

PHA Plans

Streamlined Annual Version

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

OMB No. 2577-0226
(exp. 08/31/2009)

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

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

Streamlined Annual PHA Plan for Fiscal Year: 2007

PHA Name:

**Housing and Redevelopment Authority
In and For the City of Willmar, MN
(AKA, Willmar HRA)**

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

Streamlined Annual PHA Plan Agency Identification

PHA Name: Housing and Redevelopment Authority **PHA Number:** MN051
In and For the City of Willmar, MN
(aka, Willmar HRA)

PHA Fiscal Year Beginning: (mm/yyyy) 07/01/2007

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
Number of public housing units: 174 units Number of S8 units: Number of public housing units:
Number of S8 units: 50 vouchers

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

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

PHA Plan Contact Information:

Name: Dorothy Gaffaney Phone: 320-235-8637, Ext.8701
TDD: 711, 320-235-8637 Email (if available): dorothy.gaffaney@co.kandiyohi.mn.us

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

If yes, select all that apply:

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

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

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

Streamlined Annual PHA Plan

Fiscal Year 2007

[24 CFR Part 903.12(c)]

Table of Contents

[24 CFR 903.7(r)]

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

A. PHA PLAN COMPONENTS

1. Site-Based Waiting List Policies
903.7(b)(2) Policies on Eligibility, Selection, and Admissions
2. Capital Improvement Needs
903.7(g) Statement of Capital Improvements Needed
3. Section 8(y) Homeownership
903.7(k)(1)(i) Statement of Homeownership Programs
4. Project-Based Voucher Programs
5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
6. Supporting Documents Available for Review
7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
8. Capital Fund Program 5-Year Action Plan

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

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

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

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

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

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

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

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

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year?
 Yes No

If yes, complete the following table; if not skip to B.

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

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

B. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component. N/A

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

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

2. Capital Improvement Needs

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

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

A. Capital Fund Program

1. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

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

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

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

HOPE VI Revitalization Grant Status	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
<input type="checkbox"/>	Revitalization Plan under development
<input type="checkbox"/>	Revitalization Plan submitted, pending approval
<input type="checkbox"/>	Revitalization Plan approved
<input type="checkbox"/>	Activities pursuant to an approved Revitalization Plan underway

3. Yes No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name(s) below:

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

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

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

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

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

2. Program Description:

a. Size of Program

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

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

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:

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

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

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

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

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

1. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- low utilization rate for vouchers due to lack of suitable rental units
- access to neighborhoods outside of high poverty areas
- other (describe below):

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

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

1. Consolidated Plan jurisdiction: State of Minnesota

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

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

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

- A. Monitor the availability of decent, safe and affordable housing.
- B. Improve the quality of assisted housing.
- C. Increase community quality of life and economic vitality.
- D. Increase homeownership opportunities.
- E. Develop employer assisted housing programs.
- F. Improve communications with landlords regarding rental practices.
- G. Increase awareness of tenant and landlord rights.
- H. Focus on cultural insensitivity, language barriers, and Fair Housing Issues.
- I. Rental Property Tax.
- J. Rehabilitation of owner-occupied housing.
- K. Rental housing rehabilitation.
- L. Homelessness.
- M. Meeting the needs of extremely low households.

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

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

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

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

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/07 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Revision 1	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$ 8,571.00	\$8,571.00	\$3,966.82	\$3,966.82
4	1410 Administration	\$ 7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$46,152.00	\$71,431.00	\$61,299.33	\$0.00
10	1460 Dwelling Structures	\$119,199.00	\$105,544.00	\$105,544.00	\$89,674.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	\$15,000.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$23,000.00	\$26,376.00	\$26,376.00	\$26,376.00
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				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$229,422.00	\$229,422.00	\$214,686.15	\$137,516.82
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				

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

PHA Name: Willmar HRA	Grant Type and Number Capital Fund Program Grant No: MN46P05150105 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
-----------------------	--	----------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 2)
 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	
		Revision 1	Revised	Obligated	Expended
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: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revision 1	Revised	Funds Obligated	Funds Expended	
HA-Wide	Arch Fees	1430	LS	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	Done
HA-Wide	Administration	1410	LS	\$ 7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	Done
HA-Wide	Management Improvements (Staff Training)	1408	LS	\$ 8,571.00	\$8,571.00	\$3,966.82	\$3,966.82	In Progress
MN051 01	Upgrade Heat Pumps	1475	1	\$12,000.00	\$7,445.00	\$7,445.00	\$7,445.00	Done
MN051 01	Put all Exterior Lights on Photo Cells, New Patio Balcony Lights, Flag Pole lights, Add Backstairs Lights SW & NW – energy eff.	1450	LS	\$ 8,301.00	\$17,478.00	\$17,478.00	\$.00	Spring
MN051 01	Repave North Parking Lot	1450	1 Lot	\$ 5,000.00	\$4,695.00	4,695.00	\$.00	Spring
MN051 01	Re-landscape N&E of Building (erosion correction)	1450	LS	\$.00	\$.00	\$.00	\$.00	N/A

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

PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revision 1	Revised	Funds Obligated	Funds Expended	
MN051 01	Install (3) New Water Softeners and convert cold water to soft water – add cold, hard water drinking line	1475	3	\$11,000.00	\$18,931.00	\$18,931.00	\$18,931.00	DONE
MN051 02	Add New Patio concrete slab to fill in dirt areas next to building. Install sleeves for clothesline poles	1450	LS	\$26,851.00	\$31,168.33	\$31,168.33	\$0.00	Spring
MN051 02	Replace Clothesline poles & fixtures	1450	38	\$00	\$5,131.67	\$0.00	\$0.00	Need to bid
MN051 04	Install A/C Sleeves (9)	1450	9	\$0.00	\$5,000.00	\$0.00	\$0.00	Need to bid

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

PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revision 1	Revised	Funds Obligated	Funds Expended	
MN051 02	Replace security lights on garages – Install energy efficient (more light). Rewire garage switch so can't shut off security lights. Dusk to dawn photo sensor, need cages.	1450	LS	\$6,000.00	\$7,958.00	\$7,958.00	\$0.00	In Progress
MN051 04	Exterior Work (facia, trim, doors, rails) 505 SW 26 th Ave	1460	1	\$6,000.00	\$9,250.00	\$9,250.00	\$0.00	In Progress
MN051 04	Reside 505 SW 26 th Ave & add new maintenance free front porch	1460	7	\$18,000.00	\$0.00	\$0.00	\$0.00	N/A
MN051 04	Replace exterior doors to houses (7) New deadbolt & locks. Metal clad maintenance free doors	1460	7	\$7,500.00	\$6,620.00	\$6,620.00	\$0.00	In Progress
HA-Wide	Operations – New Truck	1406	1	\$.00	\$0.00	\$0.00	\$0.00	N/A

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

PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Revision 1	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations – Dump Trailer	1406	LS	\$.00	\$.00	\$.00	\$.00	N/A
MN051 04	(9) units Reside inside of garage walls. Sheetrock reinforcement	1470	38	\$15,000.00	\$.00	\$.00	\$.00	N/A
MN051 02	Re-pump sump-pumps – to dump in sanitary in winter months, Oct – April. Replace hoses & pumps as needed (38 units)	1460	38	\$.00	\$.00	\$.00	\$.00	N/A
MN051 01	Elevator Upgrade	1460	2	\$87,699 .00	\$89,674.00	\$89,674.00	\$89,674.00	Done
	Total Expenses			\$229,422.00	\$229,422.00	\$214,686.15	\$137,516.82	

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

PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program No: MN46P05150105 Replacement Housing Factor No:					Federal FY of Grant: 2005
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Revision 1	Revised	Actual	Revision 1	Revised	Actual	
HA-Wide	8/17/07	8/17/07		8/17/09	8/17/09		
MN051 01	8/17/07	8/17/07		8/17/09	8/17/09		
MN051 02	8/17/07	8/17/07		8/17/09	8/17/09		
MN051 04	8/17/07	8/17/07		8/17/09	8/17/09		

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/07 <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	\$43,000.00	\$60,429.00	\$43,000.00	\$43,000.00
3	1408 Management Improvements	\$55,000.00	\$55,000.00	\$29,748.42	\$29,748.42
4	1410 Administration	\$10,000.00	\$10,000.00	\$5,052.96	\$5,052.96
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$9,000.00	\$9,000.00	\$3,331.18	\$3,331.18
8	1440 Site Acquisition				
9	1450 Site Improvement	\$20,000.00	\$.25,000.00	\$.00	\$.00
10	1460 Dwelling Structures	\$63,998.00	\$58,998.00	\$.00	\$.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$5,000.00	\$5,000.00	\$.00	\$.00
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				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$205,998.00	\$223,427.00	\$81,132.56	\$81,132.56
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				

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

PHA Name: Willmar HRA	Grant Type and Number Capital Fund Program Grant No: MN46P05150106 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
------------------------------	--	-------------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 1)
 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
	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: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Arch. Fees (for construction items & to update the Capital Needs Assessment)	1430	LS	\$9,000.00	\$9,000.00	\$3,331.18	\$3,331.18	
HA-Wide	Admin	1410	LS	\$10,000.00	\$10,000.00	\$5,052.96	\$5,052.96	
HA Wide	Upgrade Computer Housing Software from DOS to Windows/Internet based, including UPCS Module	1408	1	\$30,000.00	\$30,000.00	\$29,748.42	\$29,748.42	Done
HA Wide	Staff Training	1408	LS	\$5,000.00	\$5,000.00	\$0.00	\$0.00	
HA Wide	Switch software from WordPerfect to Word	1408	LS	\$5,000.00	\$5,000.00	\$0.00	\$0.00	
HA Wide	Computer Hardware (upgrade 3 stations)	1475	3	\$5,000.00	\$5,000.00	\$0.00	\$0.00	

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

PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150106 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Part-time Resident Coordinator	1408	LS	\$15,000.00	\$15,000.00	\$0.00	\$0.00	
MN051-1	Re-landscape N & E of Building (erosion correction)	1450	LS	\$ 20,000.00	\$20,000.00	\$0.00	\$0.00	
MN051-04	Install A/C sleeves (9)	1460	9	\$5,000.00	\$0.00	\$0.00	\$0.00	N/A
HA-Wide	Operations – New Truck	1406	1	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	Done
HA-Wide	Operations ~ Dump trailer	1406	1	\$ 8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	Done
HA Wide	Operations	1406	1	\$0.00	\$17,429.00	\$0.00	\$0.00	
MN051-1	Clean Ventilation (Bath)	1460	LS	\$47,000.00	\$47,000.00	\$0.00	\$0.00	
HA Wide	Energy Audit	1430	1	\$0.00	\$0.00	\$0.00	\$0.00	N/A
MN051-01	Repaint Occupied Units	1460	LS	\$7,000.00	\$7,000.00			
MN051-01	Replace carpet in units	1460	LS	\$4,998.00	\$4,998.00			
MN 051-1	Re-landscape front of building & back garden	1450	LS	\$.00	\$5,000.00	\$0.00	\$0.00	
TOTALS				\$205,998.00	\$223,427.00	\$81,132.56	\$81,132.56	

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

PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program No: MN46P05150106 Replacement Housing Factor No:					Federal FY of Grant: 2006
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	07/17/2008	07/17/2008		07/17/2010	07/17/2010		
MN051 01	07/17/2008	07/17/2008		07/17/2010	07/17/2010		
MN051 04	07/17/2008	07/17/2008		07/17/2010	07/17/2010		

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$45,500.00			
3	1408 Management Improvements				
4	1410 Administration	\$5,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$155,500.00			
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				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$206,000.00			
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				

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

PHA Name: Willmar HRA	Grant Type and Number Capital Fund Program Grant No: MN46P05150107 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
-----------------------	--	-------------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
	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: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150107				Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Administration	1410	LS	\$5,000.00				
HA-Wide	Operations	1406	LS	\$45,000.00				
MN051 01	Install Electrical foam insulators & caps on electrical boxes	1460	LS	\$1,000.00				
MN051 02	Install Electrical foam insulators & caps on electrical boxes	1460	38	\$500.00				
MN051 04	Install Electrical foam insulators & caps on electrical boxes	1460	9	\$2,000.00				
MN051 02	Pump stand pipes for water softeners	1460	38	\$10,000.00				
MN051 04	Pump stand pipes for water softeners	1460	9	\$3,000.00				
MN051-1	Repaint Occupied Units	1460	LS	\$10,000.00				
MN 051-1	Replace carpet in Units	1460	LS	\$5,000.00				

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

PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150107			Federal FY of Grant: 2007			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<i>MN051 02</i>	Pipe Installation (cold & hot pipes)	1460	LS	\$10,000.00				
MN051 04	Pipe Installation (cold & hot pipes)	1460	LS	\$3,000.00				
MN051-01	Replace corridor & Community Space carpet	1460	LS	\$45,000.00				
MN051-04	Replace Carpeting	1460	9	\$27,000.00				
MN051-04	Replace vinyl flooring	1460	9	\$5,000.00				
MN051-02	Replace Basement pull chain lights with T-8 Energy efficient lamps. Rewire so lights come on by switch	1460	38	\$15,000.00				
MN051-04	Replace Basement pull chain lights with T-8 Energy efficient lamps. Rewire so lights come on by switch	1460	9	\$5,000.00				

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

PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program Grant No: MN46P05150107			Federal FY of Grant: 2007			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MN051-01	Repaint 1 st floor lobby, common areas	1460	LS	\$14,000.00				
	TOTALS			\$206,000.00				

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

PHA Name: Willmar HRA		Grant Type and Number Capital Fund Program No: MN46P05150107					Federal FY of Grant: 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	
HA-Wide	09/01/2009			09/01/2011			
MN051 01	09/01/2009			09/01/2011			
MN051 02	09/01/2009			09/01/2011			
MN051 04	09/01/2009			09/01/2011			

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Willmar HRA				<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 1	
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
HA Wide	Annual Statement	\$.00	\$.00	\$20,000.00	\$30,000.00
MN051-01		\$ 50,000.00	\$225,720.00	\$354,980.00	\$132,500.00
MN051-02		\$148,200.00	\$230,000.00	\$296,400.00	\$346,600.00
MN051-04		\$ 97,800.00	\$.00	\$ 79,600.00	\$ 16,800.00
Totals		\$296,000.00	\$455,720.00	\$750,980.00	\$525,900.00
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year 2 FFY Grant: 2008 PHA FY: 2008			Activities for Year: 3 FFY Grant: 2009 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	MN051 01	Additional Security Cameras, Update System	\$50,000.00	MN 051-1	Replace Tile Floors in Apts.	\$ 81,360.00
Annual	MN051 04	1208-16 th St Kitchen Renovation (Lead Saftey)	\$10,000.00	MN 051-1	Replace Community Room Tile Floors	\$ 81,360.00
Statement	MN051 04	Replace Furnaces	\$45,000.00	MN 051-1	Replace 2 nd – 8 th Hallway carpet	\$ 45,000.00
	MN051 02	Replace Lighting (BR, kitchen, basement)	\$28,200.00	MN 051-1	Re-caulk exterior windows or replace with thermo windows	\$ 18,000.00
	MN051 04	Replace Lighting (BR, kitchen, basement)	\$12,000.00	MN051-2	Reroof all Bldgs	\$80,000.00
	MN 051-2	Redo tile in homes	\$ 120,000.00	MN051-2	Reside all Bldgs	\$150,000.00
	MN 051-4	Replace Carpeting	\$ 27,000.00			
	MN 051-4	Replace Vinyl Flooring	\$ 3,800.00			
Total CFP Estimated Cost			\$296,000.00			\$455,720.00

8. Capital Fund Program Five-Year Action Plan

Activities for Year : 4 FFY Grant: 2010 PHA FY: 2010			Activities for Year: 5 FFY Grant: 2011 PHA FY: 2011		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
MN051 01	Repair Showers	\$101,600.00 (est \$800/unit)	MN051 02	Install programmable thermostats	\$7,600.00
MN 051-1	Paint Units/Community Space Areas	\$ 160,380.00	MN051 04	Install programmable thermostats	\$1,800.00
MN 051-1	Rebuild Garbage Shed	\$ 18,000.00	MN051 02	Install Energy Saving Shower Heads	\$6,000.00
MN 051-1	Replace Central A/C System	\$ 25,000.00	MN051 04	Install Energy Saving Shower Heads	\$1,500.00
MN 051-1	Reside/Re-roof Maintenance Garage	\$ 15,000.00	MN051 02	Replace water heaters with wall units	\$57,000.00
MN 051-2	Extend Patios to fences	\$ 22,000.00	MN051 04	Replace water heaters with wall units	\$13,500.00
MN 051-4	Replace storm doors	\$ 2,600.00	MN 051-1	Replace Screens/Windows as needed	\$ 20,500.00
MN 051-4	Replace Interior Doors/Frames	\$ 7,200.00	MN 051-1	Replace ranges, refrigerators & range hoods	\$ 105,000.00
MN 051-2	Replace Interior Doors/Frames	\$ 113,400.00	MN 051-2	Rebuild storm sewer in community area	\$ 22,000.00

8. Capital Fund Program Five-Year Action Plan

HA Wide	Archet. Fees	\$ 10,000.00	MN 051-2	Replace gutters & downspouts	\$ 14,000.00
HA Wide	Administration	10,000.00	MN 051-2	Community Center	\$ 200,000.00
MN 051-1	Building for Generator (squirrel problem)	\$30,000.00	MN 051-2	Furnishing Community Center	\$ 20,000.00
MN 051-1	Redo Steel Fire doors and wooden doors by shop	\$5,000.00	MN 051-1	Replace Air Compressor-for pneumatic valves	\$ 7,000.00
MN 051-2	Re-roof buildings and garages 9 buildings and 13 garages	\$161,000.00	MN 051-2	Cement new patios & extensions from back garage door – corner to corner Northside	\$ 20,000.00
MN 051-4	Re-roof buildings and garages 9 homes	\$55,800.00	HA-Wide	Vehicle Replacement	\$30,000.00
MN 051-4	Rebuild existing deck, rail, steps (2112 & 350)	\$14,000.00			
Total CFP Estimated Cost		\$750,980.00			\$525,900.00