

PHA Plans

Streamlined Annual Version

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

OMB No. 2577-0226
(exp. 06/30/2006)

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

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

Streamlined Annual PHA Plan

for Fiscal Year: 2007__

PHA Name: Southeastern Minnesota Multi-County Housing and Redevelopment Authority

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: S.E. Minnesota Multi-County HRA

PHA Number: MN197

PHA Fiscal Year Beginning: (01/2007)

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units: 110
Number of S8 units: 370

Section 8 Only

Number of S8 units:

Public Housing Only

Number of public housing units:

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

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:	MN197	Public Housing		110
Participating PHA 2:	MN197	Section 8		370
Participating PHA 3:				

PHA Plan Contact Information:

Name: **Janeen Sampson**
TDD: 1-800-627-3529
janhra@wabasha.com

Phone: **651-565-2638 ext. 203**
Email (if available):

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-LLL a, 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? 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.

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? 25

b. PHA-established eligibility criteria

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

Each Section 8 homeownership program participant must be an existing recipient of a housing choice voucher or a current resident of Public Housing. In addition to this initial eligibility determination, the family must also meet the following eligibility requirements: 1. be a first-time homebuyer; 2. meet a minimum income requirement excluding income from “welfare assistance” sources (elderly and disabled families are exempt from this eligibility requirement); 3. meet the employment requirement (elderly and disabled families are exempt from this eligibility requirement); 4. have no current homeownership interest in a property; 5. have no prior default on a mortgage using homeownership assistance; 6. be compliant with current lease agreement; and 7. have no outstanding debt or unpaid rent to SEMMCHRA or any other housing authority.

The family must also fulfill the following participation requirements: 1. attend a 6-hour homeownership education course and credit counseling, as needed; 2. each adult member must submit to and pass a criminal background check; and 3. an income re-examination must be completed at least one time per year.

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

Continue to promote homeownership program

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:
SEMMCHRA executed a grant agreement for the S/8 HO program 10/1/2002 and currently has 4 families on the program.

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

- Establishing a minimum homeowner down payment 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):
SEMMCHRA has successfully constructed and sold several single family homes to first time homebuyers in the past utilizing funding through both the Greater Minnesota Housing Funds Home At last Program and Minnesota Housing Finance Agency’s Community Revitalization Fund Program.

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: (provide name here) **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)

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
	<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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
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
	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <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
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	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
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
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Act of 1937, or Section 33 of the US Housing Act of 1937.	
	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
X	Policies governing any Section 8 Homeownership program (Section <u>27</u> 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
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	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

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: S. E. MN Multi-County Housing and Redevelopment Authority		Grant Type and Number Capital Fund Program Grant No: MN46P19750107 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"/>) <input type="checkbox"/> formcheckbox <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> formtext <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> formcheckbox <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	45,980			
3	1408 Management Improvements				
4	1410 Administration	9,820			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	98,200			
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2	154,000			

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Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
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<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"/>) <input type="checkbox"/> formcheckbox <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> formtext <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> formcheckbox <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
	– 20)					
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance					
24	Amount of line 21 Related to Security – Soft Costs					
25	Amount of Line 21 Related to Security – Hard Costs					
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:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:		
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

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:			
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	
AW	Operations	1406	Lump Sum	\$ 45,980				
AW	Administration	1410	Lump Sum	\$ 9,820				
MN197003	HAVAC, floors, cabinets, doors, electrical, countertops, light fixtures, gutters, downs, roofs, decks, patio siding, windows, painting, furnaces, hot water heaters, washer/dryers, dishwashers, garbage disposals	1460	1 Unit	\$ 24,550				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:			
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	
MN197004	HAVAC, floors, cabinets, doors, electrical, countertops, light fixtures, gutters, downs, roofs, decks, patio siding, windows, painting, furnaces, hot water heaters, washer/dryers, dishwashers, garbage disposals	1460	1 Unit	\$ 24,550				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:			
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	
MN197005	HAVAC, floors, cabinets, doors, electrical, countertops, light fixtures, gutters, downs, roofs, decks, patio siding, windows, painting, furnaces, hot water heaters, washer/dryers, dishwashers, garbage disposals	1460	1 Unit	\$ 24,550				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:			
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	
MN197006	HAVAC, floors, cabinets, doors, electrical, countertops, light fixtures, gutters, downs, roofs, decks, patio siding, windows, painting, furnaces, hot water heaters, washer/dryers, dishwashers, garbage disposals	1460	1 Unit	\$ 24,550				

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name SEMMCHRA				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
		FFY Grant: 2008 PHA FY: 2008	FFY Grant: 2009 PHA FY: 2009	FFY Grant: 2010 PHA FY: 2010	FFY Grant: 2011 PHA FY: 2011
	Annual Statement				
MN197003 Scattered Sites		\$38,500	\$38,500	\$38,500	\$38,500
MN197004 Scattered Sites		\$38,500	\$38,500	\$38,500	\$38,500
MN197005 730 West 6 th St., Wabasha		\$38,500	\$38,500	\$38,500	\$38,500
MN197006 713 West 6 th & Family Units in Wabasha		\$38,500	\$38,500	\$38,500	\$38,500

8. Capital Fund Program Five-Year Action Plan

CFP Funds Listed for 5-year planning		154,000	154,000	154,000	154,000
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2008 PHA FY: 2008	Activities for Year: <u>3</u> FFY Grant: 2009 PHA FY: 2009
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8. Capital Fund Program Five-Year Action Plan

	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	MN197003 Scattered Sites	Electric fixtures & systems, painting, landscaping, blinds, flooring, plumbing, fixtures & systems, doors, windows, siding, decks, roofing, appliances, hot water heaters, furnaces, water softners, cement work on sidewalks,/driveways	\$38,500	MN197003 Scattered Sites	Electric fixtures & systems, painting, landscaping, blinds, flooring, plumbing, fixtures & systems, doors, windows, siding, decks, roofing, appliances, hot water heaters, furnaces, water softners, cement work on sidewalks,/driveways	\$38,500
Annual	MN197004	Electric fixtures & systems, painting, landscaping, blinds, flooring, plumbing, fixtures & systems, doors, windows, siding, decks, roofing, appliances, hot water heaters, furnaces, water softners, cement work on sidewalks,/driveways	\$38,500	MN197004	Electric fixtures & systems, painting, landscaping, blinds, flooring, plumbing, fixtures & systems, doors, windows, siding, decks, roofing, appliances, hot water heaters, furnaces, water softners, cement work on sidewalks,/driveways	\$38,500

8. Capital Fund Program Five-Year Action Plan

Statement	<p><i>MN197005</i> Maple Grove "A" Building 730 West 6th St., Wabasha</p>	<p>Flooring, cabinets, doors, plumbing fixtures & systems, fire safety, electric fixtures and systems, hallway upgrades, stoves, refrigerators, landscaping, driveways, painting, blinds, windows, siding, decks, roofing, hot water heaters, boilers, water softeners, furnaces, appliances, cement work on sidewalks and driveways, retaining wall, common area furniture</p>	\$38,500	<p><i>MN197005</i> Maple Grove "A" Building 730 West 6th St., Wabasha</p>	<p>Flooring, cabinets, doors, plumbing fixtures & systems, fire safety, electric fixtures and systems, hallway upgrades, stoves, refrigerators, landscaping, driveways, painting, blinds, windows, siding, decks, roofing, hot water heaters, boilers, water softeners, furnaces, appliances, cement work on sidewalks and driveways, retaining wall, common area furniture</p>	\$38,500
	<p>MN197006 Maple Grove 713 West 6th St., & Family units in Wabasha, MN</p>	<p>Flooring, cabinets, doors, plumbing fixtures & systems, fire safety, electric fixtures and systems, hallway upgrades, stoves, refrigerators, landscaping, driveways, painting, blinds, windows, siding, decks, roofing, hot water heaters, boilers, water softeners, furnaces, appliances, cement work on sidewalks and driveways, retaining wall, common area furniture</p>	\$38,500	<p>MN197006 Maple Grove 713 West 6th St., & Family units in Wabasha, MN</p>	<p>Flooring, cabinets, doors, plumbing fixtures & systems, fire safety, electric fixtures and systems, hallway upgrades, stoves, refrigerators, landscaping, driveways, painting, blinds, windows, siding, decks, roofing, hot water heaters, boilers, water softeners, furnaces, appliances, cement work on sidewalks and driveways, retaining wall, common area furniture</p>	\$38,500

8. Capital Fund Program Five-Year Action Plan

<p>MN197003 Scattered Sites</p>	<p><i>Electric fixtures & systems, painting, landscaping, blinds, flooring, plumbing, fixtures & systems, doors, windows, siding, decks, roofing, appliances, hot water heaters, furnaces, water softners, cement work on sidewalks,/driveways</i></p>	<p>\$38,500</p>	<p>MN197003 Scattered Sites</p>	<p><i>Electric fixtures & systems, painting, landscaping, blinds, flooring, plumbing, fixtures & systems, doors, windows, siding, decks, roofing, appliances, hot water heaters, furnaces, water softners, cement work on sidewalks,/driveways</i></p>	<p>\$38,500</p>
<p>MN197004</p>	<p><i>Electric fixtures & systems, painting, landscaping, blinds, flooring, plumbing, fixtures & systems, doors, windows, siding, decks, roofing, appliances, hot water heaters, furnaces, water softners, cement work on sidewalks,/driveways</i></p>	<p>\$38,500</p>	<p>MN197004</p>	<p><i>Electric fixtures & systems, painting, landscaping, blinds, flooring, plumbing, fixtures & systems, doors, windows, siding, decks, roofing, appliances, hot water heaters, furnaces, water softners, cement work on sidewalks,/driveways</i></p>	<p>\$38,500</p>

8. Capital Fund Program Five-Year Action Plan

<p><i>MN197005</i> Maple Grove "A" Building 730 West 6th St., Wabasha</p>	<p>Flooring, cabinets, doors, plumbing fixtures & systems, fire safety, electric fixtures and systems, hallway upgrades, stoves, refrigerators, landscaping, driveways, painting, blinds, windows, siding, decks, roofing, hot water heaters, boilers, water softeners, furnaces, appliances, cement work on sidewalks and driveways, retaining wall, common area furniture</p>	<p>\$38,500</p>	<p><i>MN197005</i> Maple Grove "A" Building 730 West 6th St., Wabasha</p>	<p>Flooring, cabinets, doors, plumbing fixtures & systems, fire safety, electric fixtures and systems, hallway upgrades, stoves, refrigerators, landscaping, driveways, painting, blinds, windows, siding, decks, roofing, hot water heaters, boilers, water softeners, furnaces, appliances, cement work on sidewalks and driveways, retaining wall, common area furniture</p>	<p>\$38,500</p>
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8. Capital Fund Program Five-Year Action Plan

Total CFP Estimated Cost	\$154,000				\$154,000

**US DEPARTMENT OF HOUSING & URBAN DEVELOPMENT
SECTION 8 EXISTING HOUSING ALLOWANCE FOR
TENANT-FURNISHED UTILITIES AND OTHER SERVICES**

April 1, 2006

LOCALITY: Winona, Houston, Fillmore, Dodge, Goodhue, Wabasha Counties

Monthly Dollar Allowances

UTILITY OR SERVICE	0-BR		1-BR		2-BR		3-BR		4-BR		5-BR	
	S	A/D/T										

HEATING

Natural Gas	45	24	40	45	62	37	59	75	62	42	56	75	69	51	65	108	71	51	80	112	113	57	97	135
Propane	50	23	33	50	77	39	53	77	87	42	64	87	146	56	81	122	160	70	88	133	193	80	110	161
Oil	37	23	29	37	61	37	51	61	75	42	53	75	94	62	76	94	112	73	92	112	129	79	102	129
Electric	51	26	34	51	64	34	36	64	79	41	52	79	108	57	71	108	111	67	86	111	146	75	95	146

COOKING

Natural Gas	5	3	3	5	5	6	3	5	8	8	5	8	8	8	5	8	6	9	5	9	10	9	6	10
Propane	5	5	5	5	7	6	6	6	7	6	6	6	8	7	7	7	10	8	8	8	11	10	10	10
Electric	3	3	3	3	8	8	8	8	9	11	9	9	13	13	13	13	19	15	14	15	17	15	17	17

ELECTRIC LIGHTING

21	11	17	21	35	21	21	32	46	29	30	41	48	35	35	43	78	41	43	54	60	36	50	55
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WATER HEATING

Natural Gas	10	8	9	10	15	9	13	15	18	14	15	18	18	15	18	24	20	22	23	28	30	23	25	30
Propane	10	8	8	10	16	13	13	16	17	15	15	17	23	19	19	23	28	23	23	28	34	28	28	34
Electric	11	10	9	11	16	16	14	16	22	21	17	22	25	22	22	25	27	27	27	27	39	34	33	39

WATER

18	16	18	18	18	12	18	18	18	16	18	18	21	18	21	21	25	18	23	25	25	21	25	25
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SEWER

15	15	26	26	29	29
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TRASH

20	20	20	20	20	20
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STOVE

4	4	4	4	4	4
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REFRIGERATOR

4	4	4	4	4	4
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TOTAL _____

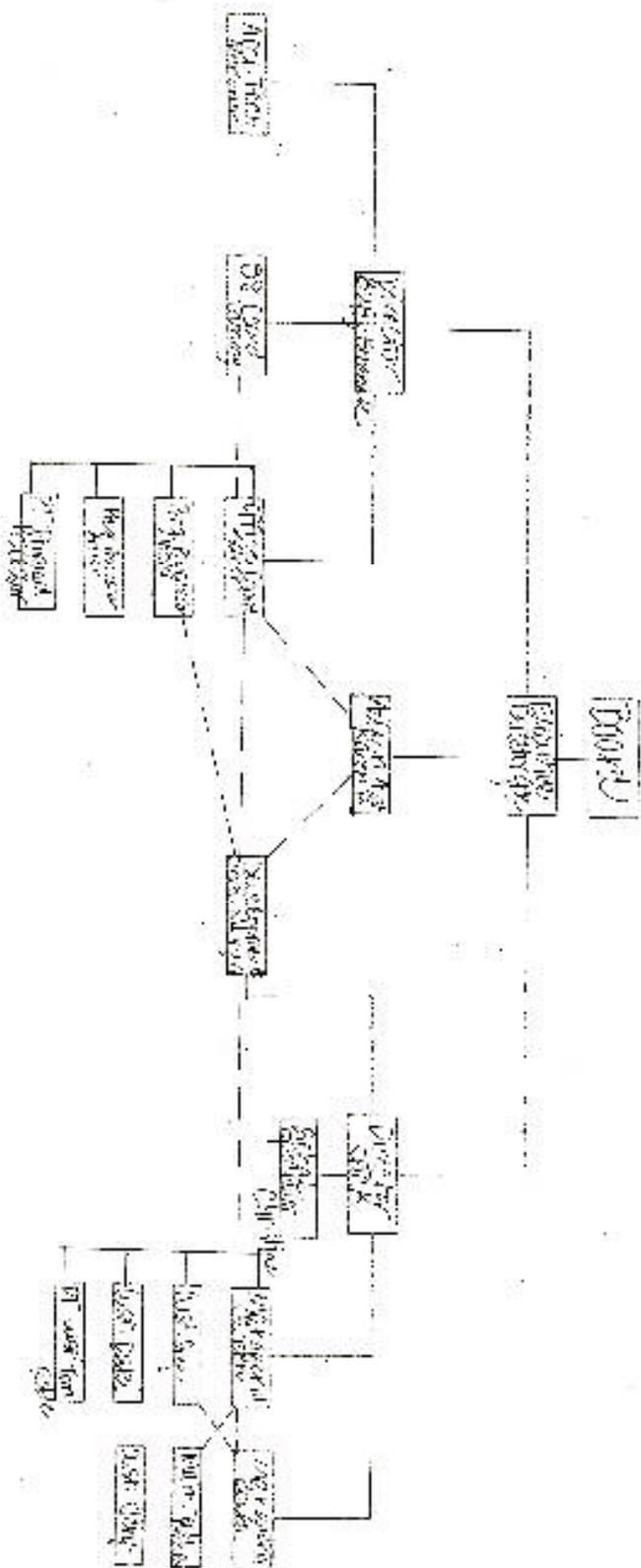
NAME OF FAMILY _____ NUMBER OF BEDROOMS _____

ADDRESS OF UNIT _____

S - Single Family Dwelling D - Duplex A - Apartment T - Trailer

Public Housing 2006 Utility Allowance

Unit Size	Unit Type	Utility Schedule
1 Bedroom	Apartment	\$23
2 Bedroom	Town Home	\$124
3 Bedroom	Duplex/Town Home	\$126
3 Bedroom	House	\$163
4 Bedroom	House	\$163



1. Production Director
 2. Production Manager
 3. Production Supervisor
 4. Production Controller
 5. Production Assistant
 6. Production Inspector
 7. Production Operator

**30% Income Limits for Voucher Program
Effective 04/01/06**

Family Size	Goodhue	Winona	Wabasha	Houston	Dodge	Fillmore
1	14,000	12,550	12,750	12,450	15,600	11,600
2	16,000	14,300	14,550	14,200	17,850	13,250
3	18,000	16,100	16,400	16,000	20,050	14,900
4	20,000	17,900	18,200	17,750	22,300	16,550
5	21,600	19,350	19,650	19,150	24,100	17,850
6	23,200	20,750	21,100	20,600	25,850	19,200
7	24,800	22,200	22,550	22,000	27,650	20,500
8	26,400	23,650	24,000	23,450	29,450	21,850

**50% Income Limits for Voucher Program
Effective 04/01/06**

Family Size	Goodhue	Winona	Wabasha	Houston	Dodge	Fillmore
1	23,350	20,900	21,250	20,700	26,000	19,300
2	26,700	23,900	24,300	23,700	29,700	22,050
3	30,000	26,850	27,300	26,650	33,450	24,800
4	33,350	29,850	30,350	29,600	37,150	27,550
5	36,000	32,250	32,800	31,950	40,100	29,750
6	38,700	34,650	35,200	34,350	43,100	31,950
7	41,350	37,000	37,650	36,700	46,050	34,150
8	44,000	39,400	40,050	39,050	49,050	36,350

**80% Income Limits for Voucher Program
Effective 04/01/06**

Family Size	Goodhue	Winona	Wabasha	Houston	Dodge	Fillmore
1	37,350	33,450	34,000	33,150	41,600	30,850
2	42,700	38,200	38,850	37,900	47,550	35,300
3	48,000	43,000	43,700	42,600	53,500	39,700
4	53,350	47,750	48,550	47,350	59,450	44,100
5	57,600	51,550	52,450	51,150	64,200	47,650
6	61,900	55,400	56,300	54,950	68,950	51,150
7	66,150	59,200	60,200	58,700	73,700	54,700
8	70,400	63,050	64,100	62,500	78,450	58,200

**Payment Standards for the Voucher Program
Effective 01/01/06**

Voucher Size	Goodhue	Winona	Wabasha	Houston	Dodge	Fillmore
0	402	367	358	359	520	346
1	472	433	398	420	556	417
2	620	565	510	553	730	520
3	789	781	638	734	947	679
4	854	991	896	901	988	851

Voucher: If the rent and utility allowances combined go over the payment standard you will be responsible to pay the difference.

**30% Income Limits for Voucher Program
Effective 03/01/2004**

Family Size	Goodhue	Winona	Wabasha	Houston	Dodge	Fillmore
1	13,400	11,800	11,700	11,800	13,000	10,950
2	15,350	13,450	13,350	13,500	14,850	12,550
3	17,250	15,150	15,050	15,150	16,700	14,100
4	19,150	16,850	16,700	16,850	18,550	15,650
5	20,700	18,200	18,050	18,200	20,000	16,900
6	22,250	19,500	19,400	19,550	21,500	18,150
7	23,750	20,850	20,700	20,900	23,000	19,400
8	25,300	22,200	22,050	22,250	24,450	20,650

**50% Income Limits for Voucher Program
Effective 03/01/04**

Family Size	Goodhue	Winona	Wabasha	Houston	Dodge	Fillmore
1	22,350	19,650	19,500	19,650	21,650	18,250
2	25,550	22,450	22,300	22,500	24,700	20,900
3	28,750	25,250	25,050	25,300	27,800	23,500
4	31,950	28,050	27,850	28,100	30,900	26,100
5	34,500	30,300	30,100	30,350	33,350	28,200
6	37,050	32,550	32,300	32,600	35,850	30,300
7	39,600	34,800	34,550	34,850	38,300	32,350
8	42,150	37,050	36,750	37,100	40,800	34,450

**80% Income Limits for Voucher Program
Effective 03/01/04**

Family Size	Goodhue	Winona	Wabasha	Houston	Dodge	Fillmore
1	35,800	31,400	31,200	31,450	34,600	29,250
2	40,900	35,900	35,650	35,950	39,550	33,400
3	46,000	40,400	40,100	40,450	44,500	37,600
4	51,100	44,900	44,550	44,950	49,450	41,750
5	55,200	48,450	48,100	48,550	53,400	45,100
6	59,300	52,050	51,700	52,150	57,350	48,450
7	63,400	55,650	55,250	55,750	61,300	51,800
8	67,500	59,250	58,800	59,350	65,250	55,100

**Payment Standards for the Voucher Program
Effective 01/01/05**

Voucher Size	Goodhue	Winona	Wabasha	Houston	Dodge	Fillmore
0	355	341	315	316	313	305
1	439	424	389	411	362	367
2	577	553	474	514	450	458
3	734	688	593	682	575	598
4	794	873	788	838	643	750

Voucher: If the rent and utility allowances combined go over the payment standard you will be responsible to pay the difference.

Resident Advisory Board 2007 Annual Plan

Shirley Huth
730 West 6th Street, Apt. 111 565-3741
Wabasha, MN 55981

Adeline Laska
730 West 6th Street, Apt. 108 565-4139
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1307 Jefferson Heights Drive 612-229-8987
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Patricia Jones
P.O. Box 63 507-843-2084
549 Short Street, Apt. F-7
Mazeppa, MN 55956

Lynda Hall
101 Minnesota Street East 507-263-2893
Cannon Falls, MN 55009

Jackie Larson
713 West 6th Street, Apt. 304 565-4042
Wabasha, MN 55981

TINANE CHARGES
March 2006

KITCHEN

Appliance - Clean	\$55
Refrigerator - Change cover	\$45
Refrigerator - Door handles	\$20
Refrigerator - Door seal	\$15 ea
Refrigerator - Door handle	\$7 ea
Refrigerator - Re-adjustment due to Damage	Cost
Refrigerator - Minor damage to unit and cover	\$5
Stove - Clean	\$25
Stove - Minor damage to unit and controls	\$30
Stove - Knob/Burner (pair) (replaced)	\$20
Stove - Replace top panel and burner	\$15 ea
Stove - Knob	Cost
Stove Hood	\$50
Stove hood - Repair	\$15
Stove hood - Glass Cover	\$5
Cupboards - Clean	\$20
Cupboards - Hardware (handles)	\$10 ea
Cupboards - Hardware (knobs)	\$3 ea
Cupboards - Repairs (drawers)	\$40
Cupboard drawer - Repair	\$20
Cabinet door - Repair	\$40
Cabinet top - White damage	\$10
Cabinet top - Repair	Cost
Sink - Clean	\$10
Sink - Replace slipper (under top)	\$5
Sink - Drainage - Replacment	Cost
Dishwasher - Replace door disposal - Jammed or plugged	Cost
Dishwasher - Knobs	Cost

BATHROOM

Bathroom fixtures - Tubs, showers, Toilets, mirrors, vanities, etc.	\$50
Bathroom fixtures - Toilet clean	\$10 ea
Bathroom fixtures - Tub/shower clean	\$20 ea
Bathroom fixtures - Vanity clean	\$10 ea
Bathroom fixtures - Knobs	\$15
Medicine cabinet - Replace complete Shower Rod	Cost
Shower Rod	\$20
Shower - Replace or update	\$20 ea
Toilet - Plugger	\$10
Toilet - Replace tank	\$50
Toilet - Replace lid	\$25
Toilet - Replacement	\$25
Toilet paper holder	\$15
Roller lid	\$100
Toilet tank	\$15

WALLS

Dry wall - Repair holes - (small) size of hole	\$40
Dry wall - Repair holes - (small) size of hole	\$20
Painting - Walls - (less than 1/2 acre)	Cost
Painting - Ceilings - (less than 1/2 acre)	Cost
Refinish woodwork	Cost
Refrigerator and stove	Cost
Replaces missing window cover to protect from water	\$14
Refrigerator cover	Cost
Stain on window - Cause of glass	Cost

Wash - (inside & out) (less than 1/2 acre)

DOORS

Change lock/key	Cost
Door locking knob	\$25
Door stop	\$7 ea
Replace garage door	Cost
Replace non-latched garage door (panel)	Cost
Repair door swing	\$20
Replace door weatherstripping	\$50
Replace exterior paint door	Cost
Replace storm door (complete assembly)	Cost
Replace storm door handle	\$20
Replace storm door lock	\$20
Replace door jamb	Cost
Replace door handle (interior door) (each)	Cost
Replace door hinge (interior door) (each)	\$2 ea
Replace garage door opener (whole)	\$20
Replace garage door opener (spring)	\$2
Replace door knob/handles	\$25

LIGHTS

Electric switch/outlet/comp. etc.	\$5
Thermostat light cover	\$50
Appliance light covers	Cost
Replace light fixture	Cost
Replace cover plates (switch/outlets)	\$2 ea
Lightbulb change	\$5 ea

DRAPES/CURTAINS/SHADES

Curtain rods	Cost
Window blinds (repair)	Cost
Window blinds	Cost

FLOORING

Vinyl floor - Clean	\$20 ea
Vacuuming	\$10 ea
Carpet - Professional clean	Cost

MISCELLANEOUS

Abandoned personal property (other than household items)	\$150
Disposal of property	Cost
Removal of debris from yard (20 yds or more)	\$200
Add and lay wire (see job)	Cost
Minor furnace filter	\$15
Removal of A/C work caused by damage (Clogged line)	Cost
dryer vent cover	\$10
General cleaning (1 hr. minimum)	\$72 ea
Heat register covers - large	\$15
Heat register covers - small	\$8
Closets - hanging replacement	Cost
Smoke alarm - Repair	\$25
Grease traps - Clean	\$25
Washer & dryer - Repair	Cost
Washer & dryer - Repair	Cost
Radiator cap covers - damaged	\$25

Other: _____

Other: _____

TOTAL CHARGES: \$ _____

**SOUTHEASTERN MINNESOTA MULTI-COUNTY HRA
PET POLICY**

Section 31 of the U.S. Housing Act of 1937 regarding the ownership of pets in public housing general occupancy developments indicates that Housing Authorities must implement policies permitting public housing residents to own pets, subject to reasonable requirements established by agency To this end, the Southeastern Minnesota Multi-County Housing and Redevelop Authority has adopted “reasonable” pet rules.

The purpose of this policy is to ensure that pet ownership shall not be injurious to persons or property, or violate the rights of all residents to clean, quiet and safe surroundings.

The following regulations shall then apply for the purpose of maintaining a pet in your unit:

1. Selection Criteria

A. Approval

Prior to accepting a pet for residency in this community owner must agree to follow all provisions of this policy. In addition, the pet owner must provide to the owner and/or his/her agent, proof of the pet’s good health and suitability under the standards set forth under “basic guidelines” in the criteria. In addition, in the case of dogs and cats, proof must be given and renewed annually, of the animal’s licensing and vaccination record together with proof of spaying and neutering.

B. Basic Guidelines

1. The following types of common household pets will be permitted under the following criteria.

a. Dogs (small)

- 1) Maximum number: One (1)
- 2) Maximum adult weight: 25 pounds
- 3) Must be house broken
- 4) Each female dog over six (6) months of age shall be spayed and each male dog over eight (8) months of age shall be neutered.
- 5) Must have all required vaccinations
- 6) Must be licensed
- 7) Must wear identification collar. **Or**

b. Cats

- 1) Maximum number: one (1)
- 2) Must be de-clawed

- 3) Each female cat over six (6) months of age shall be spayed and each male cat over eight (8) months of age shall be neutered.
- 4) Must have all required vaccinations
- 5) Must be trained to a litter box, with litter box changed frequently.
- 6) Must wear an identification collar.
- c. Birds - Must be reported but no fees or deposit required.
 - 1) Maximum number: two (2)
 - 2) Must be maintained in cage at all times.
- d. Fish - Must be reported but no fees or deposit required.
 - 1) Maximum aquarium size: twenty(20) gallons
 - 2) Must be maintained on approved stand.

11. Pet Fees and Deposits

- A. A non-refundable pet fee of \$100 shall be required for each pet in compliance with federal guidelines. A refundable pet deposit of \$200 shall be required for each pet to cover additional costs attributable to the pet. The pet deposit will be returned when the tenant vacates the unit, and management has determined that the deposit is not needed to pay for damages or charges caused by the pet.
- B. A new resident who owns a pet must pay the pet fees and deposit at the time of the lease signing. A resident living in public housing that would like to acquire a pet must pay fees and deposit before bringing the pet to the unit.
- C. Resident's liability for damages caused by his/her pet is not limited to the amount of the pet deposit and the resident will be required to reimburse the SEMMCHRA for real cost of any and all damages caused by his/her pet where they exceed the amount of the pet deposit.
- D. All units occupied by a pet will be fumigated upon being vacated. Any infestation of a unit shall be the responsibility of the pet owner. Infestation of adjacent units or common areas attributable to a specific pet shall be liable for the cost of correcting the infestation.

111. Pet Rules

1. Residents must be in good standing with SEMMCHRA before issuance of a pet permit. Good standing is defined as a resident who complies with the terms of the lease agreement. A resident not in good standing is one with a history of lease violations including, but not limited to, housekeeping, late or delinquent rent payments, or noise complaints.
2. All pets shall be maintained within the resident pet owner's unit. When outside, the pet shall be kept on a leash and under the control of the resident at all times. Under no circumstances shall any pet be permitted to roam free, or be left tied up outside un-attended.
3. All animal waste or litter from cat litter boxes shall be picked up immediately by the pet owner and disposed of in sealed trash bags and

placed in trash bins. Cat litter and pet cages shall be changed at least every two (2) days. No pet waste shall be placed in the sinks or toilets. Charges for unclogging toilets/drains or clean-up of common areas required because of attributable pet nuisance, shall be billed to and paid by the resident pet owner.

4. Pets are not allowed on the lawns at anytime. Seeing eye dogs, guide dogs, signal and service dogs are exempt from this regulation.
5. Pet owners shall keep their pets under control at all times. Pet owners shall assume sole responsibility for liability arising from injury sustained by any person attributable to their pet and agree to hold the owner and management harmless in such proceedings.
6. Resident pet owners agree to control the noise of his/her pet such that it does not constitute a nuisance to other residents. Failure to control pet noise may result in the removal of pet from the premises.
7. No pet shall be left unattended in any unit for longer than twelve (12) hours.
8. All resident pet owners shall provide adequate care, nutrition, exercise and medical attention for his/her pet. Pets which appear to be poorly cared for or which are left unattended for longer than twelve (12) hours will be reported to the appropriate authority and will be removed from the premises at the pet owner's expense.
9. Resident pet owners acknowledge that other residents may have chemical sensitivities or allergies to pets, or are easily frightened by such animals. The resident, therefore, agrees to exercise common sense and common courtesy with respect to such other resident's right to peaceful and quiet enjoyment of the premises.
10. No disturbances by pets shall be allowed which interferes with the quiet enjoyment of other residents, visitors, Housing Authority staff or agents of the Housing Authority. Such disturbances include, but are not limited to: barking, howling, growling, chirping, biting, chewing, scratching, meowing, or other such activity that threatens or disturbs others.
11. Cancellation of the pet permit will result if the pet becomes a documented nuisance or health threat. The resident will be given no more than two written notices of the nature of the violation, with the opportunity to correct the situation. Upon third notification of violation, the resident will be required to remove the pet promptly or be evicted. In an emergency situation, such as an attack of a person or other domestic animal, cancellation of the pet permit will result without issuance of warning.
12. Resident must identify an alternate custodian for their pet(s), in the event the resident becomes incapable of caring for the pet. If any pet is left unattended, and it is determined by the Housing Authority that the pet(s) is in distress or is suffering from lack of care, the Housing Authority will enter the unit to remove the pet, or cause the pet to be removed, and deliver the pet to the proper authority. The Housing Authority is not responsible for the pet under such circumstances, and any/all cost

associated with the removal or return of the pet is the resident's responsibility.

13. The resident shall not alter the dwelling unit or any other area on the premises in any manner to accommodate the pet.
14. The Housing Authority is not responsible for a pet in the event of the pet escaping from the dwelling unit while Housing Authority staff; representatives or agents are conducting their job duties. Housing Authority staff, at their discretion, may refuse to enter a unit if a pet is not leashed, kenneled, or is otherwise left unattended in the unit.
15. The resident agrees to have their pet kenneled when staff needs to enter the unit for inspections or repairs.
16. The resident understands that all fees, deposits, required documentation, and Pet Permission Lease Addendum must be signed and in place before the pet is allowed on the premises.

1V Notification Policy

Creation of a nuisance

1. The owner of any pet which creates a nuisance upon the grounds, or by excessive noise, odor or unruly behavior, shall be notified in writing of the violation by management and shall be extended no more than a twenty-four (24) hour compliance period.
2. Management shall provide written notification to the pet owner of dangerous behavior and the pet owner shall have not more than twenty-four (24) hours to correct the animal's behavior, or remove the pet from the premises.
3. Consistent with local and state ordinances, management shall take appropriate steps to remove a pet from the premises in the event that the pet owner fails to correct the dangerous behavior of his/her pet with the compliance period.
4. Any pet which causes physical harm to any resident, guest, staff member or other authorized person present upon the grounds, shall have pet permit immediately revoked.
5. Cancellation of the pet permit will result if the pet becomes a documented nuisance or health threat. The resident will be given no more than two written notices of the nature of the violation, with the opportunity to correct the situation. Upon third notification of violation, the resident will be required to remove the pet promptly or be evicted.

AFFIDAVIT

I have read and understand the pet policy of the Southeastern Minnesota Multi-County Housing and Redevelopment Authority and agree to comply fully with its provisions. I understand that failure to comply may constitute reason for removal of my pet(s). If the removal of they pet(s) from the premises is required by management, I agree to allow such removal and understand that my failure to so agree shall constitute grounds for eviction.

Resident Signature: _____.

Resident Signature: _____.

Date: _____.

The above named resident has read and signed these rules in my presence:

Signature: _____.

Title: _____.

Date: _____.

Veterinarian's Health Report

This pet, belonging to _____, has been
examined by me and I find the animal to be healthy and stable with the following
exceptions: _____.

_____.

_____.

Breed: _____.

Weight: _____.

Color: _____.

Age: _____.

_____. I certify that this pet has been spayed/neutered.

_____. I certify that this pet has received and is up to date on all of the required
vaccinations.

Doctor of Veterinary Medicine: _____.

Date: _____.

Addendum to Lease Pet Permission

This agreement entered in to this _____ day of _____, 20__ by
and between the Southeastern Minnesota Multi-County Housing and Redevelopment
Authority, owner and _____ resident
amends and supersedes article 9 of the lease agreement. In consideration of their mutual
promises, the resident agrees to abide by all terms outlines in the pet polices that have
been signed by the resident and attached to this lease addendum.

The resident desires and has received permission from the owner to keep the pet named
_____ and described as _____.

In the event of default by resident of any of the terms of this agreement, resident agrees
upon proper written notice of default from owner, to cure the default, remove the pet, or
vacate the premises.

Resident Signature: _____ Date: _____.

Resident Signature: _____ Date: _____.

Management Approval: _____.

Violence Against Women Act of 2005

Policy:

The Violence Against Women Act of 2005 prohibits the eviction of and removal of assistance from persons living in public or Section 8-assisted housing if the declared grounds for such action are an instance of domestic violence, dating violence, sexual assault, or stalking, as those terms are defined in Section 3 of the United States Housing Act of 1937.

Definitions:

“Domestic violence” includes felony or misdemeanor crimes or violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other adult person against a victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction receiving grant monies.

“Dating violence” means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim, and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

“Stalking” means to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to: that person; a member of the immediate family of that person; or the spouse or intimate partner of that person.

APPENDIX

FRAUD POLICY

It is the policy of the HRA to identify and to prevent fraud and fraudulent activities. Directors, employers, and tenants are responsible for preventing, identifying, and reporting fraud. Suspected fraud will be reported to the Executive Director of the HRA, who will then take the necessary, appropriate action.

Policy Scope

Fraud is the use of deception for unlawful gain to benefit oneself.

Fraudulent activities may include but are not limited to:

- False statements from tenants or employees
- Tenant misrepresentation of income
- Bribery or kickbacks
- False claims or bid rigging
- Theft or embezzlement
- Forgery or alteration of documents
- Destruction or concealment of records
- Profiting from insider knowledge or conflict of interest.

Fraud may also include criminal acts, which may include such activities as:

- Illegal drug activity,
- Disturbing the peace, and
- Vandalism.

Confidentiality Statement

No Authority director or employee shall disclose without proper authorization of non-public information or records concerning any aspects of the operation of the Authority, nor shall he or she use such information to the advantage of himself, herself, or any other person. This shall include records maintained on enrollees of the Authority, for whom a properly executed release of information form shall be obtained and kept in the client file. The release of any information relative to enrollees of the Authority shall be done pursuant to government regulations allowing the release of information among government agencies or agencies receiving government subsidy, shall be done following prescribed methods of requesting and transmitting such information, and shall be done with full knowledge of the requesting and transmitting of the enrollee except in those cases where through action of law, the enrollee's knowledge is not required. Failure to observe guidelines of confidentiality can result in termination.

No Authority employee currently employed shall represent any person, other than himself, in business negotiations, judicial or administrative actions or procedures to which the Authority may be a party.

No former employee of the Authority shall personally represent any person in a matter in which the former employee personally participated while employed by the Authority for one year, if such representation would be adverse to the interests of the Authority. This provision shall not, however, bar the timely filing by a current or former employee, of any claim, account, demand, or suit arising out of personal injury, property damage, or any benefit authorized or permitted by law.

Authorization for Investigation

TO the fullest extent permissible by State and local government, the Authority reserves the rights to investigate records that may have suspected incidences of fraud. The management and Executive Director have the right to obtain and examine records.

Consequences

If you commit fraud to obtain assistance with housing from the Department of Housing and Urban Development (HUD), you could be:

- Evicted from your apartment or house.
- Required to repay all overpaid rental assistance received.
- Fined up to \$10,000.
- Imprisoned for up to five years.
- Prohibited from receiving future assistance.
- Subject to State and local government penalties.

Due Process

Fraud Reporting Requirements

If the Authority's staff suspects of any false information on a HUD housing assistance application or recertification or if anyone tells another person to provide false information, the person will be reported to the HUD Office of Inspector General Hotline. Any person can call the Hotline toll-free Monday through Friday, from 10:00 a.m. to 4:30 p.m., Eastern Time, at 1-800-347-3735. Information can be faxed to 202-708-4829 or e-mailed to Hotline@hudoig.gov. Any person can also write the Hotline at HUD OIG Hotline, GFI, 451 7th Street, SW, Washington, DC 20410.

Drug Policy

In following with HUD's "One Strike You're Out" policy, residents will be evicted for the following: (1) engaging in any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises by other residents; (2) engaging in any drug-related criminal activity on or off the PHA's property; or (3) the PHA determines a resident is illegally using a controlled substance, or the resident abuses alcohol or uses a controlled substance in such a way that may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents.

If a tenant, household member or someone the tenant is responsible for is caught "off premises" for drug related activity, eviction will only come after a court conviction. If the tenant, household member or someone the resident is responsible for is caught with evidence of drugs or any drug related activity "on premises" eviction would be immediate within the fifteen (15) day eviction notice.

This policy will be enforced with all SEMMCHRA owned properties.

08/10/06

Unit Address List

1064 Pine Grove Lane, Lake City, MN, 55041 - *Wabasha*

305 8th Avenue NE, Kasson, MN, 55944
403 6th Street Court, Kasson, MN, 55944
505 7th Avenue, Kasson, MN, 55944

Dodge County

230 West 3rd Street, Mantoville, MN, 55957

204 8th Street SW., Pine Island, MN, 55963
206 8th Street SW., Pine Island, MN, 55963
710 First Ave SW., Pine Island, MN, 55963
712 First Ave SW., Pine Island, MN, 55963
480 SW 8th Street, Plainview, MN, 55963
705 First Street NW., Plainview, MN, 55963
707 First Street NW., Plainview, MN, 55963

*Southwest
County*

710 W 7th St, 1, Wabasha, MN, 55981
710 W 7th St, 2, Wabasha, MN, 55981
710 W 7th St, 3, Wabasha, MN, 55981
710 W 7th St, 4, Wabasha, MN, 55981
710 W 7th St, 5, Wabasha, MN, 55981

713 W 6th St, 101, Wabasha, MN, 55981
713 W 6th St, 102, Wabasha, MN, 55981
713 W 6th St, 103, Wabasha, MN, 55981
713 W 6th St, 104, Wabasha, MN, 55981
713 W 6th St, 105, Wabasha, MN, 55981
713 W 6th St, 106, Wabasha, MN, 55981
713 W 6th St, 107, Wabasha, MN, 55981
713 W 6th St, 108, Wabasha, MN, 55981
713 W 6th St, 201, Wabasha, MN, 55981
713 W 6th St, 202, Wabasha, MN, 55981
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713 W 6th St, 314, Wabasha, MN, 55981
713 W 6th St, 315, Wabasha, MN, 55981
713 W 6th St, 316, Wabasha, MN, 55981

*Wabasha
County*

710 W 6th St, Wabasha, MN, 55981
712 W 6th St, Wabasha, MN, 55981
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730 W 6th St, 106, Wabasha, MN, 55981

Unit address list

730 W 6th St, 107, Wabasha, MN, 55981
730 W 6th St, 108, Wabasha, MN, 55981
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730 W 6th St, 314, Wabasha, MN, 55981
730 W 6th St, 315, Wabasha, MN, 55981
730 W 6th St, 316, Wabasha, MN, 55981
416 Beverly Street, Wauwamingo, MN, 55983
418 Beverly Street, Wauwamingo, MN, 55983
1361 1/2 East Avenue, Zumbrota, MN, 55992
1365 East Avenue, Zumbrota, MN, 55992
310 A Main Street, Zumbrota, MN, 55992
310 B Main Street, Zumbrota, MN, 55992
310 C Main Street, Zumbrota, MN, 55992
310 D Main Street, Zumbrota, MN, 55992
413 East 4th Street, Zumbrota, MN, 55992
415 East 4th Street, Zumbrota, MN, 55992

Wabasha

405 Forestview, Zumbrota, MN, 55992
897 Larson Drive, Zumbrota, MN, 55992

1108 W Minnesora St, Cannon Falls, MN, 56009

*SEMMIC HRM
MAR-197*

HUD-50070 / Attachment

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Southeastern Minnesota Multi-County Housing and Redevelopment Authority			Grant Type and Number Capital Fund Program #: MN46P19750107 Capital Fund Program Replacement Housing Factor #:			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	
MN197003	09/30/09			09/30/11			
MN197004	09/30/09			09/30/11			
MN197005	09/30/09			09/30/11			
MN197006	09/30/09			09/30/11			
HA-Wide	09/30/09			09/30/11			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Southeastern Minnesota Multi-County Housing and Redevelopment Authority			Grant Type and Number Capital Fund Program #: MN46P19750107 Capital Fund Program Replacement Housing Factor #:			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	
MN197003	09/30/09			09/30/11			
MN197004	09/30/09			09/30/11			
MN197005	09/30/09			09/30/11			
MN197006	09/30/09			09/30/11			
HA-Wide	09/30/09			09/30/11			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name SE MN Multi County Housing and Redevelopment Authority	Grant Type and Number Capital Fund Program MN46P19750105 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report ending Period: 06/30/07	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:) <input type="checkbox"/>
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Line No.	Summary by Development Account	Total Estimated Costs		Total Actual Costs	
		Revision 1	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	33,872.00		33,872.00	33,872.00
3	1408 Management Improvements				
4	1410 Administration	15,040.00		15,040.00	15,536.02
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	1,600.00		1,600.00	4,998.81
10	1460 Dwelling Structures	98,200.00		98,200.00	89,882.46
11	1465.1 Dwelling Equipment -- Nonexpendable	6,200.00		6,200.00	8,801.44
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 Cost				
18	1498 MOD Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of lines 2 - 19)	154,912.00		154,912.00	153,090.73
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHA Name		Grant Type and Number		Federal FY of Grant:				
SE MN Multi County Housing and Redevelopment Authority		Capital Fund Program Capital Fund Program Replacement Housing Factor Grant No:		MN46P19750105		2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Costs		Total Actual Costs		Status of Proposed Work
				#1	Revised	Funds Obligated	Funds Expended	
AW	Operations	1406	Lump Sum	33,872		33,872.00	33,872.00	
AW	Administration	1410	Lump Sum	15,400		15,040.00	15,536.02	
MN197003	Splash blocks, Landscaping, retaining walls, driveways	1450	Lump Sum	400		400.00	1,249.70	
MN197004	Splash blocks, Landscaping, retaining walls, driveways	1450	Lump Sum	400		400.00	1,249.70	
MN197005	Splash blocks, Landscaping, retaining walls, driveways	1450	Lump Sum	400		400.00	1,249.70	
MN197006	Splash blocks, Landscaping, retaining walls, driveways	1450	Lump Sum	400		400.00	1,249.71	
MN197003	Floors, cabinets, doors, plumbing, electrical, countertops, light fixtures, gutters and downs, roofs, decks and patio's, siding, windows, furnaces, hot water heaters, and washer/dryer equipment	1460	Lump Sum	92,200		92,200.00	22,470.61	
MN197004	Floors, cabinets, doors, plumbing, electrical, countertops, light fixtures, gutters and downs, roofs, decks and patio's, siding, windows, furnaces, hot water heaters, and washer/dryer equipment	1460	Lump Sum	2,000		2,000.00	22,470.61	
MN197005	Floors, cabinets, doors, plumbing, electrical, countertops, light fixtures, gutters and downs, roofs, decks and patio's, siding, windows, furnaces, hot water heaters, and washer/dryer equipment	1460	Lump Sum	2,000		2,000.00	22,470.62	
MN197006	Floors, cabinets, doors, plumbing, electrical, countertops, light fixtures, gutters and downs, roofs, decks and patio's, siding, windows, furnaces, hot water heaters, and washer/dryer equipment	1460	Lump Sum	2,000		2,000.00	22,470.62	
MN197003	Stoves and Refrigerators	1465.1	Lump Sum	1,550		1,550.00	2,200.36	
MN197004	Stoves and Refrigerators	1465.1	Lump Sum	1,550		1,550.00	2,200.36	
MN197005	Stoves and Refrigerators	1465.1	Lump Sum	1,550		1,550.00	2,200.36	
MN197006	Stoves and Refrigerators	1465.1	Lump Sum	1,550		1,550.00	2,200.36	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name SE MN Multi County Housing and Redevelopment Authority	Grant Type and Number Capital Fund Program MN46P19750106 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 6/30/07

Line No.	Summary by Development Account	Total Estimated Costs		Total Actual Costs	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	27,800.00	49,572.00	49,572.00	21,386.74
3	1408 Management Improvements				
4	1410 Administration	19,050.00	8,319.00	8,319.00	5,385.02
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	2,000.00	9,848.00	-	
10	1460 Dwelling Structures	79,180.00	33,339.00	14,527.40	1,474.00
11	1465.1 Dwelling Equipment -- Nonexpendable	4,800.00	20,000.00	0.00	0.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	4,200.00	20,000.00	0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Cost				
18	1498 MOD Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of lines 2 - 19)	137,030.00	141,078.00	72,418.40	28,245.76
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

