the MHA do not impose specific quotas. Therefore, the MHA will not set specific quotas, but will strive to achieve deconcentration and income-mixing in its developments.

For higher income projects, an occupancy rate of 40% very low- and extremely low-income families.

For lower income projects, an occupancy rate of 40% families at or above the low-income limit (80% of area median).

In the upcoming fiscal year, the MHA will strive to achieve the following goals for deconcentration of poverty and income-mixing:

In the upcoming fiscal year, the MHA will target the following developments for deconcentration and income-mixing:

Lower income developments where the MHA's goal is to increase higher income families:

Pottawatomie Court and Hudson Circle

Higher income developments where the MHA's goal is to increase lower income families:

Flint Hills Place, Baehr Place

Project Designation Methodology

The MHA will determine and compare tenant incomes at the developments listed in this Chapter.

The MHA will determine and compare the tenant incomes at the developments listed in this Chapter and the incomes of census tracts in which the developments are located.

Upon analyzing its findings the MHA will apply the policies, measures and incentives listed in this Chapter to bring higher income families into lower income developments and lower income families into higher income developments.

The MHA's goal is to have eligible families having higher incomes occupy dwelling units in projects predominantly occupied by eligible families having lower incomes, and eligible families having lower incomes occupy dwelling units in projects predominantly occupied by eligible families having higher incomes.

Families having lower incomes include very low- and extremely low-income families.

Skipping of families for deconcentration purposes will be applied uniformly to all families.

When selecting applicant families [and assigning transfers] for a designated project the MHA will determine whether the selection of the family will contribute to the MHA's deconcentration goals.

The MHA will not select families for a particular project if the selection will have a negative effect on the MHA's deconcentration goals. However, if there are insufficient families on the waiting list [or transfer list], under no circumstances will a unit remain vacant longer than necessary.

Breakdown Method

The MHA will define as a higher income development and which is more than 80 percent occupied by families whose incomes are at or above 80% of area median income.

The MHA will define as a lower income development which is more than 70 percent occupied very low- or extremely low-income families.

MANHATTAN HOUSING AUTHORITY
PET POLICY
RESOLUTION NO. 062304-A
June 23, 2004

Amending

Resolution No. 120595-D	December 05, 1995
Resolution No. 060788-B	June 07, 1988
Resolution No. 101800-A	October 18, 2000
Resolution No. 062304-A	June 23, 2004
Resolution No. 021506-E	February 15, 2006

A RESOLUTION OF THE GOVERNING BODY OF THE MANHATTAN HOUSING AUTHORITY, CONCERNING KEEPING OF ANIMALS ON MANHATTAN HOUSING AUTHORITY PROPERTY.

BE IT RESOLVED that this policy implements provisions of Section 227 of the Housing Urban-Rural Recovery Act of 1983 and Section 526 of the Quality Housing and Work Responsibility Act concerning ownership of pets in federally assisted rental housing.

Under 24 CFR Part 942, Subpart A, Section 1 (b):

No owner or manager of federally assisted rental housing for the elderly or handicapped may as a condition of tenancy or otherwise, prohibit or prevent tenants of such housing from owning or keeping common household pets in their units or restrict or discriminate against persons in connection with admission to, or continued occupancy of, such housing because they own common household pets.

Under 24 CFR Part 942, Subpart A, Section 2 (a):

Tenants who may own pets in elderly and handicapped units must be an elderly, disabled or handicapped family or person as defined by Federal law.

Under 24 CFR Part 942, Subpart A Section 2 (b):

Project for the elderly or handicapped means any project assisted under Title I of the United States Housing Act of 1937 (other than under Section 8 or 17 of the Act), including any building within a mixed-use project, that was designated for occupancy by the elderly or handicapped at its inception or, although not so designated, for which the PHA gives preference in tenant selection (with HUD approval) for all units in the project (or for a building within a mixed-use project) to elderly or handicapped families.

Section 526 of the Quality Housing and Work Responsibility Act:

Permits a resident of a dwelling unit in public housing to own one or more common household pets or have one or more common household pets present in a dwelling unit of such resident subject to reasonable requirements of the public housing agency, if the resident maintains each pet responsibly and in accordance with applicable state and local public health animal control and anti-cruelty laws and regulations and within the policies established by the public housing agency. Reasonable requirements may include requiring a nominal fee, a pet deposit or both;

limitations on the number of pets in a unit, based on unit size, prohibitions on the types of animals that are classified as dangerous, prohibitions on individual animals based on certain factors, including size and weight of the animal, and prohibitions or restrictions based on size and type of building or project, or other relevant conditions. In compliance with these laws the MHA extends this policy to all its properties.

WHEREAS, the following policy is hereby established in accordance with provisions of the Fair Housing Act and Section 504 of the Rehabilitation Act of 1973 with regard to the keeping, or allowing, of animals to assist the disabled upon Manhattan Housing Authority property.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Manhattan Housing Authority, that rules govern the keeping of pets in all Manhattan Housing Authority property shall be adopted as follows:

POLICY

This policy governs the keeping of all pets by any person, whether that person is a resident or guest, upon property of the Manhattan Housing Authority, except under the following circumstances:

- a. Pets must be kept within the tenant's dwelling only.
- b. Any person with a disability may keep or maintain upon Housing Authority property an animal that assists such person with his or her disability; however, any animals not specifically trained and certified as an assistive animal shall be considered a pet and subject to these policies unless otherwise stated.
- c. Any resident of the Housing Authority may keep and maintain a reasonable number of hamsters, gerbils, birds and fish, which are commonly maintained as household pets. The determination of a reasonable number, as well as the determination of what types of birds or fish are commonly maintained as household pets, shall be at the sole discretion of the Housing Authority, through its responsibilities set forth hereinafter.
- d. Any resident, upon prior approval, may be allowed to keep or maintain, **one** cat or dog, weighing no more than 20 pounds and no taller than 15 inches at the shoulder. In no case will the following breeds be allowed: Chow Chow, Rottweiler, Doberman Pinscher, Pit Bull, any mix of these breeds, any part-wolf mix, exotic or wild animals. No dog known to be dangerous or with a history of biting will be allowed. *Assistive animals are not subject to the size (weight and height) requirements set forth in this paragraph.*

Residents shall comply with the procedures and responsibilities set forth hereinafter.

PROCEDURE

1. Any resident who desires to keep, or maintain, a pet or assistive animal upon Housing Authority property must comply with the following procedures:
 2. Prior to keeping or maintaining any pet or assistive and companion animal, on the premises, the resident must register the animal with the Manhattan Housing Authority, on a form provided by the Housing Authority. The resident must update the registration annually, at a time established by the Housing Authority. In addition to the registration, the resident must provide the following within two weeks from approval.
 - ___ Residents with disabilities must provide a medical certification of the need for an assistive animal.
 - ___ A copy of current City License, if applicable.
 - ___ Certificate from a veterinarian each year certifying the animal is in good health and has all necessary shots and/or vaccinations, excluding birds, fish, hamsters and gerbils.
 - ___ Proof that the animal is spayed or neutered, excluding fish, birds, hamsters, gerbils and assistive animals, if applicable.
 - ___ Proof that any cat except assistive, is de-clawed, if applicable.
 - ___ Information sufficient to identify the animal; i.e., photograph, excluding birds, fish, hamsters and gerbils.
 - ___ The name, address and phone number of one or more responsible parties who will care for the animal if the resident is incapacitated, or otherwise unable to care for the animal.
 3. One-half of the established unit size security deposit shall be deposited in addition to the regular security deposit plus a non-refundable fee of \$25.00. The deposit and fee must be paid in one full payment. The pet deposit shall be refunded upon move-out, or if the renter no longer owns a pet, if the pet has caused no damages.
 4. The requirement set forth in paragraph (3) shall not apply to assistive animals and fish, birds, hamsters, and gerbils.

5. Prior to maintaining an animal upon Housing Authority property, the resident must sign a copy of this policy. Upon signing a copy of the policy, the resident's lease shall be deemed to be amended by the terms of this policy, and a breach of the policy shall also be deemed to be a breach of the lease.

RESPONSIBILITIES

After receiving approval by the Housing Authority to keep or maintain an animal, the resident shall abide by the following:

Inside of the Unit

1. Resident must not alter any housing unit, interior or exterior, or any part of the premises to accommodate a pet or assistive animal unless prior written approval by management has been obtained.
2. Residents who own an animal must take adequate precautions to eliminate odors, fleas, ticks, and other vermin created by the animal, and must dispose of animal waste properly in the following manner:
 - a. Residents are responsible for providing litter boxes and promptly cleaning up and disposing of waste matter. Residents must not allow waste to accumulate in the unit or dispose of animal waste in a trash chute. Animal owners will deliver pet waste to the outside trash container which has a secure lid.
 - b. Animal waste must not be allowed to accumulate on the site that is used for animal's relief. Pet waste must be removed immediately from the dwelling, yard, or common space.
 - c. Sanitation – Foul pet odors or the presence of pet waste inside the unit is considered poor sanitation. This includes dirty litter boxes. All cats must be trained to use the litter box. Cat litter boxes must be regularly and frequently changed and dispose of by emptying in plastic bags for deposit in the appropriate containers.
3. Should the pet become abandoned or left unattended for any reason, the MHA has the right to remove or have the pet removed from the premises and provide for its welfare in the most humane way possible. Any cost for care or transportation will be the responsibility of the resident. The resident agrees to hold the MHA harmless for any fees, fines or damage caused by the collection, removal or care of the pet.

4. Dogs must not be left unattended overnight or any length of time or become a nuisance to neighbors through noise or odor. Residents agree to board the pet or make arrangements for its supervision if resident is away from the premises overnight or away for a length of time. Neglect of the pet as determined by MHA staff shall cause the privilege of keeping the pet to be revoked at the discretion of the MHA.
5. If MHA staff or agent can not enter a unit after proper notice to do routine work orders, annual inspections, preventative maintenance inspections or in case of emergency because of the behavior of the pet, it shall be considered interference with MHA staff or agent's duties and responsibilities. The resident will be given a warning on the first offense and charged a trip charge consistent with the sum listed in the current maintenance schedule of charges.

Outside of the Unit

1. When not in resident's unit, dogs must be firmly attached to a leash or chain under the physical control of its owner or keeper and must wear a collar that identifies them. Pets are not allowed to run at large. Any animal not on a leash or physically under the control of its owner will be considered at large. If this happens, animal control will be called and a warning issued by the MHA to the pet owner. Dogs and cats must otherwise be kept indoors; pets may not be chained outside the unit, other structures, or left unattended outside even if leashed or chained.
2. All dogs will be kept on a leash and a cat will be held in arms; either must be under the physical control of its owner or keeper at all times when not in the resident's unit. Animals shall not be allowed in the interior or exterior common areas of the development, except for the purpose of entering or existing the buildings (except for assistive animals).
3. When in common areas all pets must be held in the owner's arm(s) or cage unless the pet is used for mobility purposes.

Damage or Destruction Caused by the Pet

1. The resident is liable for any damages caused by the animal (including bodily harm to individuals) and for any damages to the Housing Authority buildings or property.
2. Any damages incurred by the animal, which require immediate attention will be charged to the owner according to the established damage policy. Any other damages will be assessed at the time the resident vacates the unit and deducted from the deposit.

3. The resident agrees to pay for damage or destruction caused by the pet to the premises, equipment or other MHA property above and beyond the pet security deposit.
4. The resident agrees to hold MHA harmless against any and all claims, actions, suits, judgments and demands brought by any other party on account of activity or damages by the owner's pet.
5. The MHA, its agents or employees shall bear no responsibility for occurrence of harm, injury or death to pet caused by the agents or employees, guests, independent contractors, residents or other persons on the premises.

Removal of Pet

1. For failure to correct the indicated problem, or repeated pet policy violations, the resident will be asked to remove the pet or vacate the premises.
2. The resident agrees to board the pet or otherwise remove the pet from the premises for the balance of the lease term if the pet becomes a nuisance or interferes with the rights of peaceful enjoyment of other residents, interferes with the MHA staff or its agents ability to do their duties.

Management Responsibilities

1. In the event of policy infraction by residents, management shall take appropriate action with resident to correct the problem. In the event management and the resident cannot agree on resolution of the problem, the resident may utilize the Grievance Procedure; however, the pet must be removed from the unit until the Grievance Procedure has been completed.
2. Management may remove the pet from the dwelling in the event that death or inability to care for the pet makes this action necessary.
3. Management may immediately remove a pet that has become a nuisance or danger to residents. The resident shall be responsible for any costs incurred for the animal at the animal shelter.
4. Management has the right to ask proper authorities to remove a pet that is judged to be suffering from ill health and/or neglect.
5. Resident must abide by all City, State and Federal regulations not specifically mentioned in this policy.
6. The MHA will not held liability for injuries incurred by any pet while on MHA property.

7. Any resident who has received one (1) warning and two (2) lease violations on any pet will be asked to remove the pet from the property. Continuous violations of the Pet Policy will be considered the same as repeated violations of the lease. Also, MHA reserves the right to enforce the removal of any pet per the City Ordinance of Manhattan. In addition, residents must abide by the MHA Pet Policy, the City of Manhattan Ordinance No. 4473, 5068 and 6022.

Exceptions to the Pet Policy and Procedure

Management reserves the right, at it's discretion, to waive any or all of the requirements of the Pet Policy and procedures as set forth herein. Such waivers must be requested by resident, in writing, at the time the pet is registered with the MHA. Sole discretion in approving such requests shall lie with the Manhattan Housing Authority, based on instances or circumstances that are warranted and can be documented by resident requesting the waiver and verified by MHA management. Waiver of one or more sections of this Policy and Procedure shall not relieve pet owner from adherence to the remaining terms and conditions of this.

BE IT FURTHER RESOLVED that this Pet Policy adopted by this resolution shall be effective July 23, 2004.

ADOPTED THIS 23rd DAY OF JUNE, 2004.

SEAL

Ida Jane Leupold, Chair
Manhattan Housing Authority
Board of Commissioners

Jai Johnson, PHM
Executive Director

Manhattan Housing Authority Resident Advisory Board Members

Attachment No. ks063f02

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HOUSING AUTHORITY BOARD OF COMMISSIONERS

Attachment No. ks063g02

BOARD MEMBER NAME & ADDRESS	HOME PHONE	WORK PHONE	E-MAIL ADDRESS	LENGTH OF TERM	DATE OF APPOINTMENT	TERM EXPIRES
Bruce Snead 810 Pierre St Manhattan, KS 66502	785-537-7260	785-532-4992 Fax: 785-532-6952	bsnead@ksu.edu	4 Years	3/4/2005	3/3/2009
Torry Dickinson 2391 Grandview Terrace Manhattan, KS 66502	785-539-4028	785-532-7781	dickens@ksu.edu	4 Years	3/3/2006	3/3/2008
Gary D Olds 3308 Frontier Circle Manhattan, KS 66502	785-776-5437	785-564-2893	garyolds@sbcglobal.net	4 Years	3/4/2006	3/3/2010
Andy Carson 5016 Skyway Drive 66503 3109 Willowood Circle Manhattan, KS 66502	785-539-7042	785-537-8111 537-8124	andycarson@carsonhomesales.com	4 Years	12/6/2005	3/3/2007
Ida Jane Leupold 301 Brook Valley Manhattan, KS 66502	785-565-0071	N/A Fax: N/A	n/a	4 Years	3/4/2003	3/3/2007
Randy Stitt 1816 Plymouth Manhattan, KS 66502	785-776-7588	785-323-4245 Fax: 785-323-1112	randy.stitt@cfnbmanhattan.com	4 Years	8/15/2004	3/3/2008
Carol Gould 4812 Rockridge Ct. Manhattan, KS 66502	785-539-9513	785-238-3103 ext. 303	carol.gould@jcks.com	4 Years	6/15/2005	6/15/2009

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Annual Statement/Performance and Evaluation Report

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

PHA Name: MANHATTAN HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: KS16P06350104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/2006
 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	\$0	\$0	\$0	\$0
2	1406 Operations	\$70,000	\$66,686	\$66,686	\$66,686
3	1408 Management Improvements	\$67,384	\$74,751	\$74,751	\$74,751
4	1410 Administration	\$63,397	\$66,219	\$66,219	\$66,219
5	1411 Audit	\$0	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$0	\$0	\$0	\$0
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$4,000	\$6,046	\$6,046	\$6,046
10	1460 Dwelling Structures	\$76,145	\$86,177	\$86,177	\$86,175
11	1465.1 Dwelling Equipment—Nonexpendable	\$79,000	\$82,515	\$82,515	\$82,515
12	1470 Nondwelling Structures	\$10,000	\$0	\$0	\$0
13	1475 Nondwelling Equipment	\$35,110	\$22,642	\$22,642	\$22,642
14	1485 Demolition	\$0	\$0	\$0	\$0
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0
16	1492 Moving to Work Demonstration	\$0	\$0	\$0	\$0
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0
18	1499 Development Activities	\$0	\$0	\$0	\$0
19	1501 Collaterization or Debt Service	\$0	\$0	\$0	\$0
20	1502 Contingency	\$0	\$0	\$0	\$0
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$405,036.00	\$405,036.00	\$405,036.00	\$405,034.00
22	Amount of line 21 Related to LBP Activities	\$0	\$0	\$0	\$0
23	Amount of line 21 Related to Section 504 compliance	\$0	\$0	\$0	\$0
24	Amount of line 21 Related to Security – Soft Costs	\$0	\$0	\$0	\$0
25	Amount of Line 21 Related to Security – Hard Costs	\$10,000	\$0	\$0	\$0
26	Amount of line 21 Related to Energy Conservation Measures	\$0	\$0	\$0	\$0

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

PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Salaries	1406		\$66,900	\$64,042	\$64,042	\$64,042	100%
PHA-WIDE	Employee Benefits	1406		\$3,100	\$2,644	\$2,644	\$2,644	100%
PHA-WIDE	Salaries	1408		\$45,000	\$34,000	\$34,000	\$34,000	100%
PHA-WIDE	Employee Benefits	1408		\$6,433	\$6,100	\$6,100	\$6,100	100%
PHA-WIDE	Travel & Training	1408		\$1,500	\$5,000	\$5,000	\$5,000	100%
PHA-WIDE	Video Equipment	1408		\$651	\$651	\$651	\$651	100%
PHA-WIDE	Laptop Computer	1408		\$1,800	\$0	\$0	\$0	0%
PHA-WIDE	Computer Upgrades	1408		\$12,000	\$29,000	\$29,000	\$29,000	100%
PHA-WIDE	Salaries	1410		\$52,433	\$54,847	\$54,847	\$54,847	100%
PHA-WIDE	Employee Benefits	1410		\$10,964	\$11,372	\$11,372	\$11,372	100%
KS16P063005 KS16P063007 KS16P063010	Replace Sidewalks as Needed	1450		\$2,000	\$5,000	\$5,000	\$5,000	100%
KS16P063008	Fence in Condensing Unit	1450		\$2,000	\$1,045	\$1,045	\$1,045	100%
KS16P063010	Paint Trim, Siding & Soffit	1460		\$1,500	\$1,486	\$1,486	\$1,484	99%
PHA-WIDE	Contracts	1460		\$25,000	\$25,164	\$25,164	\$25,164	100%
PHA-WIDE	Materials – Unit Turnover	1460		\$40,000	\$40,000	\$40,000	\$40,000	100%
KS16P063010	Power Lift Foundation	1460		\$5,450	\$5,421	\$5,421	\$5,421	100%

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

PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
KS16P063007	Termite Treatment	1460		\$4,195	\$4,695	\$4,695	\$4,695	100%
PHA-WIDE	Replace Carpet as Needed	1460		\$0	\$9,411	\$9,411	\$9,411	100%
KS16P063008	Replace Hydraulic Jack/Upgrade Elevator	1465		\$79,000	\$79,211	\$79,211	\$79,211	100%
PHA-WIDE	Replace Refrigerators as Needed	1465		\$0	\$3,304	\$3,304	\$3,304	100%
PHA-WIDE	Front Office Improvements	1470		\$10,000	\$0	\$0	\$0	0%
9999PHA-WIDE	Replace Uniforms	1475		\$3,500	\$3,571	\$3,571	\$3,571	100%
KS16P063006 KS16P063008	Community Room Improvements	1475		\$6,000	\$0	\$0	\$0	0%
PHA-WIDE	Cordless Drills	2	1475	\$200	\$283	\$283	\$283	100%
PHA-WIDE	Shop Vacs (2)	2	1475	\$300	\$137	\$137	\$137	100%
PHA-WIDE	Palm Sanders	2	1475	\$200	\$106	\$106	\$106	100%
PHA-WIDE	Snow Plow for Truck	1	1475	\$6,500	\$3,370	\$3,370	\$3,370	100%
PHA-WIDE	Skid Loader & Trailer	1	1475	\$13,410	\$0	\$0	\$0	0%
PHA-WIDE	Salt Spreader	1	1475	\$5,000	\$0	\$0	\$0	0%
PHA-WIDE	New Maintenance Truck	1	1475	\$0	\$14,774	\$14,774	\$14,774	100%
PHA-WIDE	Brush Replacement – John Deere	1	1475	\$0	\$402	\$402	\$402	100%
				\$405,036.00	\$405,036.00	\$405,036.00	\$405,034.00	\$0.00

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

PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: KS16P06350104 Replacement Housing Factor No:				Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-WIDE	12/31/2005			12/31/2005			
KS16P063005	12/31/2005			12/31/2006			
KS16P063006	12/31/2005			12/31/2006			
KS16P063007	12/31/2005			12/31/2006			
KS16P063008	12/31/2005			12/31/2006			
KS16P063010	12/31/2005			12/31/2006			

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350105 Replacement Housing Factor Grant No: N/A			Federal FY of Grant: 2005	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)						
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2006 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds	\$0.	\$0	\$0	\$0	
2	1406 Operations	\$70,000.	\$70,000.	\$70,000.	\$70,000.	
3	1408 Management Improvements Soft Costs	\$30,000.	\$53,886	\$53,886	\$53,886	
	Management Improvements Hard Costs	\$20,000.	\$11,614	\$11,614	\$11,005	
4	1410 Administration	\$64,301.	\$68,801	\$68,801	\$68,801	
5	1411 Audit	\$0.	\$0	\$0	\$0	
6	1415 Liquidated Damages	\$0.	\$0	\$0	\$0	
7	1430 Fees and Costs	\$16,750.	\$16,750	\$16,750	\$12,588	
8	1440 Site Acquisition	\$0.	\$0	\$0	\$0	
9	1450 Site Improvement	\$55,000.	\$24,000	\$3,680	\$3,680	
10	1460 Dwelling Structures	\$85,200.	\$103,700	\$40,000	\$40,000	
11	1465.1 Dwelling Equipment—Nonexpendable	\$22,000.	\$14,233	\$2,313	\$2,313	
12	1470 Nondwelling Structures	\$0.	\$0	\$0	\$0	
13	1475 Nondwelling Equipment	\$9,775.	\$10,042	\$5,099	\$5,099	
14	1485 Demolition	\$0.	\$0	\$0	\$0	
15	1490 Replacement Reserve	\$0.	\$0	\$0	\$0	
16	1492 Moving to Work Demonstration	\$0.	\$0	\$0	\$0	
17	1495.1 Relocation Costs	\$0.	\$0	\$0	\$0	
18	1499 Development Activities	\$0.	\$0	\$0	\$0	
19	1502 Contingency	\$0.	\$0	\$0	\$0	
20	Amount of Annual Grant: (sum of lines 1-19)	\$373,026.00	\$373,026.00	\$272,143.00	\$267,372.00	

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350105 Replacement Housing Factor Grant No: N/A			Federal FY of Grant: 2005	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)						
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2006 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
21	Amount of line 20 Related to LBP Activities	\$0	\$0	\$0	\$0	
22	Amount of line 20 Related to Section 504 compliance	\$0	\$0	\$0	\$0	
23	Amount of line 20 Related to Security –Soft Costs	\$0	\$0	\$0	\$0	
24	Amount of Line 20 related to Security-- Hard Costs	\$36,500	\$15,000	\$0	\$0	
25	Amount of line 20 Related to Energy Conservation Measures	\$0	\$0	\$0	\$0	
26	Collateralization Expenses or Debt Service	\$0	\$0	\$0	\$0	
27						

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Manhattan Housing Authority			Grant Type and Number Capital Fund Program Grant No: KS16P06350105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Original	Revised	
PHA-Wide	Salaries & Benefits		1406		\$70,000	\$70,000	\$70,000	\$70,000	100%
PHA-Wide	Computer Upgrades		1408		\$20,000	\$11,614	\$20,000	\$11,005	95%
PHA-Wide	Travel & Training		1408		\$5,000	\$5,000	\$5,000	\$5,000	100%
PHA-Wide	Administrative Contracts		1408		\$0	\$6,786	\$0	\$6,786	100%
PHA-Wide	Salaries & Benefits		1408		\$15,000	42,100	\$15,000	42,100	100%
PHA-Wide	Management & Financial Assessment		1408		\$10,000	\$0	\$10,000	\$0	0%
PHA-Wide	Salaries & Benefits		1410		\$64,301	\$68,801	\$64,301	\$68,801	100%
KS16P063010 Pottawatomie Ct Hudson Circle	A/E Study Gas vs. Electrical HVAC		1430		\$1,500	\$1,500	\$1,500	\$0	0%
PHA-Wide	A/E Fees Phase I		1430		\$15,250	\$15,250	\$15,250	\$12,588	83%
KS16P063010 Hudson Circle	Driveway Repair		1450		\$38,000	\$2,000	\$38,000	\$105	5%
KS1P063008 Carlson Plaza	Replace Sidewalks & Handrails		1450		\$7,000	\$7,000	\$7,000	\$0	0%
KS16P063008 Carlson Plaza	Resurface Parking Lot		1450		\$10,000	\$9,100	\$10,000	\$0	0%
KS16P063007 Baehr Place	Purchase Playground Equipment		1450		\$0	\$900	\$0	\$1,338	149%
KS16P063007 Baehr Place KS016P063010	Purchase Benches		1450		\$0	\$2,000	\$0	\$2,237	112%

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Manhattan Housing Authority			Grant Type and Number				Federal FY of Grant: 2005		
			Capital Fund Program Grant No: KS16P06350105						
			Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Pottawatomie Court KS16P063005 Flint Hills Place									
PHA- Wide	Replace Carpet as Needed		1450		\$0	\$3,000	\$0	\$0	0%
KS16P063007 Baehr Place	Replace Kitchen Cabinets/Countertops		1460	20	\$40,000	\$40,000	\$40,000	\$0	0%
KS16P063005 Flint Hills Place	Install Storm Doors on Back Entry		1460	60	\$16,500	\$0	\$16,500	\$0	0%
KS16P063006 Apt. Towers	Install Emergency Boiler Switch		1460	2	\$1,200	\$1,200	\$1,200	\$0	0%
KS16P063008 Carlson Plaza	Replace Entry Doors		1460	4	\$20,000	\$15,000	\$20,000	\$0	0%
PHA-Wide	Materials		1460		\$0	\$20,000	\$0	\$20,000	100%
PHA-Wide	Contracts		1460		\$0	\$20,000	\$0	\$20,000	100%
KS16P063007 Baehr Place	Review Electrical Service to All five Buildings and Upgrade as Necessary		1460	5 Bldgs	\$7,500	\$7,500	\$0	\$0	0%
PHA-Wide	Phase-Out Program Stoves & Refrigerators		1465.1	16 Ea.	\$10,000	\$2,233	\$10,000	\$2,313	104%
KS16P063007 Baehr Place	Replace Stoves & Refrigerators		1465.1	20 Ea.	\$12,000	\$12,000	\$12,000	\$0	0%
PHA-Wide	Purchase Concrete Grinder		1475	1	\$3,500	\$0	\$3,500	\$0	0%
PHA-Wide	Maintenance Uniform Program		1475		\$5,000	\$8,567	\$5,000	\$5,000	58%
PHA-Wide	Replace Air Compressor		1475	1	\$500	\$500	\$500	\$0	0%

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

PHA Name: Manhattan Housing Authority		Grant Type and Number Capital Fund Program Grant No: KS16P06350105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-Wide	Purchase 20' Ladder		1475	1	\$300	\$300	\$300	\$0	0%
PHA-Wide	Purchase Auger		1475	1	\$300	\$300	\$300	\$0	0%
PHA-Wide	Purchase Jigsaw		1475	1	\$100	\$0	\$100	\$0	0%
PHA-Wide	Purchase Steamer		1475	1	\$75	\$75	\$75	\$0	0%
PHA-Wide	Purchase Drill		1475	1	\$0	\$100	\$0	\$99	99%
PHA-Wide	Purchase Wet Vacs		1475	2	\$0	\$200	\$0	\$49	25%
	Total				\$373,026.00	\$373,026.00	\$365,526.00	\$267,421.00	

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Manhattan Housing Authority			Grant Type and Number Capital Fund Program No: KS16P06350105 Replacement Housing Factor No:			Federal FY of Grant: 2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-WIDE							
1406	12-31-05			12-31-05			
1408	12-31-06			12-31-06			
1410	12-31-05			12-31-05			
1430	12-31-06			12-31-07			
1465.1	03-31-07			09-30-07			
KS16P063005 FLINT HILLS PLACE							
1460	12-31-06			06-30-07			
KS16P063006 APT. TOWERS							
1460	12-31-05			12-31-05			
KS16P063007 BAEHR PLACE							
1460	03-31-07			12-31-07			
1465.1	03-31-07			12-31-07			
KS16P063008 CARLSON PLAZA							
1450	12-31-06			09-30-07			
1460	12-31-06			06-30-07			

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Manhattan Housing Authority			Grant Type and Number Capital Fund Program No: KS16P06350105 Replacement Housing Factor No:			Federal FY of Grant: 2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
KS16P063010 POTT. COURT HUDSON CIRCLE							
1430	06-30-07			12-31-07			
1450	03-31-07			09-30-07			

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2006 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0	\$0	\$0	\$0
2	1406 Operations	\$70,000	\$70,000	\$56,814	\$7,314
3	1408 Management Improvements	\$30,000	\$34,300	\$26,321	\$26,321
4	1410 Administration	\$65,000	\$65,000	\$54,866	\$54,866
5	1411 Audit	\$	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$0	\$12,000	\$0	\$0
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$3,026	\$3,140	\$0	\$0
10	1460 Dwelling Structures	\$147,989	\$147,575	\$0	\$0
11	1465.1 Dwelling Equipment—Nonexpendable	\$35,000	\$3,000	\$2,569	\$2,569
12	1470 Nondwelling Structures	\$0	\$0	\$0	\$0
13	1475 Nondwelling Equipment	\$5,000	\$21,000	\$21,235	\$21,235
14	1485 Demolition	\$0	\$0	\$0	\$0
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0
16	1492 Moving to Work Demonstration	\$0	\$0	\$0	\$0
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0
18	1499 Development Activities	\$0	\$0	\$0	\$0
19	1501 Collateralization or Debt Service	\$0	\$0	\$0	\$0
20	1502 Contingency	\$0	\$0	\$0	\$0
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$356,015	\$356,015.00	\$161,805.00	\$112,305.00
22	Amount of line 21 Related to LBP Activities	\$0	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 compliance	\$0	\$0.00	\$0.00	\$0.00

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)						
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2006 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
24	Amount of line 21 Related to Security – Soft Costs	\$0	\$0.00	\$0.00	\$0.00	
25	Amount of Line 21 Related to Security – Hard Costs		\$31,575.00	\$0.00	\$31,575.00	
26	Amount of line 21 Related to Energy Conservation Measures		\$4,300.00	\$3,555.00	\$3,555.00	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: MANHATTAN HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: KS16P06350106 Replacement Housing Factor Grant No:			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 Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Salaries & Benefits	1406		\$70,000	\$70,000	\$56,814	\$7,314	10%
PHA-WIDE	Salaries & Benefits	1408		\$15,000	\$15,000	\$22,766	\$22,766	152%
PHA-WIDE	Travel & Training	1408		\$5,000	\$5,000	\$0	\$0	0%
PHA-WIDE	Computer Upgrades	1408		\$10,000	\$10,000	\$0	\$0	0%
PHA-WIDE	Utility and Energy Audit	1408		\$0	\$4,300	\$3,555	\$3,555	83%
PHA-WIDE	Salaries	1410		\$65,000	\$65,000	\$54,866	\$54,866	84%
PHA-WIDE	A/E Fees Phase II	1430		\$0	\$12,000	\$0	\$0	0%
KS16P063010 Pottawatomie Ct	Replace Pottawatomie Court Playground Equipment	1450		\$0	\$3,140	\$0	\$0	0%
KS16P063008 Carlson Plaza	Repair Greenhouse	1460		\$3,026	\$0	\$0	\$0	0%
KS16P063007 Baehr Place	Replace bathroom vanities, mirrors, bathtubs, add showers and tub surrounds, flooring, replace all light fixtures	1460		\$57,989	\$60,000	\$0	\$0	0%
KS16P063007 Baehr Place	Phase II: Bathroom & Kitchen cabinet & appliance replacement	1460		\$50,000	\$0	\$0	\$0	0%
KS16P063006 Apartment Towers KS16P063008 Carlson Plaza	Replace Carpet as Needed	1460		\$20,000	\$5,000	\$0	\$0	0%

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: MANHATTAN HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: KS16P06350106 Replacement Housing Factor Grant No:			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 Work
				Original	Revised	Funds Obligated	Funds Expended	
KS16P063006 Apartment Towers	Install New Locks/Lock Box Key	1460		\$10,000	\$20,575	\$0	\$0	0%
KS16P063008 Carlson Plaza	Install New Locks/Lock Box Key	1460		\$10,000	\$11,000	\$0	\$0	0%
KS16P063006 Apartment Towers	Add GFI Breakers	1460		\$0	\$1,000	\$0	\$0	0%
PHA-WIDE	Materials	1460		\$0	\$25,000	\$0	\$0	0%
PHA-WIDE	Contracts	1460		\$0	\$25,000	\$0	\$0	0%
PHA-Wide	Replace Stoves as needed	1465		\$5,000	\$1,500	\$828	\$828	55%
PHA-Wide	Replace Refrigerators as needed	1465		\$5,000	\$1,500	\$1,741	\$1,741	116%
PHA-Wide	Replace Uniforms	1475		\$5,000	\$5,000	\$3,185	\$3,185	64%
KS16P063008 Carlson Plaza	Replace Trash Compactor	1475		\$25,000	\$0	\$0	\$0	0%
KS16P063008 Carlson Plaza	Replace Air Compressor	1475		\$0	\$15,000	\$18,050	\$18,050	120%
PHA-WIDE	Purchase Weed Eater	1475		\$0	\$800	\$0	\$0	0%
PHA-WIDE	Purchase Blower	1475		\$0	\$200	\$0	\$0	0%
				\$0	\$0	\$0	\$0	0%
				\$0	\$0	\$0	\$0	0%
				\$0	\$0	\$0	\$0	0%
				\$0	\$0	\$0	\$0	0%

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

PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: KS16P06350106 Replacement Housing Factor Grant No:				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 Work
				Original	Revised	Funds Obligated	Funds Expended	
				\$0	\$0	\$0	\$0	0%
								0%
				\$356,015.00	\$356,015.00	\$161,805.00	\$112,305.00	

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

PHA Name: MANHATTAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: KS16P06350106 Replacement Housing Factor No:				Federal FY of Grant: 2006	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-WIDE	06/30/2007			06/30/2007			
KS16P063006	06/30/2007			12/31/2008			
KS16P063007	12/31/2007			06/30/2008			
KS16P063008	06/30/2007			09/30/2007			