

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

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009  
Annual Plan for Fiscal Year 2007

**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:** Bay City Housing Commission

**PHA Number:** MI024

**PHA Fiscal Year Beginning: (mm/yyyy)** 10/2007

**Public Access to Information**

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

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

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

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2009**  
[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)

It is the mission of the Bay City Housing Commission to create, maintain and improve decent, safe, high-quality affordable housing and enhance program opportunities for the community we serve.

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Increase voucher payment standards
  - Implement voucher homeownership program:
  - Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
  - Convert public housing to vouchers:
  - Other: (list below)

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

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

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- Increase the number and percentage of employed persons in assisted families:
  - Provide or attract supportive services to improve assistance recipients' employability:

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

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

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

**GOAL: Manage the Bay City Housing Commission’s existing public housing program in an efficient and effective manner thereby qualifying as at least a standard performer.**

**Objectives: The Bay City Housing Commission shall maintain its status as a high performer under HUD’s PHAS, achieving not less that 90% for the Management Component.**

**The Bay City Housing Commission shall achieve and sustain an occupancy rate of 95% by September 30, 2009.**

**The Bay City Housing Commission shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.**

**GOAL: Adapt the Bay City Housing Commission’s housing stock and program resources to more closely meet the housing needs and markets identified in our housing needs assesement.**

**Objectives: The Bay City Housing Commission shall assist 10 family’s move from renting to homeownership by September 30, 2009.**

**The Bay City Housing Commission shall construct at least one new affordable housing rental unit without public housing development funds by September 30, 2009.**

**Locate at least two partners, non-profit or for-profit, locally or nationally-based. These partners will work with us on the acquisition, improvement and/or development of additional housing opportunities for this target group.**

**GOAL: Enhance the marketability of the Bay City Housing Commission's public housing units.**

**Objectives: The Bay City Housing Commission may convert 9 one-bedroom units to 6 two-bedroom units by September 30, 2009, in order to increase the marketability of our public housing units and otherwise address unresolved vacancy problems.**

**The Bay City Housing Commission shall achieve a level of customer satisfaction that gives the agency at least a 90% score in this element of the Public Housing Assessment System.**

**The Bay City Housing Commission shall achieve proper curb appeal for its public housing developments by improving its landscaping, keeping its grass cut, making the properties litter-free and other actions by September 30, 2009, achieving and maintaining a PHAS Physical Component score of at least 90% for each of its properties.**

**GOAL: Improve resident and community perception of safety and security in the Bay City Housing Commission's public housing developments.**

**Objectives: The Bay City Housing Commission shall refine its memorandum of understanding with the Bay City Police Department to better define the "edge problem" of crime that occurs near our developments and develop strategies for identifying and reducing this problem.**

**The Bay City Housing Commission shall attach 3 police officers to live in its developments by September 30, 2009.**

**GOAL: Expand the range and quality of housing choices available to participants through a Bay City Housing Commission tenant-based assistance program.**

**Objective: The Bay City Housing Commission will consider establishing a program to help people use a tenant-based program for rental assistance or to become homeowners by September 30, 2009.**

**GOAL: Deliver timely and high quality maintenance service to the residents of the Bay City Housing Commission.**

**Objectives: The Bay City Housing Commission shall create and implement a preventative maintenance plan by September 30, 2009.**

**The Bay City Housing Commission shall create an appealing, up-to-date environment in its developments by September 30, 2009 by continuing to obligate and expend Capital Funds in a timely manner for approved enhancements, maintaining at least a 90% PHAS Physical condition score for each of its properties.**

**GOAL: Operate the Bay City Housing Commission in full compliance with all Equal Opportunity and Fair Housing laws and regulations.**

**Objective: The Bay City Housing Commission shall mix its public housing development populations ethnically, racially, and income-wise to the greatest extent feasible to reflect those same demographics of the City of Bay City.**

**GOAL: Ensure full compliance with all applicable standards and regulations including government generally accepted accounting principles.**

**Objectives: The Bay City Housing Commission shall operate so that it achieves a score of at least 90% under the Financial Assessment component of the Public Housing Assessment System.**

**GOAL: Improve access of public housing residents to services that support economic opportunity and quality of life.**

**Objectives: The Bay City Housing Commission will conduct a needs assessment of residents in order to identify services needed by our residents by September 30, 2009.**

**The Bay City Housing Commission shall have resident organizations in every assisted housing development by September 30, 2009.**

**The Bay City Housing Commission shall assist its resident organizations in strengthening their organizations and helping them develop their own mission statement, goals, and objectives by September 30, 2009**

**Annual PHA Plan**  
**PHA Fiscal Year 2006**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

Refer to attachment mi024m01

**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.

**Table of Contents**

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary	1
ii. Table of Contents	1
1. Housing Needs	4
2. Financial Resources	9
3. Policies on Eligibility, Selection and Admissions	10
4. Rent Determination Policies	18
5. Operations and Management Policies	22
6. Grievance Procedures	23
7. Capital Improvement Needs	24
8. Demolition and Disposition	26
9. Designation of Housing	26
10. Conversions of Public Housing	27
11. Homeownership	29
12. Community Service Programs	30
13. Crime and Safety	32
14. Pets (Inactive for January 1 PHAs)	34

15. Civil Rights Certifications (included with PHA Plan Certifications)	34
16. Audit	34
17. Asset Management	35
18. Other Information	35

**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 (mi024b01)
- FY 2007 Capital Fund Program Annual Statement (mi024c01)
- FY 2006 Capital Fund P&E Report (mi024e01)
- FY 2005 Capital Fund P&E Report (mi024f01)
- Capital Fund Financing Program (CFFP) P&E Report (mi024g01)
- FY 2004 Capital Fund P&E Report (mi024h01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- PHA Management Organizational Chart (mi024n01)
- FY 2007 Capital Fund Program 5 Year Action Plan (mi024d01)
- 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)
  - Statement of progress in meeting goals and objectives (mi024a01)
  - Membership of Resident Advisory Board (mi024i01)
  - Resident Member of PHA Board (mi024j01)
  - Statement of Compliance with Community Service requirements (mi024k01)
  - Pet Policy adopted in conformance with 7/10/00 Final Rule (mi024l01)
  - Executive Summary (mi024m01)
  - Form HUD-52564, Physical Needs Assessment for all Developments included in 2005 Capital Fund Financing Program (mi024o01)

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	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;
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
	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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8	Annual Plan: Grievance Procedures

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Administrative Plan	
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 other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	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
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	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 (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	998	5	5	3	1	3	1
Income >30% but <=50% of AMI	450	5	3	3	1	3	1
Income >50% but <80% of AMI	148	4	2	2	1	3	1
Elderly	240	5	2	3	1	2	1
Families with Disabilities	464	N/A	N/A	N/A	N/A	N/A	N/A
African American	74	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	136	N/A	N/A	N/A	N/A	N/A	N/A
Native American	4	N/A	N/A	N/A	N/A	N/A	N/A
Asian	14	N/A	N/A	N/A	N/A	N/A	N/A

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: 2005
- 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)

National Low Income Housing Coalition (LIHIS), “Out of Reach”, Michigan, 2004.

Bay City Housing Commission, Applicant Statistics, April, 2005.

## **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.

<b>Housing Needs of Families on the Waiting List</b>
--

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

As of 3/23/2007	# of families	% of total families	Annual Turnover
Waiting list total	226		154 (FYE 9/30/06)
Extremely low income <=30% AMI	203	91	
Very low income (>30% but <=50% AMI)	20	9	
Low income (>50% but <80% AMI)	3	1	
Families with children	119	53	
Elderly families	8	4	
Families with Disabilities	29	13	
White	209	92	
Black	12	5	
Asian/Amerind	5	2	
Hispanic	18	8	

Characteristics by Bedroom Size (Public Housing Only)

1BR	73	32	96
2 BR	120	53	15
3 BR	16	7	22
4 BR	9	4	14
5 BR	8	4	7
5+ BR			

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

If yes:

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

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

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

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of 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)

**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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2007 est)</b>		
a) Public Housing Operating Fund	1,101,137 (est)	
b) Public Housing Capital Fund	847,619 ('06 award)	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	0	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
a) '04,'05 & '06 CFP funds, 3/31/07	279,730	Capital Improvements
<b>3. Public Housing Dwelling Rental Income</b>		
a) Rent based on '06 budget	1,191,260 (formula)	PH Operations
<b>4. Other income (list below)</b>		
a) Non-dwelling rental income	9,000	PH Operations
b) Sales/services to tenants	36,110	PH Operations
<b>4. Non-federal sources (list below)</b>		
a) PH investment income	15,820	PH Operations
b) CFFP loan proceeds	3,086,533	Capital Improvements
<b>Total resources</b>	<b>6,567,209</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: 90 days
- 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)

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)

- Age (62+) for elderly-designated development (Pine Towers, MI024006).
- Victims of Federally declared disaster areas.

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)

- 2 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in the jurisdiction
- 3 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:
  - 3 elderly families (62+) for elderly designated project
  - 1 victims of federally-declared disaster areas

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)

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**

Refer to attachment mi024b01, Admissions Policy for Deconcentration

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 (N/A)**

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)

**(2) Waiting List Organization**

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

**(3) Search Time**

- a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

**(4) Admissions Preferences**

- a. Income targeting
- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?
- b. Preferences
1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of

application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

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

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other (list below)

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

[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)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never  
 At family option  
 Any time the family experiences an income increase  
 Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_  
 Other (list below)  
Any time family composition changes as a result of the addition of a family member through birth or adoption or as a result of a family member leaving or has left dwelling unit.  
Any time family income decreases.

- 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)  
Section 8 Existing Fair Market Rents

## **B. Section 8 Tenant-Based Assistance (N/A)**

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

## **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

Other (list below)

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

Annually

Other (list below)

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

Success rates of assisted families

Rent burdens of assisted families

Other (list below)

## **(2) Minimum Rent**

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

\$0

\$1-\$25

\$26-\$50

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

## **5. 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 (mi024n01).

A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	538	154
Section 8 Vouchers	N/A	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section	N/A	

8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)		
Section 8 New Const.	155	36

### 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)

- |                            |                                    |
|----------------------------|------------------------------------|
| Maintenance Policy         | Blood Borne Disease Policy         |
| Capitalization Policy      | Check Signing Policy               |
| Disposition Policy         | Criminal Records Management Policy |
| Drug Free Policy           | Equal Housing Opportunities Policy |
| Ethics Policy              | Facilities Use Policy              |
| Hazardous Materials Policy | Funds Transfer Policy              |
| Investment Policy          | Natural Disaster Policy            |
| Pest Control Policy        | Procurement Policy                 |
| Public Housing Lease       | Key Policy                         |
| Credit Card Policy         | Personnel Policy                   |
| A&CO Policy                | Violence Against Women Act Policy  |

(2) Section 8 Management: (list below)

N/A

### 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 (N/A)**

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 2007 Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan as Attachment mi024c01

-or-

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

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

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

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

b. If yes to question a, select one:

The 2007 Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan as Attachment mi024d01

-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) (N/A)**

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:

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.)

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

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

[24 CFR Part 903.7 9 (i)]

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

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

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

**2. Activity Description**

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Pine Towers 1b. Development (project) number: MI28P024006
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <b>11/29/2007</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 115 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

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

[24 CFR Part 903.7 9 (j)]

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

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

1.  Yes  No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless

eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <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 (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

# 11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

## A. Public Housing

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

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

### 2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Scattered Site Family Housing 1b. Development (project) number: MI28P024004, 005 & 007
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: Planned for submission in current fiscal year
5. Number of units affected: 150
6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance (N/A)

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? 07/14/00

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. )

<b>Services and Programs</b>				
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)

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- 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**

See attachment mi024j02

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents (RASS)
- 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)

Smith Manor (MI024-002) and Maloney Manor (MI024-003)

**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)  
Resident Police Officers in Smith Manor, Maloney Manor and Pine Towers

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

Smith Manor (MI024-002) and Maloney Manor (MI024-003)

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

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

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

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

Smith Manor (MI024-002) and Maloney Manor (MI024-003)

**D. Additional information as required by PHDEP/PHDEP Plan (N/A)**

PHAs eligible for FY 2000 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 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

See attachment mi024l01

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

- 1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
- 3.  Yes  No: Were there any findings as the result of that audit?

4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

Under the discussions related to the agency's Goals and Objectives in the 5-Year Plan, the RAB expressed the opinion that the Objective related to Goal #5, Tenant-based Housing, should be dropped as there appeared to be little likelihood that any new Section 8 Vouchers would be sought in the future.

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)

Staff concurred with the RAB comment but noted that, since this was a 5-Year Plan component, the Board of the Bay City Housing Commission would deferred any action until the next 5-Year Plan revision in FY 2009.

### **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)

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)

### **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: City of Bay City

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)
- Other: (list below)

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

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

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

1. Definition of “Substantial Deviation” and “Significant Amendment or Modification” required by HUD Notice PIH 99-51 (HA), issued 12/14/99, implementing 24CFR903.7(r):

The Bay City Housing Commission will, on a periodic basis, amend this Agency Plan as a result of changing needs and goals of the agency. Should a substantial deviation and/or significant amendment or modification occur, the Bay City Housing Commission shall reconvene the Resident Advisory Board, publish for comment the amendments and, in addition, conduct a public hearing on the proposed amendments.

Substantial Deviation is defined as 1) a significant change of more than 25% in any financial fund, either Operating, Capital or Reserve, that materially affects the ability of the Bay City Housing Commission to implement the provisions of the Annual Plan or the 5-Year Plan, either allowing items to be completed ahead of schedule or causing the delay in the implementation of those planned items; or 2) actions of the Bay City Housing Commission that are in response to and in an effort to mitigate the results of emergencies or natural disasters causing wide-spread damage to its properties and facilities.

Significant Amendment or Modification is defined as 1) changes to rent or admissions policies or organization of the waiting list; 2) additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; 3) additions of new activities not included in current or future PHDEP Plans, should they be approved; 4) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities; and 5) and other action requiring formal action by the Board of the Bay City Housing Commission. If any of the above are adopted to

reflect changes in HUD regulatory requirements, such changes will not be considered significant amendments.

## **Attachments**

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

mi024a01 - Statement of Progress in meeting goals and objectives  
mi024b01 - Admissions Policy for Deconcentration  
mi024c01 - FY 2007 CFP Annual Statement  
mi024d01 - FY 2007 CFP Revised 5-year Action Plan  
mi024e01 - FY 2006 CFP P & E Report  
mi024f01 - FY 2005 CFP P & E Report  
mi024g01 - Capital Fund Financing Program (CFFP) P & E Report  
mi024h01 - FY 2004 CFP P & E Report  
mi024i01 - Membership of Resident Advisory Board  
mi024j01 - Resident Member of PHA Board  
mi024k01 - Statement of Compliance with Community Service requirements  
mi024l01 - Pet Policy  
mi024m01 - Executive Summary  
mi024n01 - PHA Management Organization Chart  
mi024o01 - form HUD-52564, Physical Needs Assessments

STATEMENT OF PROGRESS IN MEETING GOALS AND OBJECTIVES  
FY 2007 Update

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Goal 1 -Management Issues

Objectives:

1. MASS score for FY 2006 was 83% vs. goal of 90%.
2. Occupancy rate for FYE 9/30/06 was 96.5% vs. goal of 95%.
3. Employee training opportunities in management and maintenance functions were offered and conducted for staff.

Comments: PHAS proposed changes discussed with RAB.

Goal 2 -Expansion of Housing Stock

Objectives:

1. While not actively assisting families in moving to homeownership, since October 2000 and through 9/30/2006, thirty-six (36) families residing in Housing Commission units were able to purchase homes through either the programs of the Bay Area Housing Development Corporation, a 501(3)c non-profit agency originally formed with financial assistance of the Housing Commission, through other agencies, or on their own initiative. Goal is 10 families.
2. No new units have been constructed to date. Goal is 1 new unit.
3. No housing development partners have been identified. Goal is 2 partners.

Comments: Home Ownership Program has been planned for commencement since 2003. A Draft Homeownership Plan was prepared in 2003 but has not yet been reviewed for consistency with regulations and intent of program. Dependent on the effect that new operating funding may have on the Housing Commission, the Plan may be submitted to HUD for approval in 2007. Development activities thereafter are contingent upon cash flow of proceeds from sales. Potential partners are being explored but no commitments have been formalized.

Goal 3 - Marketability

Objectives:

1. No unit conversions have been undertaken. Goal is to convert 9 one-bedroom units to 6 two-bedroom units.
2. RASS (Resident Survey) score of 93% was achieved for the FYE 9/30/06. Goal is 90%.
3. PASS (Physical Condition) score of 93% was granted by HUD for the FYE 9/30/06, composed of the following individual property scores achieved in 2006. As a performance incentive, it is anticipated that these scores will be applied again for the FYE 9/30/07 without reinspections:
  - a. Smith Manor, 24-2: 89% vs. goal of 90%
  - b. Maloney Manor, 24-3: 94% vs. goal of 90%
  - c. Scattered Sites, 24-4: 91% vs. goal of 90%
  - d. Scattered Sites, 24-5: 91% vs. goal of 90%
  - e. Pine Towers, 24-6: 97% vs. goal of 90%
  - f. Scattered Sites, 24-7: 85% vs. goal of 90%

Comments: PASS scoring discussed with RAB.

#### Goal 4 - Security

Objectives:

1. "Memorandum of Cooperation" negotiations with the Bay City Police Department previously initiated have not been finalized as of 9/30/06.
2. Three (3) apartments, one in each of the high-rise "elderly" developments, have been made available for occupancy by BCPD officers. Goal is 3 officers.

Comments: No changes anticipated.

#### Goal 5 – Tenant-Based Housing

Objectives:

1. 50 Section 8 Housing vouchers (tenant based) in support of the Commission's Designated Housing Plan were awarded to the Commission in September 2001. Goal is to establish a Section 8 tenant-based program.

Comments: the Section 8 program was determined to be economically unfeasible, and a requested transfer of the vouchers to MSHDA was made and approved by HUD in 2003. During the FY 2007 review, the RAB suggested dropping this Goal as it is no longer applicable to the objectives of the Commission. This will be accomplished at the next 5-Year Agency Plan anniversary and renewal date in 2009.

#### Goal 6 – Maintenance

Objectives:

1. Preventative Maintenance program was adopted as part of the Commission's Maintenance Plan adopted on March 22, 2000.
2. PASS Physical Condition score of 93% was granted for FYE 9/30/06. Goal is 90%.

Comments: No changes anticipated.

#### Goal 7 – Equal Opportunity in Housing

Objectives:

1. De-concentration of income analysis of current residents through March 2007 does not require further effort on the part of the Commission. Ethnic and racial mixing continues to match or exceed local demographics of the City of Bay City.

Comments: No changes anticipated.

#### Goal 8 – Fiscal Responsibility

Objectives:

1. FASS score of 87% was achieved for FYE 9/30/06 vs. goal of 90%.

Comments: FFY 2006 instituted a shift in the cycle by which operating fund subsidies are provided to housing agencies by HUD, changing from a fiscal year basis to a calendar year period. In FFY 2007, the Bay City Housing Commission has received the last quarter of FFY

2006 funding (October, November and December 2006) subsidy at a prorated amount of 86% of eligibility and has received the first 3 months of its FFY 2007 funding at an estimated 76% of eligibility while HUD determined the national proration rate occasioned by a Congressional continuing funding action needed by their failure to pass an appropriations bill before the beginning of the federal year. Notification of the final FFY 2007 funding amount was delayed until February with the passage of a CR for the remainder of the year, which HUD determined to be 82.9%.

FFY 2008 (beginning October 1, 2007 with calendar year funding commencing January 2008) will mark the beginning of direct property-based funding under “Asset Management” principals developed by HUD in respond to a Congressional mandate to develop a fairer and more equitable system for the distribution of federal operating assistance to housing agencies nationwide. Originally scheduled for 2007, the property-based funding scenario was delayed one year as HUD developed implementing guidance on asset management compliance.

Initial HUD-provided projections of the estimated 2007 transition year’s Weighted Average Property Expense Level (WAPEL) for the Bay City Housing Commission indicates a reduction of almost \$180,000 from our previous eligibility level, to be phased in over the next 5 years. As an incentive to adopt asset management guidelines as soon as possible, HUD has provided a “stop loss” incentive reducing that loss if the housing agency can certify to compliance earlier. As a “stop loss” agency, the Bay City Housing Commission has converted to asset management as of October 1, 2006 and will be submitting compliance documentation by April 15, 2007 to mitigate its loss to 5% of the total reduction. Failure to meet compliance in 2007 would have resulted in a first year phase in reduction of 24%. Full compliance is not mandated until 2011.

#### Goal 9 – Supportive Services

##### Objectives:

1. A resident needs assessment has not yet been conducted.
2. Resident Councils exist in 3 of 6 developments.
3. Opportunities for Resident Leadership training through Michigan State University’s Center for Urban Affairs were discontinued after 2004 as funding for that program through HUD’s ROSS program ended. Resident Council and Resident Advisory Board members have not expressed further interest in pursuing training opportunities but, should they, the Bay City Housing Commission will endeavor to facilitate that effort.

Comments: Discussed with Resident Advisory Board.

## ***EXCERPT FROM ADMISSIONS AND CONTINUED OCCUPANCY POLICY***

### ***10.0 TENANT SELECTION AND ASSIGNMENT PLAN***

#### ***10.4 DECONCENTRATION POLICY***

It is Bay City Housing Commission's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Bay City Housing Commission will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

#### ***10.5 DECONCENTRATION INCENTIVES***

The Bay City Housing Commission may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

**Annual Statement / Performance and Evaluation Report**  
**Capital Funds Program (CFP)**  
**Part I: Summary**

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

PHA Name <b>BAY CITY HOUSING COMMISSION</b>	Capital Fund Program Grant Number <b>MI28PO2450107</b>	Federal FY of Grant <b>2007</b>
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Original Annual Statement     Reserve for Disasters/Emergencies     Revised Annual Statement/Revision Number #     Performance and Evaluation Report for Program Year Ending  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 21 for PHAs with 250 or more Units)	\$30,000	\$0	\$0	\$0
3	1408 Management Improvements (May not exceed 20% of line 21)	\$79,000	\$0	\$0	\$0
4	1410 Administration (May not exceed 10% of line 21)	\$76,000	\$0	\$0	\$0
5	1411 Audit	\$0	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$47,438	\$0	\$0	\$0
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$0	\$0	\$0	\$0
10	1460 Dwelling Structures	\$86,500	\$0	\$0	\$0
11	1465.1 Dwelling Equipment - Nonexpendable	\$0	\$0	\$0	\$0
12	1470 Nondwelling Structures	\$250,000	\$0	\$0	\$0
13	1475 Nondwelling Equipment	\$30,000	\$0	\$0	\$0
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	9000 Collateralization or Debt Service	\$248,681	\$0	\$0	\$0
20	1502 Contingency (may not exceed 8% of line 21)	\$0	\$0	\$0	\$0
21	<b>Amount of Annual Grant: (Sum of lines 2 - 20)</b>	<b>\$847,619.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
22	Amount of line 20 Related to LBP Activities				
23	Amount of line 20 Related to Section 504 Compliance				
24	Amount of line 20 Related to Security				
25	Amount of line 20 Related to Energy Conservation Measures				

**Annual Statement / Performance and Evaluation Report**

**Capital Fund Program**

**Part II: Supporting Pages**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>				Grant Type and Number: Capital Fund Program grant No: <b>MI28PO2450507</b>				Federal FY of Grant: <b>2007</b>
Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Proposed Work
PHA Wide	<b>1406 Operations</b>	<b>1406</b>		<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	* Vacant unit turnover		7 d.u.					
PHA Wide	<b>1408 Management Improvements</b>	<b>1408</b>		<b>\$79,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	* Support service coordination for elderly/disabled residents		Lump sum					
PHA Wide	<b>1410 Administration</b>	<b>1410</b>		<b>\$76,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	* Staff salary and benefits		Lump sum					
PHA Wide	<b>1430 Fees and Cost</b>	<b>1430</b>						
	A & E Fees and Costs		Lump sum	<b>\$47,438.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Total 1430</b>			<b>\$47,438.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
PHA Wide	<b>1470 Non-Dwelling Structures</b>	<b>1475</b>						
	Complete renovation of former maintenance building into Family Investment Center. Replace roof, windows, doors, lighting, heating, mechanical, plumbing. Reconfigure interior space, new furnishings, signage and landscaping.		Lump sum	<b>\$250,000.00</b>				
	<b>Total 1470</b>			<b>\$250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
PHA Wide	<b>1475 Non-Dwelling Equipment</b>	<b>1475</b>						
	* Vehicle for maintenance department and snow removal equipment		Lump sum	<b>\$30,000.00</b>				
	<b>Total 1475</b>			<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
PHA Wide	<b>9000 Collateralization or Debt Service</b>	<b>9000</b>						
	Debt Service on CFFP Loan. Improvement projects include:		Lump sum	<b>\$248,681.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Total 9000</b>			<b>\$248,681.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
MI28P024-2 Smith Manor	<b>1460 Dwelling Structure</b>	<b>1460</b>						
	Appliances		Lump sum	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Total 1460</b>			<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Total Cost for Smith Manor</b>			<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
MI28P024-3 Maloney Manor	<b>1460 Dwelling Structure</b>	<b>1460</b>						
	Appliances		Lump sum	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	Replace Domestic Hot Water Boilers & Storage Tank		Lump sum	<b>\$30,000.00</b>				
	<b>Total 1460</b>			<b>\$31,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Total Cost for Maloney Manor</b>			<b>\$31,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**Annual Statement / Performance and Evaluation Report**

**Capital Fund Program**

**Part II: Supporting Pages**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>				Grant Type and Number: Capital Fund Program grant No: <b>MI28PO2450507</b>				Federal FY of Grant: <b>2007</b>
Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Proposed Work
<b>MI28PO24-4 Scattered Site</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>						
	Vinyl flooring and insulation		10 d.u.	\$45,000.00	\$0.00	\$0.00	\$0.00	
	Replace appliances		Lump sum	\$3,500.00	\$0.00	\$0.00	\$0.00	
	Replace concrete and fencing		4 d.u.	\$5,000.00	\$0.00	\$0.00	\$0.00	
	<b>Total 1460</b>			<b>\$53,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Total Cost for Scattered Site 24-4</b>			<b>\$53,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>MI28PO24-6 Pine Towers</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>						
	Appliances		Lump Sum	\$1,000.00	\$0.00	\$0.00	\$0.00	
	<b>Total 1460</b>			<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Total Cost for Pine Towers</b>			<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>Grand Total</b>				<b>\$847,619.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**Annual Statement / Performance and Evaluation Report**

**Capital Fund Program**

**Part III: Supporting Pages**

**Implementation Schedule**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>			Grant Type and Number: Capital Fund Program Grant No: <b>MI28PO2450507</b>			Federal FY of Grant: <b>2007</b>	
Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PHA-Wide	09/01/09			09/01/11			
MI 24-2 Smith Manor	09/01/09			09/01/11			
MI 24-3 Maloney Manor	09/01/09			09/01/11			
MI 24-6 Pine Towers	09/01/09			09/01/11			
MI 24-4 Scattered Site	09/01/09			09/01/11			

## Capital Fund Program Five-Year Action Plan

### Part I: Summary

PHA Name: BAY CITY HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: MI28PO2450107		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: Three	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2011
MI 24-2, Smith Manor	See Annual Statement	0	156,000	20,000	90,000
MI 24-3, Maloney Manor		0	51,000	5,000	105,000
MI 24-4, Scattered Sites		82,500	93,500	145,000	76,000
MI 24-6, Pine Towers		91,000	51,000	192,500	95,500
PHA-WIDE					
* Management Improvements		79,000	80,000	81,000	81,000
* Administration		77,000	78,000	79,000	80,000
* Vehicles & Equipment		25,000	30,000	32,000	27,000
* Marketing		0	5,000	0	0
* Family Center Rehab	200,000	0	0	0	
* A/E Fees & Costs	44,438	54,438	44,438	44,438	
* Debt Service	248,681	248,681	248,681	248,681	
<b>Total CFP Funds</b>		<b>\$847,619</b>	<b>\$847,619</b>	<b>\$847,619</b>	<b>\$847,619</b>
Total Replacement Housing Factor Funds		0	0	0	0

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages—Work Activities

Activities for Year 1 2007	Activities for Year : 2 FFY Grant: 2008 PHA FY: 2008			Activities for Year: 3 FFY Grant: 2009 PHA FY: 2009		
See Annual Statement	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
	<u>24-2, Smith Manor</u>	<i>total</i>	<b>0</b>	<u>24-2, Smith Manor</u>	<i>total</i>	<b>156,000</b>
	No activity planned			* Replace asphalt parking surface	Lump Sum	90,000
				* Replace trash compactor	Lump Sum	15,000
				* Replace ceiling tiles	Lump Sum	50,000
				* Replace refrigerators	Lump Sum	1,000
	<u>24-3, Maloney Manor</u>	<i>total</i>	<b>0</b>	<u>24-3, Maloney Manor</u>		<b>51,000</b>
	No activity planned			* Replace ceiling tiles	Lump Sum	50,000
				* Replace refrigerators	Lump Sum	1,000
	<u>MI 24-4, Scattered Sites</u>	<i>total</i>	<b>82,500</b>	<u>MI 24-5, Scattered Sites</u>	<i>total</i>	<b>93,500</b>
* Vinyl Flooring/Insulation	6 d.u.	45,000	* Vinyl Flooring/Insulation	6 d.u.	45,000	
* Repair Concrete/Fencing	Lump sum	5,000	* Repair Concrete/Fencing	5 d.u.	5,000	
* Operations – unit turnover	8 d.u.	30,000	* Replace Appliances	30 d.u.	3,500	
* Replace Appliances	Lump sum	2,500	* Operations – unit turnover	Lump Sum	40,000	
<u>24-6, Pine Towers</u>	<i>total</i>	<b>91,000</b>	<u>24-6, Pine Towers</u>	<i>total</i>	<b>51,000</b>	
* Replace Make up air RTU	Lump Sum	90,000	* Replace ceiling tiles	Lump Sum	50,000	
* Replace Appliances	Lump Sum	1,000	* Replace refrigerators	Lump Sum	1,000	
<u>PHA – Wide</u>			<u>PHA – Wide</u>			
* Social Services Coordination for elderly and disabled residents	Lump Sum	79,000	* Social Services Coordination for elderly and disabled residents	Lump Sum	80,000	
* Administration	Lump Sum	77,000	* Administration	Lump Sum	78,000	
* Maintenance vehicle & other equipment	Lump Sum	25,000	* Maintenance vehicle & other equipment	Lump Sum	30,000	
* A/E Fees & Costs	Lump Sum	44,438	* A/E Fees & Costs	Lump Sum	54,438	
* Family Investment Center building rehab	Lump Sum	200,000	* Marketing	Lump Sum	5,000	
* Debt Service of CFFP loan	Lump Sum	248,681	* Debt Service of CFFP loan	Lump Sum	248,681	
<b>Total CFP Estimated Costs</b>		<b>\$847,619</b>			<b>\$847,619</b>	

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages—Work Activities

Activities for Year: 4 FFY Grant: 2010 PHA FY: 2010			Activities for Year: 5 FFY Grant: 2011 PHA FY: 2011		
General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
<b><u>24-2, Smith Manor</u></b>	<b><i>total</i></b>	<b>20,000</b>	<b><u>24-2, Smith Manor</u></b>	<b><i>total</i></b>	<b>90,000</b>
* Fire alarm improvements	Lump Sum	19,000	* Sprinkler system improvements	Lump Sum	50,000
* Replace Appliances	Lump Sum	1,000	* New EPDM roof	Lump Sum	40,000
<b><u>MI 24-3, Maloney Manor</u></b>	<b><i>total</i></b>	<b>5,000</b>	<b><u>MI 24-3, Maloney Manor</u></b>	<b><i>total</i></b>	<b>105,000</b>
* Replace Appliances	Lump Sum	5,000	* Replace Emergency Power Generator	Lump Sum	40,000
			* Emergency Call System	114 d.u.	20,000
			* Sprinkler Improvements	114 d.u.	40,000
			* Replace Appliances	Lump Sum	5,000
<b><u>MI 24-6, Pine Towers</u></b>	<b><i>total</i></b>	<b>145,000</b>	<b><u>MI 24-6, Pine Towers</u></b>	<b><i>total</i></b>	<b>76,000</b>
* Replace HWH boilers	Lump Sum	80,000	* Emergency Call System	114 d.u.	30,000
* Repair masonry exterior	Lump Sum	40,000	* Emergency Power Generator	Lump Sum	40,000
* Replace trash compactor	Lump Sum	25,000	* Replace Appliances	Lump Sum	6,000
<b><u>MI 24-4, Scattered Sites</u></b>	<b><i>total</i></b>	<b>192,500</b>	<b><u>MI 24-4, Scattered Sites</u></b>	<b><i>total</i></b>	<b>95,500</b>
* Structural improvements storage building	Lump Sum	50,000	* Operations – unit turnover	Lump Sum	30,000
* Operations – unit turnover	Lump Sum	40,000	* Vinyl Flooring/Insulation	10 d.u.	45,000
* Vinyl Flooring/Insulation	10 d.u.	45,000	* Appliances	Lump Sum	2,500
* Repair Concrete/Fencing	5 d.u.	5,000	* Repair Concrete/Fencing	5 d.u.	8,000
* Appliances	Lump Sum	2,500	* Replace fiberglass bathtubs	10 d.u.	5,000
* Replace waste plumbing	25 d.u.	50,000	* Replace furnaces	5 d.u.	5,000
<b><u>PHA – Wide</u></b>			<b><u>PHA – Wide</u></b>		
* Social Services Coordination for elderly and disabled residents	Lump Sum	81,000	* Social Services Coordination for elderly and disabled residents	Lump Sum	81,000
* Administration	Lump Sum	79,000	* Administration	Lump Sum	80,000
* Maintenance vehicle & other equipment	Lump Sum	32,000	* Maintenance vehicle & other equipment	Lump Sum	27,000
* A/E Fees & Costs	Lump Sum	44,438	* A/E Fees & Costs	Lump Sum	44,438
* Debt Service	Lump Sum	248,681	* Debt Service	Lump Sum	248,681
<b>Total CFP Estimated Costs</b>		<b>\$847,619</b>			<b>\$847,619</b>

**Annual Statement / Performance and Evaluation Report  
Capital Funds Program (CFP)**

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

**Part I: Summary**

OMB Approval 2577-0157 (Exp. 3/31/2002)

PHA Name <b>BAY CITY HOUSING COMMISSION</b>		Capital Fund Program Grant Number <b>MI28PO2450106</b>		Federal FY of Grant <b>2006</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement/Revision Number # One (1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending: March, 2007 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20 for PHAs with 250 or more Units)	\$78,000	\$30,000	\$14,888	\$13,968
3	1408 Management Improvements (May not exceed 20% of line 20)	\$78,000	\$78,000	\$27,187	\$0
4	1410 Administration (May not exceed 10% of line 20)	\$73,000	\$75,000	\$73,000	\$31,508
5	1411 Audit	\$0	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$50,893	\$30,615	\$4,750	\$1,750
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$0	\$0	\$0	\$0
10	1460 Dwelling Structures	\$253,000	\$355,323	\$213,929	\$69,097
11	1465.1 Dwelling Equipment - Nonexpendable	\$0	\$0	\$0	\$0
12	1470 Nondwelling Structures	\$0	\$0	\$0	\$0
13	1475 Nondwelling Equipment	\$25,000	\$30,000	\$3,529	\$3,529
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	9000 Collateralization or Debt Service	\$265,403	\$248,681	\$248,681	\$0
20	1502 Contingency (may not exceed 8% of line 20)	\$0	\$0	\$0	\$0
21	<b>Amount of Annual Grant: (Sum of lines 2 - 19)</b>	<b>\$823,296.00</b>	<b>\$847,619.00</b>	<b>\$585,964.00</b>	<b>\$119,852.00</b>
22	Amount of line 20 Related to LBP Activities				
23	Amount of line 20 Related to Section 504 Compliance				
24	Amount of line 20 Related to Security				
25	Amount of line 20 Related to Energy Conservation Measures				

**Annual Statement / Performance and Evaluation Report**

**Capital Fund Program**

**Part II: Supporting Pages**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>				Grant Type and Number: Capital Fund Program grant No: <b>MI28PO245056</b>				Federal FY of Grant: <b>2006</b>
Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Proposed Work
				PHA Wide	<b>1406 Operations</b>	<b>1406</b>		
	* Vacant unit turnover		15 d.u.					Ongoing
PHA Wide	<b>1408 Management Improvements</b>	<b>1408</b>		<b>\$78,000.00</b>	<b>\$78,000.00</b>	<b>\$27,187.00</b>	<b>\$0.00</b>	
	* Support service coordination for elderly/disabled residents		Lump sum					2nd year of support services contract
PHA Wide	<b>1410 Administration</b>	<b>1410</b>		<b>\$73,000.00</b>	<b>\$75,000.00</b>	<b>\$73,000.00</b>	<b>\$31,508.00</b>	
	* Staff salary and benefits		1 FTE					
PHA Wide	<b>1430 Fees and Cost</b>	<b>1430</b>						
	A & E Fees and Costs		Lump sum	<b>\$46,893.00</b>	<b>\$26,615.00</b>	<b>\$2,750.00</b>	<b>\$0.00</b>	2nd year of A/E contract
	Asbestos removal air monitoring		Lump sum	<b>\$4,000.00</b>	<b>\$4,000.00</b>	<b>\$2,000.00</b>	<b>\$1,750.00</b>	
	<b>Total 1430</b>			<b>\$50,893.00</b>	<b>\$30,615.00</b>	<b>\$4,750.00</b>	<b>\$1,750.00</b>	
PHA Wide	<b>1475 Non-Dwelling Equipment</b>	<b>1475</b>						
	* Vehicle for maintenance department and snow removal equipment		Lump sum	<b>\$25,000.00</b>	<b>\$26,000.00</b>	<b>\$1,579.00</b>	<b>\$1,579.00</b>	Snow auger purchased
	* Upgrade computer hardware & software			<b>\$0.00</b>	<b>\$4,000.00</b>	<b>\$1,950.00</b>	<b>\$1,950.00</b>	Hardware purchase complete
	<b>Total 1475</b>			<b>\$25,000.00</b>	<b>\$30,000.00</b>	<b>\$3,529.00</b>	<b>\$3,529.00</b>	
PHA Wide	<b>9000 Collateralization or Debt Service</b>	<b>9000</b>						
	Debt Service on CFFP Loan. Improvement projects include:		Lump sum	<b>\$265,403.00</b>	<b>\$248,681.00</b>	<b>\$248,681.00</b>	<b>\$0.00</b>	Loan in processing
MI28P024-2 Smith Manor	<b>1460 Dwelling Structure</b>	<b>1460</b>						
	Common area ungrades, furnishings & flooring		Lump sum	<b>\$20,000.00</b>	<b>\$75,000.00</b>	<b>\$74,414.00</b>	<b>\$407.00</b>	Contract signed 9/06
	Bathroom Improvements		140 d.u.	<b>\$42,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	Project moved to CFFP
	Bathroom Vinyl Flooring		140 d.u.	<b>\$18,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	Project moved to CFFP
	Replace cast iron waste pipes		Lump sum	<b>\$15,000.00</b>	<b>\$9,900.00</b>	<b>\$9,900.00</b>	<b>\$9,900.00</b>	Completed
	Domestic hot water boilers		Lump sum	<b>\$35,000.00</b>	<b>\$26,525.00</b>	<b>\$26,525.00</b>	<b>\$26,525.00</b>	Completed
	Update make up air system		Lump sum	<b>\$0.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	Project added fy 2007
	Replace Appliances		Lump sum	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	Project added fy 2007
	Replace A/C sleeves		140 d.u.	<b>\$0.00</b>	<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	Project added fy 2007
	Install energy efficient lighting		140 d.u.	<b>\$0.00</b>	<b>\$3,575.00</b>	<b>\$1,899.00</b>	<b>\$1,899.00</b>	Ongoing
	<b>Total 1460</b>			<b>\$130,000.00</b>	<b>\$161,000.00</b>	<b>\$112,738.00</b>	<b>\$38,731.00</b>	
	<b>Total Cost for Smith Manor</b>			<b>\$130,000.00</b>	<b>\$161,000.00</b>	<b>\$112,738.00</b>	<b>\$38,731.00</b>	

**Annual Statement / Performance and Evaluation Report**

**Capital Fund Program**

**Part II: Supporting Pages**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>				Grant Type and Number: Capital Fund Program grant No: <b>MI28PO2450506</b>				Federal FY of Grant: <b>2006</b>
Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Proposed Work
<b>MI28P024-3 Maloney Manor</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>						
	Common area ungrades and furnishings		Lump sum	\$20,000.00	\$20,040.00	\$20,000.00	\$1,069.00	Ongoing
	D.U. Tempeture control improvements		112 d.u.	\$30,000.00	\$11,651.00	\$9,909.00	\$8,340.00	Ongoing
	C.A. Ceiling tiles and lighting		Lump sum	\$23,000.00	\$30,000.00	\$30,000.00	\$0.00	Congract signed 9/06
	Replace D.U. window glass		Lump sum	\$0.00	\$48,000.00	\$0.00	\$0.00	Project added fy 2007
	Replace HWH boilers		Lump sum	\$0.00	\$25,000.00	\$0.00	\$0.00	Project added fy 2007
	Replace Appliances		Lump sum	\$0.00	\$1,000.00	\$370.00	\$370.00	Project added fy 2007
	Replace & repair site concrete		Lump sum	\$0.00	\$5,132.00	\$5,132.00	\$5,132.00	Completed
	<b>Total 1460</b>			<b>\$73,000.00</b>	<b>\$140,823.00</b>	<b>\$65,411.00</b>	<b>\$14,911.00</b>	
	<b>Total Cost for Maloney Manor</b>			<b>\$73,000.00</b>	<b>\$140,823.00</b>	<b>\$65,411.00</b>	<b>\$14,911.00</b>	
<b>MI28PO24-4 Scattered Site</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>						
	Vinyl Flooring and insulation		5 d.u.	\$20,000.00	\$11,000.00	\$9,736.00	\$9,736.00	Ongoing
	Replace concrete and fencing		3 d.u.	\$10,000.00	\$3,000.00	\$0.00	\$0.00	Ongoing
	Appliances		Lump sum	\$0.00	\$2,000.00	\$1,641.00	\$1,641.00	As needed
	<b>Total 1460</b>			<b>\$30,000.00</b>	<b>\$16,000.00</b>	<b>\$11,377.00</b>	<b>\$11,377.00</b>	
	<b>Total Cost for Scattered Site 24-4</b>			<b>\$30,000.00</b>	<b>\$16,000.00</b>	<b>\$11,377.00</b>	<b>\$11,377.00</b>	
<b>MI28PO24-6 Pine Towers</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>						
	Common area ungrades, paint & furnishings		Lump Sum	\$20,000.00	\$8,500.00	\$2,078.00	\$2,078.00	Ongoing
	Replace VCT floor - common areas		Lump Sum	\$0.00	\$24,000.00	\$22,325.00	\$2,000.00	Congract signed 9/06
	Tempeture control improvements		Lump Sum	\$0.00	\$5,000.00	\$0.00	\$0.00	Project added fy 2007
	<b>Total 1460</b>			<b>\$20,000.00</b>	<b>\$37,500.00</b>	<b>\$24,403.00</b>	<b>\$4,078.00</b>	
	<b>Total Cost for Pine Towers</b>			<b>\$20,000.00</b>	<b>\$37,500.00</b>	<b>\$24,403.00</b>	<b>\$4,078.00</b>	
	<b>Grand Total</b>			<b>\$823,296.00</b>	<b>\$847,619.00</b>	<b>\$585,964.00</b>	<b>\$119,852.00</b>	

**Annual Statement / Performance and Evaluation Report**

**Capital Fund Program**

**Part III: Supporting Pages**

**Implementation Schedule**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>			Grant Type and Number: Capital Fund Program Grant No: <b>MI28PO2450506</b>			Federal FY of Grant: <b>2006</b>	
Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PHA-Wide	07/18/08			07/18/10			
MI 24-2 Smith Manor	07/18/08			07/18/10			
MI 24-3 Maloney Manor	07/18/08			07/18/10			
MI 24-6 Pine Towers	07/18/08			07/18/10			
MI 24-4 Scattered Site	07/18/08			07/18/10			

**Annual Statement / Performance and Evaluation Report  
Capital Funds Program (CFP)**

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

**Part I: Summary**

OMB Approval 2577-0157 (Exp. 3/31/2002)

PHA Name <b>BAY CITY HOUSING COMMISSION</b>	Capital Fund Program Grant Number <b>MI28PO2450105</b>	Federal FY of Grant <b>2005</b>
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Original Annual Statement    Reserve for Disasters/Emergencies    Revised Annual Statement/Revision Number # Two  
 Performance and Evaluation Report for Program Year Ending March, 2007    Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20 for PHAs with 250 or more Units)	\$78,000	\$26,898	\$26,898	\$26,898
3	1408 Management Improvements (May not exceed 20% of line 20)	\$75,000	\$92,000	\$92,000	\$69,147
4	1410 Administration (May not exceed 10% of line 20)	\$69,000	\$73,678	\$73,678	\$73,678
5	1411 Audit	\$0	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$48,815	\$11,885	\$11,885	\$4,405
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$0	\$0	\$0	\$0
10	1460 Dwelling Structures	\$327,000	\$392,672	\$374,897	\$5,139
11	1465.1 Dwelling Equipment - Nonexpendable	\$0	\$0	\$0	\$0
12	1470 Nondwelling Structures	\$0	\$0	\$0	\$0
13	1475 Nondwelling Equipment	\$21,000	\$23,001	\$23,001	\$22,622
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	9000 Collateralization or Debt Service	\$250,000	\$248,681	\$248,681	\$0
20	1502 Contingency (may not exceed 8% of line 20)	\$0	\$0	\$0	\$0
21	<b>Amount of Annual Grant: (Sum of lines 2 - 19)</b>	<b>\$868,815.00</b>	<b>\$868,815.00</b>	<b>\$851,040.00</b>	<b>\$201,889.00</b>
22	Amount of line 20 Related to LBP Activities				
23	Amount of line 20 Related to Section 504 Compliance				
24	Amount of line 20 Related to Security	\$20,000	\$20,000	\$20,000	\$0
25	Amount of line 20 Related to Energy Conservation Measures	\$30,000	\$30,000	\$30,000	\$0

**Annual Statement / Performance and Evaluation Report**  
**Capital Fund Program**  
**Part II: Supporting Pages**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>				Grant Type and Number: Capital Fund Program grant No: <b>MI28PO2450505</b>			
Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity			Funds Obligated	Funds Expended
				Original	Revised		
PHA Wide	<b>1406 Operations</b>	<b>1406</b>		<b>\$78,000.00</b>	<b>\$26,898.00</b>	<b>\$26,898.00</b>	<b>\$26,898.00</b>
	* Vacant unit turnover		Lump sum				
PHA Wide	<b>1408 Management Improvements</b>	<b>1408</b>		<b>\$75,000.00</b>	<b>\$92,000.00</b>	<b>\$92,000.00</b>	<b>\$69,147.00</b>
	* Support service coordination for elderly/disabled residents		Lump sum	<b>\$75,000.00</b>	<b>\$75,000.00</b>	<b>\$75,000.00</b>	<b>\$78,726.00</b>
	* Asset Management transition services		Lump sum	<b>\$0.00</b>	<b>\$17,000.00</b>	<b>\$17,000.00</b>	<b>\$9,580.00</b>
PHA Wide	<b>1410 Administration</b>	<b>1410</b>		<b>\$69,000.00</b>	<b>\$73,678.00</b>	<b>\$73,678.00</b>	<b>\$73,678.00</b>
	* Staff salary and benefits		1 EFT				
PHA Wide	<b>1430 Fees and Cost</b>	<b>1430</b>					
	A & E Fees		Lump sum	<b>\$48,815.00</b>	<b>\$11,885.00</b>	<b>\$11,885.00</b>	<b>\$4,405.00</b>
	<b>Total 1430</b>			<b>\$48,815.00</b>	<b>\$11,885.00</b>	<b>\$11,885.00</b>	<b>\$4,405.00</b>
PHA Wide	<b>1475 Non-Dwelling Equipment</b>	<b>1475</b>					
	* Vehicle for maintenance department		Lump sum	<b>\$21,000.00</b>	<b>\$16,589.00</b>	<b>\$16,589.00</b>	<b>\$16,589.00</b>
	* Computer equipment replacement		Lump sum	<b>\$0.00</b>	<b>\$6,412.00</b>	<b>\$6,412.00</b>	<b>\$4,601.00</b>
PHA Wide	<b>Total 1475</b>			<b>\$21,000.00</b>	<b>\$23,001.00</b>	<b>\$23,001.00</b>	<b>\$22,622.00</b>
PHA Wide	<b>1501 Collateralization or Debt Service</b>	<b>9000</b>					
MI28PO024-4, 5 & 7 Scattered Sites	Debt Service on CFFP Loan. Improvement projects include: Exterior modernization will include replacing the windows, doors locks, siding, roofs, porches, lighting, sheds, electric service wiring, concrete, shed and landscaping. Interior work includes new 120v smoke detectors and 20 amp circuit for tenant A/C.		Lump sum  175 d.u.	<b>\$250,000.00</b>	<b>\$248,681.00</b>	<b>\$248,681.00</b>	<b>\$0.00</b>
MI28PO024-3 Maloney Manor MI28PO24-6 Pine Towers	Malone Manor and Pine Towers will receive a new EPDM roof and common area flooring.						
PHA Wide	Rehabilitation of the Commission's old maintenance building at 314 15th Street into a Family Resource Center, a community center for PHA and neighborhood residents.						
MI28P024-2 Smith Manor	<b>1460 Dwelling Structure</b>	<b>1460</b>					
	RESET LIMESTONE ROOF CAPS		Lump sum	<b>\$15,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>
	ENTRANCE CANOPY REPLACEMENT		Lump sum	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	REPLACE VCT FLOORING - COMMON AREA		Lump sum	<b>\$0.00</b>	<b>\$135,000.00</b>	<b>\$135,000.00</b>	<b>\$0.00</b>
	<b>Total 1460</b>			<b>\$15,000.00</b>	<b>\$145,000.00</b>	<b>\$145,000.00</b>	<b>\$0.00</b>

**Annual Statement / Performance and Evaluation Report**  
**Capital Fund Program**  
**Part II: Supporting Pages**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>				Grant Type and Number: Capital Fund Program grant No: <b>MI28PO2450505</b>			
Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity			Funds Obligated	Funds Expended
				Original	Revised		
	<b>Total Cost for Smith Manor</b>			<b>\$15,000.00</b>	<b>\$145,000.00</b>	<b>\$145,000.00</b>	<b>\$0.00</b>
<b>MI28PO24-3 Maloney Manor</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>					
	REPLACE VCT FLOORING - COMMON AREA		Lump Sum	\$40,000.00	\$124,000.00	\$124,000.00	\$0.00
	REPLACE SECURITY CAMERA & BLD. TV ANTENNA		Lump Sum	\$20,000.00	\$0.00	\$0.00	\$0.00
	REPLACE ASPHALT PARKING LOT & ADD BF PARKING		Lump Sum	\$102,000.00	\$0.00	\$0.00	\$0.00
	<b>Total 1460</b>			<b>\$162,000.00</b>	<b>\$124,000.00</b>	<b>\$124,000.00</b>	<b>\$0.00</b>
	<b>Total Cost for Maloney Manor</b>			<b>\$162,000.00</b>	<b>\$124,000.00</b>	<b>\$124,000.00</b>	<b>\$0.00</b>
<b>MI28PO24-4 Scattered Site</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>					
	REPLACE VINYL FLOORING		10 d.u.	\$20,000.00	\$2,300.00	\$2,300.00	\$921.00
	REPLACE CONCRETE			\$20,000.00	\$0.00	\$0.00	\$0.00
	REPLACE and INSTALL NEW FENCING or INSULATION			\$10,000.00	\$4,915.00	\$4,915.00	\$4,218.00
	<b>Total 1460</b>			<b>\$50,000.00</b>	<b>\$7,215.00</b>	<b>\$7,215.00</b>	<b>\$5,139.00</b>
	<b>Total Cost for Scattered Site 24-4</b>			<b>\$50,000.00</b>	<b>\$7,215.00</b>	<b>\$7,215.00</b>	<b>\$5,139.00</b>
<b>MI28PO24-6 Pine Towers</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>					
	REPLACE VCT FLOORING - COMMON AREA		40 d.u.	\$40,000.00	\$90,000.00	\$88,682.00	\$0.00
	REPLACE ASPHALT PARKING LOT		Lump Sum	\$60,000.00	\$0.00	\$0.00	\$0.00
	REPAIR FRONT CANOPY		Lump Sum	\$0.00	\$10,000.00	\$10,000.00	\$0.00
	REPLACE COMMON AREA FURNISHINGS		Lump Sum	\$0.00	\$16,457.00	\$0.00	\$0.00
	<b>Total 1460</b>			<b>\$100,000.00</b>	<b>\$116,457.00</b>	<b>\$98,682.00</b>	<b>\$0.00</b>
	<b>Total Cost for Pine Towers</b>			<b>\$100,000.00</b>	<b>\$116,457.00</b>	<b>\$98,682.00</b>	<b>\$0.00</b>

Federal FY of Grant:
<b>2005</b>
<b>Status of Proposed Work</b>
Contact approved 1/1/06
Contract approve for support services, 7/2005
Contract approved 7/06
Contract approved 12/05
Vehicle delivered 5/06
New cpu & printers installed 6/06
Loan process completed 3/29/07
Under contract 9/07
Funded under CFFP
Under contract 9/07

Federal FY of Grant:
<b>2005</b>
<b>Status of Proposed Work</b>
Under contract 9/07
funded under CFP 2004
funded under CFP 2004
Ongoing
No funding needed
Completed
Under contract 9/07
Funded under CFP 04
Under contract 9/07
Ongoing

**Annual Statement / Performance and Evaluation Report**

**Capital Fund Program**

**Part III: Supporting Pages**

**Implementation Schedule**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>			Grant Type and Number: Capital Fund Program Grant No: <b>MI28PO2450505</b>			Federal FY of Grant: <b>2005</b>	
Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PHA-Wide	08/18/07			08/18/09			
MI 24-2 Smith Manor	08/18/07	03/31/07	03/31/07	08/18/09			
MI 24-3 Maloney Manor	08/18/07	03/31/07	03/31/07	08/18/09			
MI 24-6 Pine Towers	08/18/07			08/18/09			
MI 24-4 Scattered Site	08/18/07	03/31/07	03/31/07	08/18/09			

**Annual Statement/Performance and Evaluation Report**

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

PHA Name: <b>MI024 Bay City Housing Commission</b>	Grant Type and Number Capital Fund Program Grant No: <b>CFPP 2007</b> Replacement Housing Factor Grant No:	Federal FY of Grant: Cap Fund Borrowing <b>2007</b>
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- Original Annual Statement  
  Reserve for Disasters / Emergencies  
  Revised Annual Statement  
 Performance and Evaluation Report for Period Ending  
  Final Performance and Evaluation Report

**Performance and Evaluation Report for Period Ending: 3/31/07**

**Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	238,498	-	53,814	53,127
8	1440 Site Acquisition				
9	1450 Site Improvement	125,252	-	-	-
10	1460 Dwelling Structures	2,654,297	-	-	-
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service	162,777	-	161,182	161,182
20	1502 Contingency	83,176	-	-	-
<b>21</b>	<b>Amount of Proposed Project: (sum of lines 2 – 20)</b>	<b>3,264,000</b>	<b>0</b>	<b>214,996</b>	<b>214,309</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: MI024 Bay City Housing Commission		Grant Type and Number Capital Fund Program Grant No: CFFP 2007 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007 Capital Fund Borrowing			
Development Number Name/HA-Wide Activites	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b><i>Fees and Costs</i></b>								
<b>PHA Wide</b>	CFFP Fees	1430	Lump sum	59,248		53,814.00	53,127.00	Loan closed 3/29/07
	A&E Fees	1430	Lump sum	179,250				
	<b>Subtotal 1430</b>			<b>238,498</b>		<b>53,814.00</b>	<b>53,127.00</b>	
<b><i>Site Improvement</i></b>								
<b>Scattered Sites MI 24-4</b>	Pavement/Walks	1450	5 d.u.	3,426				
<b>Scattered Sites MI 24-5</b>	Pavement/Walks	1450	5 d.u.	1,576				
<b>Scattered Sites MI 24-7</b>	Landscaping	1450	45 d.u.	38,026				
	Pavement/Walks	1450	45 d.u.	82,224				
	<b>Subtotal 1450</b>			<b>125,252</b>		-	-	-
<b><i>Dwelling Structures</i></b>								
<b>Scattered Sites MI 24-4</b>	Canopies	1460	22 d.u.	680,000				
	Entry and Storm Doors		22 d.u.	21,527				
	Exterior Lighting		22 d.u.	14,547				
	Brick		22 d.u.	17,613				
	Siding		22 d.u.	35,442				
	Vinyl Windows		22 d.u.	144,513				
	Basement Windows		22 d.u.	9,608				
	Service Drop		22 d.u.	16,100				
	Electrical Smoke Detectors		50 d.u.	47,300				
	Electrical Service Panels		22 d.u.	25,248				
	<b>Subtotal</b>			<b>1,011,898</b>		-	-	-

# Annual Statement/Performance and Evaluation Report

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

### Part II: Supporting Pages

PHA Name: MI024 Bay City Housing Commission		Grant Type and Number Capital Fund Program Grant No: CFFP 2007 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007 Capital Fund Borrowing			
Development Number Name/HA-Wide Activites	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>Scattered Sites</b>	Canopies	1460	5 d.u.	170,000				
<b>MI 24-5</b>	Entry and Storm Doors		5 d.u.	2,842				
	Exterior Lighting		5 d.u.	7,681				
	Brick		5 d.u.	12,251				
	Siding		5 d.u.	32,869				
	Vinyl Windows		5 d.u.	13,209				
	Service Drop		5 d.u.	3,450				
	Electrical Smoke Dectectors		12 d.u.	9,918				
	Electrical Service Panels		5 d.u.	4,646				
	Shingles		5 d.u.	2,767				
	Gutters & Downspouts		5 d.u.	723				
	Soffit		5 d.u.	362				
	<b>Subtotal</b>			<b>260,718</b>				
<b>Scattered Sites</b>	Canopies	1460	45 d.u.	562,500				
<b>MI 24-7</b>	Storm Doors		45 d.u.	22,239				
	Insulation		45 d.u.	49,772				
	Electrical Smoke Dectectors		45 d.u.	17,623				
	Sheds		45 d.u.	101,250				
	Shingles		45 d.u.	12,430				
	Gutters & Downspouts		45 d.u.	3,586				
	Soffit		45 d.u.	1,881				
	Basement		45 d.u.	21,000				
	<b>Subtotal</b>			<b>792,281</b>	-	-	-	
<b>Smith Manor</b>	Enterance canopy renovations		Lump sum	75,000				
<b>24-2</b>	Low flush toilets		141 d.u.	45,000				
	Replace bathroom floor tile		141 d.u.	22,000				
	<b>Subtotal</b>			<b>142,000</b>	-	-	-	
<b>Maloney Manor</b>	Replace bathroom floor tile		113 d.u.	18,000				
<b>MI 24-3</b>	EPDM Roof		Lump sum	59,787				
	Low flush toilets		113 d.u.	34,000				
	Replace hot water boilers		Lump sum	45,000				
	Replace insulated window panels		113 d.u.	45,000				
	<b>Subtotal</b>			<b>201,787</b>	-	-	-	

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

PHA Name: MI024 Bay City Housing Commission		Grant Type and Number Capital Fund Program Grant No: CFFP 2007 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007 Capital Fund Borrowing			
Development Number Name/HA-Wide Activites	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>Pine Towers</b>	Replace bathroom floor tile		115 d.u.	36,484				
<b>MI 24-6</b>	EPDM Roof		Lump sum	43,129				
	Low flush toilets		115 d.u.	34,000				
	Replace d.u. flooring		50 d.u.	50,000				
	Refurbish dwelling unit windows		115 d.u.	82,000				
	<b>Subtotal</b>			<b>245,613</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	<b>Subtotal 1460</b>			<b>2,654,297</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	<b>Collaterization &amp; Debt Service</b>							
<b>PHA Wide</b>	Reserve Deposit	1501	Lump sum	124,340		124,340.00	124,340.00	Loan closed 3/29/07
	Capitalized Interest	1501	Lump sum	38,437		36,842.00	36,842.00	Loan closed 3/29/07
	<b>Subtotal 1501</b>			<b>162,777</b>	<b>-</b>	<b>161,182.00</b>	<b>161,182.00</b>	
	<b>Contingency</b>	1502	Lump sum	83,176				
	<b>Subtotal 1502</b>			<b>83,176</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	<b>CFFP GRAND TOTAL</b>			<b>3,264,000</b>	<b>0</b>	<b>214,996</b>	<b>214,309</b>	

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

PHA Name: MI024 Bay City Housing Commission		Grant Type and Number Capital Fund Program No: <b>CFFP 2007</b> Replacement Housing Factor No:					Federal FY of Grant: Capital Fund Borrowing: 2007
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	
<b>Scattered Sites</b> <b>MI 24-4</b>	<b>3/31/2009</b>			<b>3/31/2011</b>			Loan Closed 3/31/07
<b>Scattered Sites</b> <b>MI 24-5</b>	<b>3/31/2009</b>			<b>3/31/2011</b>			
<b>Scattered Sites</b> <b>MI 24-7</b>	<b>3/31/2009</b>			<b>3/31/2011</b>			
<b>Smith Manor</b> <b>MI 24-2</b>	<b>3/31/2009</b>			<b>3/31/2011</b>			
<b>Maloney Manor</b> <b>MI 24-3</b>	<b>3/31/2009</b>			<b>3/31/2011</b>			
<b>Pine Towers</b> <b>MI 24-6</b>	<b>3/31/2009</b>			<b>3/31/2011</b>			
<b>PHA Wide</b>	<b>3/31/2009</b>			<b>3/31/2011</b>			

1

## Detailed Borrowing Analysis

### Capital Fund Grant Leveraging

Completed for	<b>MI024 Bay City Housing Commission</b>	
Assumed Interest Rate		4.45%
Origination Fee		1.00%
Mgt. Assessment, Fairness Opinion, Lender Legal & Closing Costs	\$ 53,814	
DSR Initial Deposit		100%
Term of This Borrowing		19.75
Months of Cap Interest		3
P&I per Year		12

### Computation of Base Capital Fund for Borrowing (lowest year)

Assumed Base Year Capital Funds Allocation	823,296
Planned Demolition - Homeownership and Conversion (13 units)	(19,293)
Housing Brought Back On Line	
Other Adjustments #1 - 4% estimated reduction for 2006	29,227
Other Adjustments #2	0
<b>Net Capital Fund</b>	<b>833,230</b>
Annual Debt Service Pledge	266,634
Annual Debt Service Pledge as % of Base Cap Funds	32.0%

### Proceeds Analysis

Gross Borrowing	3,471,811
Less Fees	(88,532)
Reserve Deposit	(266,634)
Less Cap Interest	(38,624)
Net Proceeds to PHA Project Fund	3,078,021
PHA Fiscal Year Ends	9/30/2005

***All interest rates and expenses are assumptions and subject to revision. This is to be used for planning purposes only.***

**Annual Statement / Performance and Evaluation Report**  
**Capital Funds Program (CFP)**  
**Part I: Summary**

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

PHA Name <b>BAY CITY HOUSING COMMISSION</b>	Capital Fund Program Grant Number: <b>MI28PO2450104</b>	Federal FY of Grant <b>2004</b>
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Original Annual Statement     Reserve for Disasters/Emergencies     Revised Annual Statement/Revision Number # Three (3)  
 Performance and Evaluation Report for Program Year Ending **March 31, 2007**     Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 20% of line 20 for PHAs with 250 or more Units)	\$78,000	\$90,000	\$90,000	\$90,000
3	1408 Management Improvements (May not exceed 20% of line 20)	\$75,000	\$80,668	\$80,668	\$80,667
4	1410 Administration (May not exceed 10% of line 20)	\$62,000	\$70,005	\$70,005	\$70,005
5	1411 Audit	\$0	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$60,575	\$53,844	\$53,844	\$53,844
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$0	\$0	\$0	\$0
10	1460 Dwelling Structures	\$652,000	\$634,224	\$634,224	\$238,112
11	1465.1 Dwelling Equipment - Nonexpendable	\$0	\$0	\$0	\$0
12	1470 Nondwelling Structures	\$0	\$0	\$0	\$0
13	1475 Nondwelling Equipment	\$21,000	\$19,834	\$19,834	\$19,834
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 (may not exceed 8% of line 20)	\$0	\$0	\$0	\$0
21	<b>Amount of Annual Grant: (Sum of lines 2 - 19)</b>	<b>\$948,575.00</b>	<b>\$948,575.00</b>	<b>\$948,575.00</b>	<b>\$552,462.00</b>
22	Amount of line 20 Related to LBP Activities				
23	Amount of line 20 Related to Section 504 Compliance				
24	Amount of line 20 Related to Security	\$25,000	\$25,000	\$25,000	\$1,500
25	Amount of line 20 Related to Energy Conservation Measures	\$60,000	\$60,000	\$60,000	\$5,000

**Annual Statement / Performance and Evaluation Report  
Capital Fund Program**

**Part II: Supporting Pages**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>				Grant Type and Number: Capital Fund Program grant No: <b>MI28PO2450504</b>				Federal FY of Grant: <b>2004</b>
Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Proposed Work (2)
<b>PHA Wide</b>	<b>1406 Operations</b>	<b>1406</b>		<b>\$78,000.00</b>	<b>\$90,000.00</b>	<b>\$90,000.00</b>	<b>\$90,000.00</b>	Units completed, Feb 2006
	* Vacant unit turnover		19 d.u.					
<b>PHA Wide</b>	<b>1408 Management Improvements</b>	<b>1408</b>		<b>\$75,000.00</b>	<b>\$80,668.00</b>	<b>\$80,668.00</b>	<b>\$80,667.00</b>	New service contract signed August 2005
	* Support service coordination for elderly/disabled residents		Lump Sum					
<b>PHA Wide</b>	<b>1410 Administration</b>	<b>1410</b>		<b>\$62,000.00</b>	<b>\$70,005.00</b>	<b>\$70,005.00</b>	<b>\$70,005.00</b>	Reimbursement for FY complete
	* Staff salary and benefits		1 FTE					
<b>PHA Wide</b>	<b>1430 Fees and Cost</b>	<b>1430</b>						
	A & E Fees		Lump Sum	<b>\$60,575.00</b>	<b>\$28,958.00</b>	<b>\$28,958.00</b>	<b>\$28,958.00</b>	Contract signed 11/05
	Comprehensive Needs Assessment		Lump Sum	<b>\$0.00</b>	<b>\$24,886.00</b>	<b>\$24,886.00</b>	<b>\$24,886.00</b>	Contract completed 4/2005
	<b>Total 1430</b>			<b>\$60,575.00</b>	<b>\$53,844.00</b>	<b>\$53,844.00</b>	<b>\$53,844.00</b>	
<b>PHA Wide</b>	<b>1475 Non-Dwelling Equipment</b>	<b>1475</b>	Lump sum	<b>\$21,000.00</b>	<b>\$19,834.00</b>	<b>\$19,834.00</b>	<b>\$19,834.00</b>	Purchase complete 5/05
	* Vehicle for maintenance department							
<b>PHA Wide</b>	<b>1501 Collateralization or Debt Service</b>	<b>1501</b>						
<b>MI28PO024-4, 5 &amp; 7 Scattered Sites</b>	Debt Service on CFFP Loan. Scope include: Exterior moderization will include replacing the windows, doors, locks, siding, roofs, porches, lighting, sheds, electric service wiring, concrete, shed and landscaping. Interior work includes new 120v smoke detectors.		Lump sum 175 d.u.	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	Deferred until CFP 2005
<b>MI28PO024-3 Maloney Manor MI28PO24-6 Pine Towers</b>	Malone Manor and Pine Towers will receive a new EPDM roof and common area flooring.		Lump sum					
<b>PHA Wide</b>	Rehabilitation of the Commission's old maintenance building at 314 15th Street into a Family Resourse Center, a community center for PHA and neighborhood residents.		Lump sum					
	<b>Total 1501</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>MI28P024-2 Smith Manor</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>						
	refrigerators, energy efficient lighting, plumbing access doors		140 d.u.	<b>\$89,000.00</b>	<b>\$104,300.00</b>	<b>\$104,300.00</b>	<b>\$31,027.00</b>	Refrigerators purchased 4/04; Contract signed for balance of work 9/06
	Replace VCT flooring in common areas		Lump sum	<b>\$40,000.00</b>	<b>\$51,000.00</b>	<b>\$51,000.00</b>	<b>\$2,261.00</b>	Contract signed 9/2006
	Replace front entry canopy and exterior lighting		Lump sum	<b>\$4,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	Included in DFFP project
	Replace entry control system and CCTV equipment		Lump sum	<b>\$0.00</b>	<b>\$63,000.00</b>	<b>\$63,000.00</b>	<b>\$0.00</b>	Contract signed 9/2006
	Replace trash compactor		Lump sum	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	Delayed
	Install new common area emergency lighting		Lump sum	<b>\$0.00</b>	<b>\$15,000.00</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	Contract signed 9/2006
	<b>Total 1460</b>			<b>\$133,000.00</b>	<b>\$233,300.00</b>	<b>\$233,300.00</b>	<b>\$33,288.00</b>	
	<b>Total Cost for Smith Manor</b>			<b>\$133,000.00</b>	<b>\$233,300.00</b>	<b>\$233,300.00</b>	<b>\$33,288.00</b>	
<b>MI28P024-3</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>						

**Annual Statement / Performance and Evaluation Report  
Capital Fund Program**

**Part II: Supporting Pages**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>				Grant Type and Number: Capital Fund Program grant No: <b>MI28PO2450504</b>				Federal FY of Grant: <b>2004</b>	
Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised	Funds Obligated	Funds Expended	Status of Proposed Work (2)	
<b>Maloney Manor</b>	New frost free refrigerators		75 d.u.	\$35,000.00	\$26,200.00	\$26,200.00	\$26,200.00	Refrigerators purchased Dec 2004	
	Boiler study and repair		Lump Sum	\$0.00	\$5,650.00	\$5,650.00	\$5,650.00	Reconfigured return water system	
	Install new common area emergency lighting		Lump Sum	\$30,000.00	\$15,000.00	\$15,000.00	\$15,000.00	Contract signed 9/2006	
	Replace laundry room flooring		Lump Sum	\$0.00	\$1,666.00	\$1,666.00	\$1,666.00	Purchase complete, 10/2005	
	Replace VCT flooring		Lump sum	\$0.00	\$70,000.00	\$70,000.00	\$70,000.00	Contract signed 9/2006	
	Replace Make up air equipment		Lump Sum	\$0.00	\$32,000.00	\$32,000.00	\$0.00	Contract signed 9/2006	
	Replace and expand asphalt parking		Lump Sum	\$0.00	\$30,000.00	\$30,000.00	\$30,000.00	Contract signed 9/2006	
	Replace entry control system and CCTV equipment		Lump sum	\$0.00	\$40,861.00	\$40,861.00	\$30,803.00	Contract signed 9/2006	
		<b>Total 1460</b>		<b>\$65,000.00</b>	<b>\$221,377.00</b>	<b>\$221,377.00</b>	<b>\$179,319.00</b>		
				<b>\$65,000.00</b>	<b>\$221,377.00</b>	<b>\$221,377.00</b>	<b>\$179,319.00</b>		
<b>MI28PO24-4 Scattered Site</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>							
	Exterior Renovations include: new windows, doors, locks, siding, roofs, porches, exterior lighting, electric service wiring, sheds, concrete and landscaping		11 d.u.	\$422,000.00	\$0.00	\$0.00	\$0.00		
	Improve attic insulation		3 d.u.	\$0.00	\$3,116.00	\$3,116.00	\$3,116.00	Purchase complete, 2/2006	
	New frost free refrigerators		25 d.u.	\$0.00	\$5,400.00	\$5,400.00	\$5,400.00	Refrigerators purchased Dec 2004	
			<b>Total 1460</b>		<b>\$422,000.00</b>	<b>\$8,516.00</b>	<b>\$8,516.00</b>	<b>\$8,516.00</b>	
				<b>\$422,000.00</b>	<b>\$8,516.00</b>	<b>\$8,516.00</b>	<b>\$8,516.00</b>		
<b>MI28PO24-6 Pine Towers</b>	<b>1460 Dwelling Structure</b>	<b>1460</b>							
	Replace domestic hot water boiler		Lump sum	\$15,000.00	\$15,031.00	\$15,031.00	\$15,031.00	Purchase complete, 1/2005	
	Replace emergency power transfer switch		Lump sum	\$8,000.00	\$4,000.00	\$4,000.00	\$0.00	Contract signed 9/2006	
	Common area ceiling and other improvements		Lump sum	\$9,000.00	\$15,000.00	\$15,000.00	\$0.00	Contract signed 9/2006	
	Replace entry control system and CCTV equipment		Lump sum	\$0.00	\$40,000.00	\$40,000.00	\$788.00	Contract signed 9/2006	
	Replace VCT flooring		Lump sum	\$0.00	\$37,000.00	\$37,000.00	\$0.00	Contract signed 9/2006	
	Replace asphalt pavement in parking lot		Lump sum	\$0.00	\$30,000.00	\$30,000.00	\$1,170.00	Contract signed 9/2006	
	Install new common area emergency lighting		Lump sum	\$0.00	\$30,000.00	\$30,000.00	\$0.00	Contract signed 9/2006	
		<b>Total 1460</b>		<b>\$32,000.00</b>	<b>\$171,031.00</b>	<b>\$171,031.00</b>	<b>\$16,989.00</b>		
				<b>\$32,000.00</b>	<b>\$171,031.00</b>	<b>\$171,031.00</b>	<b>\$16,989.00</b>		

**Annual Statement / Performance and Evaluation Report**

**Part III: Supporting Pages**

**Implementation Schedule**

PHA Name: <b>BAY CITY HOUSING COMMISSION</b>	Grant Type and Number: Capital Fund Program Grant No: <b>MI28PO2450504</b>	Federal FY of Grant: <b>2004</b> <small>OMB Approval No. 2577-0157 (Exp. 3/31/2002)</small>
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Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PHA-Wide	09/13/06	09/01/06	09/01/06	09/13/08	12/31/06	12/31/2006	
MI 24-2 Smith Manor	09/13/06	09/01/06	09/01/06	09/13/08			
MI 24-3 Maloney Manor	09/13/06	09/01/06	09/01/06	09/13/08			
MI 24-6 Pine Towers	09/13/06	09/01/06	09/01/06	09/13/08			
MI 24-4 Scattered Site	09/13/06	09/01/06	09/01/06	09/13/08			
MI 24-5 Scattered Site	09/13/06	09/01/06	09/01/06	09/13/08	12/31/06	12/31/2006	

Resident Advisory Board, Bay City Housing Commission, FY 2007 Annual Plan

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Joann Weiler  
Maplewood Manor  
1200 N. Madison, Apt. 400  
Bay City, MI 48708

Marilyn Miller  
Pine Towers  
306 S. Walnut, Apt. 703  
Bay City, MI 48706

Martha Lesperance  
Pine Towers  
306 S. Walnut, Apt. 128  
Bay City, MI 48706

Joan Schwab  
Pine Towers  
306 S. Walnut, Apt. 705  
Bay City, MI 48706

Cary Donnelly  
Pine Towers  
306 S. Walnut, Apt. 127  
Bay City, MI 48706

Maxine Sheehan  
Pine Towers  
306 S. Walnut, Apt. 308  
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Thomas Pero  
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Virginia Blossey  
Smith Manor  
600 N. VanBuren, Apt. 320  
Bay City, MI 48708

Margaret Felan  
Maloney Manor  
210 Fitzhugh, Apt. 613  
Bay City, MI 48708

Kevin Douglas  
Maloney Manor  
210 Fitzhugh, Apt. 211  
Bay City, MI 48708

Sara Wilkinson  
Maloney Manor  
210 Fitzhugh, Apt. 502  
Bay City, MI 48708

Barbara Sherman  
Maloney Manor  
210 Fitzhugh, Apt. 310  
Bay City, MI 48708

Thomas Lomasney  
Maloney Manor  
210 Fitzhugh, Apt. 311  
Bay City, MI 48708

Kristi Poirier  
Maloney Manor  
210 Fitzhugh, Apt. 305  
Bay City, MI 48708

Susan Hennessey  
Maloney Manor  
210 Fitzhugh, Apt. 101  
Bay City, MI 48708



**Bay City Housing Commission  
Resident Member of Board  
FY 2007**

<b><u>Name</u></b>	<b><u>Address</u></b>	<b><u>Phone #</u></b>
Alice Rentjos	Maplewood Manor, 1200 N. Madison, Apt. 918 Bay City, Michigan 48708	989-895-8482

Appointed: July 2004, to 5-year term expiring July 2009

Revised as of 06/07

**COMPONENT #12**  
**COMMUNITY SERVICE AND SELF-SUFFICIENCY**

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▶ A description of -

(A) any programs relating to services and amenities provided or offered to assist families;

(B) any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families;

(C) how the PHA will comply with the requirements of subsection (c) and (d) of section 12 (relating to community service and treatment of income changes resulting from welfare program requirements) (*Section 512*).

To address regulations implementing the Community Service requirements of the Quality Housing and Work Responsibility Act of 1998, the Bay City Housing Commission has opened a dialogue with the State of Michigan's Family Independence Agency (FIA) to establish a cooperative agreement addressing those issues related to community service, welfare-to-work, and other issues of common interest to both agencies. Such agreements have been incorporated into the Agency Plan. Additionally, revisions needed in the Bay City Housing Commission's Admissions and Continued Occupancy Policy and Lease Agreement have been evaluated and incorporated to address these regulatory changes.

FY 2005 – Year 1 of the 2005-2009 Agency Plan. No change is proposed. Community Service requirements are being administered for all eligible Public Housing participants.

FY 2006 – Year 2 of the 2005-2009 Agency Plan period. No change is proposed or anticipated. Increased activity in lease enforcement as a result of non-compliance with Community Service requirements is being encountered, with 3 evictions being processed since the start of the current fiscal year.

FY 2007 – Year 3 of the 2005-2009 Agency Plan period. No change is proposed or anticipated. Lease enforcement of Community Service requirements continues to be administered for those residents required to comply, with lease non-renewal and eviction as the enforcing mechanism.

**COMPONENT #14**  
**PETS**

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▶ The requirements of the agency, pursuant to section 31, relating to pet ownership in public housing (*Section 526*).

FY 2005 – Year 1 of the 2005-2009 Agency Plan. HUD issued a Final Rule regarding Pet Ownership in Public Housing on July 10, 2000. The Pet Policy in Section 18 of the Bay City Housing Commission’s ACOP has been revised to incorporate this regulation for family developments and is currently being implemented in addition to previous regulations allowing for pet ownership in elderly developments.

FY 2006 – Year 2 of the 2005-2009 Agency Plan period. No change is warranted or anticipated.

FY 2007 – Year 3 of the 2005-2009 Agency Plan period. No change is warranted or anticipated.

## EXECUTIVE SUMMARY

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Under Section 511 of the *Quality Housing and Work Responsibility Act of 1998*, Public Housing Agencies (PHA) are required to advise HUD, its residents and members of the public of the PHA's mission for serving the needs of low-income and very low-income families, and the PHA's strategy and progress for addressing those needs through and Agency Plan, containing a 5-Year Plan and Annual Plan updated each year.

The Executive Summary of the Bay City Housing Commission's Annual Plan is an optional narrative of the information contained in the Annual Plan, including highlights of major initiatives and discretionary policies the Bay City Housing Commission has included in its Annual Plan, additionally relating the activities in the Annual Plan to the Mission and Goals of the 5-Year Plan, explaining any deviations of these activities from the 5-Year Plan.

FY 2005 Update – The first year of a new 5-Year Agency Plan period, the major highlights of the current fiscal year include:

- Change in the Plan Type from “streamlined” to “standard”, discussed in the following section.
- Update of the Financial Resources section (component #2) to reflect current year funding.
- Updated analysis of income deconcentration requirements in the Admissions and Continued Occupancy Policy (component #3).
- Addition of proposed FY 2005 Capital Fund allocations and FY's 2003 and 2004 Performance and Evaluation Reports (component #7). Of particular note, the inclusion of the Housing Commission's participation in a pooled Capital Fund bond issued to be sponsored by the Michigan State Housing Development Authority (MSHDA) has been proposed with amendment to the FY 2004 budget to allow for debt service payments to begin.
- Inclusion of the Bay City Housing Commission's Annual Audit for the fiscal year ending September 30, 2004 (component #16).

FY 2005 Amendment – An amendment of the Agency Plan was determined necessary due to a significant modification occasioned by the desire of the Bay City Housing Commission to assist victims of Hurricane Katrina. To provide for a waiting list preference for these families, the Commission's Admissions and Continued Occupancy Policy needed to be modified which could only be accomplished through the Plan Amendment process. This was completed and HUD approval of the Amendment was received in March 2006.

FY 2006 Update – The second year of the 5-Year Agency Plan period, the major highlights of the current fiscal year include:

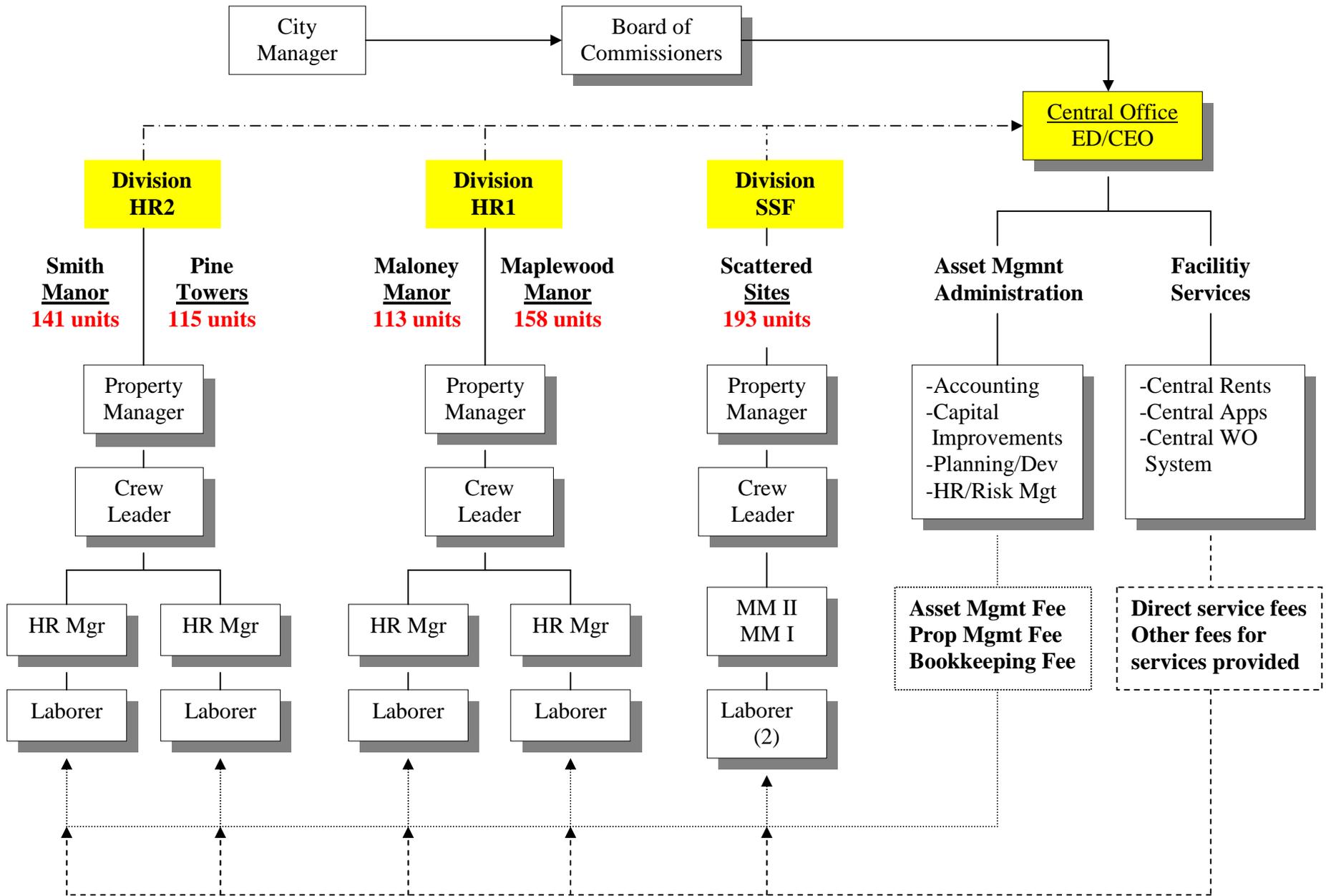
- Update of the Financial Resources section (component #2) to reflect estimated current year funding with a discussion of transition factors affecting it.
- Updated analysis of income deconcentration requirements in the Admissions and Continued Occupancy Policy (component #3).
- Addition of a proposed FY 2006 Capital Fund budget and FY's 2004 and 2005 Performance and Evaluation Reports (component #7). Of particular note herein, revisions to the debt-financing program described in last year's Plan as sponsored by the Michigan State Housing

Development Authority (MSHDA), amending the Capital Fund to provide for debt service to begin in the 2005 budget year instead of the 2004 budget year.

- Inclusion of the Bay City Housing Commission's Annual Audit for the fiscal year ending September 30, 2005 (component #16).
- Discussion of Asset Management requirements under the new Public Housing Operating Fund rule (component #17).

FY 2007 Update – The third year of the 5-Year Agency Plan period, the major highlights of the current fiscal year include:

- Update of the Financial Resources section (component #2) to reflect estimated current year funding with a discussion of transition factors affecting it.
- Updated analysis of income deconcentration requirements in the Admissions and Continued Occupancy Policy (component #3).
- Addition of a proposed FY 2007 Capital Fund budget and FY's 2004, 2005 and 2006 Performance and Evaluation Reports (component #7). Of particular note herein, the debt-financing program described in last year's Plan was completed and an application was submitted to HUD on September 1, 2006. A loan closing is scheduled for late March 2007.
- Inclusion of the Bay City Housing Commission's Annual Audit for the fiscal year ending September 30, 2006 (component #16).
- Discussion of Asset Management conversion activities undertaken to minimize funding reductions under the new Public Housing Operating Fund rule (component #17).
- Adoption by the Commission of its "*Violence Against Women Act (VAWA) Policy*", implementing applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162). In accordance with this policy, the Bay City Housing Commission has revised its Admissions and Continued Occupancy Policy, incorporating its contents by reference and providing that the VAWA Policy will take precedence in any situations where conflicts exist between the ACOP and the VAWA Policies. In order to officially sanction this change to the ACOP, along with other changes necessitated by HUD Multifamily Program Management and Occupancy Reviews of the Commission's Section 8 New Construction property, the ACOP will be submitted to HUD concurrently with the submission of the Annual Plan



**Bay City Housing Commission**  
**ORGANIZATIONAL STRUCTURE UNDER ASSET MANAGEMENT**  
**May 2007**

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

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009  
Annual Plan for Fiscal Year 2007

**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:** Bay City Housing Commission

**PHA Number:** MI024

**PHA Fiscal Year Beginning: (mm/yyyy)** 10/2007

**Public Access to Information**

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

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

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

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2009**  
[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)

It is the mission of the Bay City Housing Commission to create, maintain and improve decent, safe, high-quality affordable housing and enhance program opportunities for the community we serve.

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Increase voucher payment standards
  - Implement voucher homeownership program:
  - Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
  - Convert public housing to vouchers:
  - Other: (list below)

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

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

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- Increase the number and percentage of employed persons in assisted families:
  - Provide or attract supportive services to improve assistance recipients' employability:

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

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

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

**GOAL: Manage the Bay City Housing Commission’s existing public housing program in an efficient and effective manner thereby qualifying as at least a standard performer.**

**Objectives: The Bay City Housing Commission shall maintain its status as a high performer under HUD’s PHAS, achieving not less that 90% for the Management Component.**

**The Bay City Housing Commission shall achieve and sustain an occupancy rate of 95% by September 30, 2009.**

**The Bay City Housing Commission shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.**

**GOAL: Adapt the Bay City Housing Commission’s housing stock and program resources to more closely meet the housing needs and markets identified in our housing needs assesement.**

**Objectives: The Bay City Housing Commission shall assist 10 family’s move from renting to homeownership by September 30, 2009.**

**The Bay City Housing Commission shall construct at least one new affordable housing rental unit without public housing development funds by September 30, 2009.**

**Locate at least two partners, non-profit or for-profit, locally or nationally-based. These partners will work with us on the acquisition, improvement and/or development of additional housing opportunities for this target group.**

**GOAL: Enhance the marketability of the Bay City Housing Commission's public housing units.**

**Objectives: The Bay City Housing Commission may convert 9 one-bedroom units to 6 two-bedroom units by September 30, 2009, in order to increase the marketability of our public housing units and otherwise address unresolved vacancy problems.**

**The Bay City Housing Commission shall achieve a level of customer satisfaction that gives the agency at least a 90% score in this element of the Public Housing Assessment System.**

**The Bay City Housing Commission shall achieve proper curb appeal for its public housing developments by improving its landscaping, keeping its grass cut, making the properties litter-free and other actions by September 30, 2009, achieving and maintaining a PHAS Physical Component score of at least 90% for each of its properties.**

**GOAL: Improve resident and community perception of safety and security in the Bay City Housing Commission's public housing developments.**

**Objectives: The Bay City Housing Commission shall refine its memorandum of understanding with the Bay City Police Department to better define the "edge problem" of crime that occurs near our developments and develop strategies for identifying and reducing this problem.**

**The Bay City Housing Commission shall attach 3 police officers to live in its developments by September 30, 2009.**

**GOAL: Expand the range and quality of housing choices available to participants through a Bay City Housing Commission tenant-based assistance program.**

**Objective: The Bay City Housing Commission will consider establishing a program to help people use a tenant-based program for rental assistance or to become homeowners by September 30, 2009.**

**GOAL: Deliver timely and high quality maintenance service to the residents of the Bay City Housing Commission.**

**Objectives: The Bay City Housing Commission shall create and implement a preventative maintenance plan by September 30, 2009.**

**The Bay City Housing Commission shall create an appealing, up-to-date environment in its developments by September 30, 2009 by continuing to obligate and expend Capital Funds in a timely manner for approved enhancements, maintaining at least a 90% PHAS Physical condition score for each of its properties.**

**GOAL: Operate the Bay City Housing Commission in full compliance with all Equal Opportunity and Fair Housing laws and regulations.**

**Objective: The Bay City Housing Commission shall mix its public housing development populations ethnically, racially, and income-wise to the greatest extent feasible to reflect those same demographics of the City of Bay City.**

**GOAL: Ensure full compliance with all applicable standards and regulations including government generally accepted accounting principles.**

**Objectives: The Bay City Housing Commission shall operate so that it achieves a score of at least 90% under the Financial Assessment component of the Public Housing Assessment System.**

**GOAL: Improve access of public housing residents to services that support economic opportunity and quality of life.**

**Objectives: The Bay City Housing Commission will conduct a needs assessment of residents in order to identify services needed by our residents by September 30, 2009.**

**The Bay City Housing Commission shall have resident organizations in every assisted housing development by September 30, 2009.**

**The Bay City Housing Commission shall assist its resident organizations in strengthening their organizations and helping them develop their own mission statement, goals, and objectives by September 30, 2009**

**Annual PHA Plan**  
**PHA Fiscal Year 2006**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

- High Performing PHA**  
 **Small Agency (<250 Public Housing Units)**  
 **Administering Section 8 Only**

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

Refer to attachment mi024m01

**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.

**Table of Contents**

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary	1
ii. Table of Contents	1
1. Housing Needs	4
2. Financial Resources	9
3. Policies on Eligibility, Selection and Admissions	10
4. Rent Determination Policies	18
5. Operations and Management Policies	22
6. Grievance Procedures	23
7. Capital Improvement Needs	24
8. Demolition and Disposition	26
9. Designation of Housing	26
10. Conversions of Public Housing	27
11. Homeownership	29
12. Community Service Programs	30
13. Crime and Safety	32
14. Pets (Inactive for January 1 PHAs)	34

15. Civil Rights Certifications (included with PHA Plan Certifications)	34
16. Audit	34
17. Asset Management	35
18. Other Information	35

**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 (mi024b01)
- FY 2007 Capital Fund Program Annual Statement (mi024c01)
- FY 2006 Capital Fund P&E Report (mi024e01)
- FY 2005 Capital Fund P&E Report (mi024f01)
- Capital Fund Financing Program (CFFP) P&E Report (mi024g01)
- FY 2004 Capital Fund P&E Report (mi024h01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- PHA Management Organizational Chart (mi024n01)
- FY 2007 Capital Fund Program 5 Year Action Plan (mi024d01)
- 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)
  - Statement of progress in meeting goals and objectives (mi024a01)
  - Membership of Resident Advisory Board (mi024i01)
  - Resident Member of PHA Board (mi024j01)
  - Statement of Compliance with Community Service requirements (mi024k01)
  - Pet Policy adopted in conformance with 7/10/00 Final Rule (mi024l01)
  - Executive Summary (mi024m01)
  - Form HUD-52564, Physical Needs Assessment for all Developments included in 2005 Capital Fund Financing Program (mi024o01)

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	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;
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
	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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8	Annual Plan: Grievance Procedures

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Administrative Plan	
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 other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	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
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	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 (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	998	5	5	3	1	3	1
Income >30% but <=50% of AMI	450	5	3	3	1	3	1
Income >50% but <80% of AMI	148	4	2	2	1	3	1
Elderly	240	5	2	3	1	2	1
Families with Disabilities	464	N/A	N/A	N/A	N/A	N/A	N/A
African American	74	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	136	N/A	N/A	N/A	N/A	N/A	N/A
Native American	4	N/A	N/A	N/A	N/A	N/A	N/A
Asian	14	N/A	N/A	N/A	N/A	N/A	N/A

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: 2005
- 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)

National Low Income Housing Coalition (LIHIS), “Out of Reach”, Michigan, 2004.

Bay City Housing Commission, Applicant Statistics, April, 2005.

## **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.

<b>Housing Needs of Families on the Waiting List</b>
--

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

As of 3/23/2007	# of families	% of total families	Annual Turnover
Waiting list total	226		154 (FYE 9/30/06)
Extremely low income <=30% AMI	203	91	
Very low income (>30% but <=50% AMI)	20	9	
Low income (>50% but <80% AMI)	3	1	
Families with children	119	53	
Elderly families	8	4	
Families with Disabilities	29	13	
White	209	92	
Black	12	5	
Asian/Amerind	5	2	
Hispanic	18	8	

Characteristics by Bedroom Size (Public Housing Only)

1BR	73	32	96
2 BR	120	53	15
3 BR	16	7	22
4 BR	9	4	14
5 BR	8	4	7
5+ BR			

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

If yes:

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

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

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

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of 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)

**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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2007 est)</b>		
a) Public Housing Operating Fund	1,101,137 (est)	
b) Public Housing Capital Fund	847,619 ('06 award)	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	0	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
a) '04, '05 & '06 CFP funds, 3/31/07	279,730	Capital Improvements
<b>3. Public Housing Dwelling Rental Income</b>		
a) Rent based on '06 budget	1,191,260 (formula)	PH Operations
<b>4. Other income (list below)</b>		
a) Non-dwelling rental income	9,000	PH Operations
b) Sales/services to tenants	36,110	PH Operations
<b>4. Non-federal sources (list below)</b>		
a) PH investment income	15,820	PH Operations
b) CFFP loan proceeds	3,086,533	Capital Improvements
<b>Total resources</b>	<b>6,567,209</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: 90 days
- 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)

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)

- Age (62+) for elderly-designated development (Pine Towers, MI024006).
- Victims of Federally declared disaster areas.

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)

- 2 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in the jurisdiction
- 3 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:
  - 3 elderly families (62+) for elderly designated project
  - 1 victims of federally-declared disaster areas

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)

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**

Refer to attachment mi024b01, Admissions Policy for Deconcentration

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 (N/A)**

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)

**(2) Waiting List Organization**

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

**(3) Search Time**

- a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

**(4) Admissions Preferences**

- a. Income targeting
- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?
- b. Preferences
1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of

application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

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

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other (list below)

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

[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)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never  
 At family option  
 Any time the family experiences an income increase  
 Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_  
 Other (list below)  
Any time family composition changes as a result of the addition of a family member through birth or adoption or as a result of a family member leaving or has left dwelling unit.  
Any time family income decreases.

- 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)  
Section 8 Existing Fair Market Rents

## **B. Section 8 Tenant-Based Assistance (N/A)**

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

## **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

Other (list below)

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

Annually

Other (list below)

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

Success rates of assisted families

Rent burdens of assisted families

Other (list below)

## **(2) Minimum Rent**

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

\$0

\$1-\$25

\$26-\$50

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

## **5. 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 (mi024n01).

A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	538	154
Section 8 Vouchers	N/A	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section	N/A	

8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)		
Section 8 New Const.	155	36

### 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)

- |                            |                                    |
|----------------------------|------------------------------------|
| Maintenance Policy         | Blood Borne Disease Policy         |
| Capitalization Policy      | Check Signing Policy               |
| Disposition Policy         | Criminal Records Management Policy |
| Drug Free Policy           | Equal Housing Opportunities Policy |
| Ethics Policy              | Facilities Use Policy              |
| Hazardous Materials Policy | Funds Transfer Policy              |
| Investment Policy          | Natural Disaster Policy            |
| Pest Control Policy        | Procurement Policy                 |
| Public Housing Lease       | Key Policy                         |
| Credit Card Policy         | Personnel Policy                   |
| A&CO Policy                | Violence Against Women Act Policy  |

(2) Section 8 Management: (list below)

N/A

### 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 (N/A)**

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 2007 Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan as Attachment mi024c01

-or-

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

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

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

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

b. If yes to question a, select one:

The 2007 Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan as Attachment mi024d01

-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) (N/A)**

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:

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.)

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

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

[24 CFR Part 903.7 9 (i)]

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

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

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

**2. Activity Description**

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Pine Towers 1b. Development (project) number: MI28P024006
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <b>11/29/2007</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 115 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

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

[24 CFR Part 903.7 9 (j)]

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

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

1.  Yes  No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless

eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <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 (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

# 11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

## A. Public Housing

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

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

### 2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Scattered Site Family Housing 1b. Development (project) number: MI28P024004, 005 & 007
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: Planned for submission in current fiscal year
5. Number of units affected: 150
6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance (N/A)

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? 07/14/00

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. )

<b>Services and Programs</b>				
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)

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- 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**

See attachment mi024j02

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents (RASS)
- 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)

Smith Manor (MI024-002) and Maloney Manor (MI024-003)

**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)  
Resident Police Officers in Smith Manor, Maloney Manor and Pine Towers

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

Smith Manor (MI024-002) and Maloney Manor (MI024-003)

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

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

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

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

Smith Manor (MI024-002) and Maloney Manor (MI024-003)

**D. Additional information as required by PHDEP/PHDEP Plan (N/A)**

PHAs eligible for FY 2000 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 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

See attachment mi024l01

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

- 1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
- 3.  Yes  No: Were there any findings as the result of that audit?

4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

Under the discussions related to the agency's Goals and Objectives in the 5-Year Plan, the RAB expressed the opinion that the Objective related to Goal #5, Tenant-based Housing, should be dropped as there appeared to be little likelihood that any new Section 8 Vouchers would be sought in the future.

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)

Staff concurred with the RAB comment but noted that, since this was a 5-Year Plan component, the Board of the Bay City Housing Commission would deferred any action until the next 5-Year Plan revision in FY 2009.

### **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)

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)

### **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: City of Bay City

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)
- Other: (list below)

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

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

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

1. Definition of “Substantial Deviation” and “Significant Amendment or Modification” required by HUD Notice PIH 99-51 (HA), issued 12/14/99, implementing 24CFR903.7(r):

The Bay City Housing Commission will, on a periodic basis, amend this Agency Plan as a result of changing needs and goals of the agency. Should a substantial deviation and/or significant amendment or modification occur, the Bay City Housing Commission shall reconvene the Resident Advisory Board, publish for comment the amendments and, in addition, conduct a public hearing on the proposed amendments.

Substantial Deviation is defined as 1) a significant change of more than 25% in any financial fund, either Operating, Capital or Reserve, that materially affects the ability of the Bay City Housing Commission to implement the provisions of the Annual Plan or the 5-Year Plan, either allowing items to be completed ahead of schedule or causing the delay in the implementation of those planned items; or 2) actions of the Bay City Housing Commission that are in response to and in an effort to mitigate the results of emergencies or natural disasters causing wide-spread damage to its properties and facilities.

Significant Amendment or Modification is defined as 1) changes to rent or admissions policies or organization of the waiting list; 2) additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; 3) additions of new activities not included in current or future PHDEP Plans, should they be approved; 4) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities; and 5) and other action requiring formal action by the Board of the Bay City Housing Commission. If any of the above are adopted to

reflect changes in HUD regulatory requirements, such changes will not be considered significant amendments.

## **Attachments**

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

mi024a01 - Statement of Progress in meeting goals and objectives  
mi024b01 - Admissions Policy for Deconcentration  
mi024c01 - FY 2007 CFP Annual Statement  
mi024d01 - FY 2007 CFP Revised 5-year Action Plan  
mi024e01 - FY 2006 CFP P & E Report  
mi024f01 - FY 2005 CFP P & E Report  
mi024g01 - Capital Fund Financing Program (CFFP) P & E Report  
mi024h01 - FY 2004 CFP P & E Report  
mi024i01 - Membership of Resident Advisory Board  
mi024j01 - Resident Member of PHA Board  
mi024k01 - Statement of Compliance with Community Service requirements  
mi024l01 - Pet Policy  
mi024m01 - Executive Summary  
mi024n01 - PHA Management Organization Chart  
mi024o01 - form HUD-52564, Physical Needs Assessments