

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: 2008

PHA Name:

Shenandoah Housing 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: Shenandoah Housing Authority **PHA Number:** IA019

PHA Fiscal Year Beginning: (mm/yyyy) 07/2008

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
Number of public housing units: Number of S8 units: Number of public housing units:78
Number of S8 units:

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

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

PHA Plan Contact Information:

Name: Kim Johnson Phone: 712-246-3213
TDD: Email: kjohnson@forestparkmanor.com

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 2008
[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? 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.

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

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
X	<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
	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
	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
	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
	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
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	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 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-

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
		Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input 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
	Section 8 informal review and hearing procedures. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The 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
	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 Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	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
	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
	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	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
X	Other supporting documents (optional) (list individually; use as many lines as necessary)VAWA Documentation	(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: Shenandoah Housing Authority			Grant Type and Number Capital Fund Program Grant No: Ia05P01950108 Replacement Housing Factor Grant No:		Federal FY of Grant: 2008
<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				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$60,477.00			
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	\$27,510.00			
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$87,987.00			
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 Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

8. Capital Fund Program Twenty-Year Action Plan

Capital Fund Program Twenty-Year Action Plan					
Part I: Summary					
PHA Name Shenandoah Housing Authority		<input type="checkbox"/> Original 20 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: 2009 PHA FY: 2009	FFY Grant: 2010 PHA FY: 2010	FFY Grant: 2011 PHA FY: 2011	FFY Grant: 2012 PHA FY: 2012
	Annual Statement	Debt Service	Debt Service	Debt Service	Debt Service
		Office Furniture	Shower Replacement	Water Heater Replace	Banquet Rm AC
		Shower Replacement	North Entry Remodel	Shower Replacements	Elevator Retrofit
		Landscaping/Fencing			
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

8. Capital Fund Program Twenty-Year Action Plan

Capital Fund Program Twenty-Year Action Plan					
Part I: Summary					
PHA Name Shenandoah Housing Authority				<input type="checkbox"/> Original 20 Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 6	Work Statement for Year 7	Work Statement for Year 8	Work Statement for Year 9
		FFY Grant: 2013 PHA FY: 2013	FFY Grant: 2014 PHA FY: 2014	FFY Grant: 2015 PHA FY: 2015	FFY Grant: 2016 PHA FY: 2016
	Annual Statement	Debt Service	Debt Service	Debt Service	Debt Service
		Roof Replacement (5 th story)	Roof top AC's (5 th story)	Boiler Replacement	Hall Carpet
		Elevator Retrofit		Common Area Painting	
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

8. Capital Fund Program Twenty-Year Action Plan

Capital Fund Program Twenty-Year Action Plan					
Part I: Summary					
PHA Name Shenandoah Housing Authority				<input type="checkbox"/> Original 20 Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 10	Work Statement for Year 11	Work Statement for Year 12	Work Statement for Year 13
		FFY Grant: 2017 PHA FY: 2017	FFY Grant: 2018 PHA FY: 2018	FFY Grant: 2019 PHA FY: 2019	FFY Grant: 2020 PHA FY: 2020
	Annual Statement	Debt Service	Debt Service	Debt Service	Debt Service
		Kitchens and Bath	Kitchens and Bath	Kitchens and Bath	Kitchens and Bath
		Appliances	Appliances	Appliances	Appliances
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

8. Capital Fund Program Twenty-Year Action Plan

Capital Fund Program Twenty-Year Action Plan					
Part I: Summary					
PHA Name Shenandoah Housing Authority				<input type="checkbox"/> Original 20 Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 14	Work Statement for Year 15	Work Statement for Year 16	Work Statement for Year 17
		FFY Grant: 2021 PHA FY: 2021	FFY Grant: 2022 PHA FY: 2022	FFY Grant: 2023 PHA FY: 2023	FFY Grant: 2024 PHA FY: 2024
	Annual Statement	Debt Service	Debt Service	Debt Service	Debt Service
		Kitchens and Bath	Kitchens and Bath	Kitchens and Bath	Trash Compactor
		Appliances	Appliances	Appliances	Lawn Tractor
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

8. Capital Fund Program Twenty-Year Action Plan

Capital Fund Program Twenty-Year Action Plan					
Part I: Summary					
PHA Name Shenandoah Housing Authority					<input type="checkbox"/> Original 20 Year Plan <input type="checkbox"/> Revision No:
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 18	Work Statement for Year 19	Work Statement for Year 20	
		FFY Grant: 2025 PHA FY: 2025	FFY Grant: 2026 PHA FY: 2026	FFY Grant: 2027 PHA FY: 2027	
	Annual Statement	Debt Service	Debt Service	Debt Service	
		Sidewalk Replacement	Exterior under window panel replacement	Exterior under window panel replacement	
		Parking Replacement			
		Banquet Room Roof			
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

8. Capital Fund Program Twenty-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year :6 FFY Grant: 2013 PHA FY: 2013			Activities for Year: 7 FFY Grant: 2014 PHA FY: 2014		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>IA019001</i>	Debt Service	\$27,510	<i>IA019001</i>	Debt Service	\$27,510
	Roof Replacement (5 th story)	\$30,000		Roof top AC's (5 th story)	\$60,477
	Elevator Retrofit	\$30,477			
Total CFP Estimated Cost		\$87,987.00			\$87,987.00

8. Capital Fund Program Twenty-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year :8 FFY Grant: 2015 PHA FY: 2015			Activities for Year: 9 FFY Grant: 2016 PHA FY: 2016		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>IA019001</i>	Debt Service	\$27,510	<i>IA019001</i>	Debt Service	\$27,510
	Boiler Replacement	\$45,000		Hall Carpet	\$60,477
	Common Area Painting	\$15,477			
Total CFP Estimated Cost		\$87,987.00			\$87,987.00

8. Capital Fund Program Twenty-Year Action Plan

Activities for Year :10 FFY Grant: 2017 PHA FY: 2017			Activities for Year: 11 FFY Grant: 2018 PHA FY: 2018		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>IA019001</i>	Debt Service	\$27,510	<i>IA019001</i>	Debt Service	\$27,510
	Kitchens and Bath	\$45,477		Kitchens and Bath	\$45,477
	Appliances	\$15,000		Appliances	\$15,000
Total CFP Estimated Cost		\$87,987.00			\$87,987.00

8. Capital Fund Program Twenty-Year Action Plan

Activities for Year :12 FFY Grant: 2019 PHA FY: 2019			Activities for Year: 13 FFY Grant: 2020 PHA FY: 2020		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>IA019001</i>	Debt Service	\$27,510	<i>IA019001</i>	Debt Service	\$27,510
	Kitchens and Bath	\$45,477		Kitchens and Bath	\$45,477
	Appliances	\$15,000		Appliances	\$15,000
Total CFP Estimated Cost		\$87,987.00			\$87,987.00

8. Capital Fund Program Twenty-Year Action Plan

Activities for Year :14 FFY Grant: 2021 PHA FY: 2021			Activities for Year: 15 FFY Grant: 2022 PHA FY: 2022		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>IA019001</i>	Debt Service	\$27,510	<i>IA019001</i>	Debt Service	\$27,510
	Kitchens and Bath	\$45,477		Kitchens and Bath	\$45,477
	Appliances	\$15,000		Appliances	\$15,000
Total CFP Estimated Cost		\$87,987.00			\$87,987.00

8. Capital Fund Program Twenty-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year :16 FFY Grant: 2023 PHA FY: 2023			Activities for Year: 17 FFY Grant: 2024 PHA FY: 2024		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>IA019001</i>	Debt Service	\$27,510	<i>IA019001</i>	Debt Service	\$27,510
	Kitchens and Bath	\$45,477		Trash Compactor	\$30,000
	Appliances	\$15,000		Lawn Tractor	\$30,477
Total CFP Estimated Cost		\$87,987.00			\$87,987.00

8. Capital Fund Program Twenty-Year Action Plan

Total CFP Estimated Cost	\$87,987.00			
--------------------------	-------------	--	--	--

Annual Statement/Performance and Evaluation Report

Capital Fund Program : Proposed Loan Funds Part I: Summary

PHA Name: Shenandoah Housing Authority	Grant Type and Number Capital Fund Program Grant No: CFFP Financing Proceeds Replacement Housing Factor Grant No:	Federal FY of Grant: Capital Fund Borrowing
--	--	--

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	33,373			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	286,420			
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	14,474			
20	1502 Contingency				
21	Amount of CFFP Proceeds: (sum of lines 2 – 20)	337,267			
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				

Annual Statement/Performance and Evaluation Report
Capital Fund Program : Proposed Loan Funds Part I: Summary

PHA Name: Shenandoah Housing Authority	Grant Type and Number Capital Fund Program Grant No: CFFP Financing Proceeds Replacement Housing Factor Grant No:	Federal FY of Grant: Capital Fund Borrowing
--	--	--

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
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: Proposed Loan Funds
Part II: Supporting Pages

PHA Name: Shenandoah Housing Authority		Grant Type and Number Capital Fund Program Grant No: CFFP Financing Proceeds Replacement Housing Factor Grant No:			Federal FY of Grant: Capital Fund Borrowing			
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	
IA019001	<u>Fees and Costs</u>							
	CFFP Fees	1430		33,373				
	Subtotal 1430			33,373				
	<u>Dwelling Structures</u>							
	Modernization Entry/Office Remodel	1460		286,420				
	Subtotal 1460			286,420				
	<u>Collateralization or Debt Service</u>							
	Reserve Deposit	1501		13,342				
	Capitalized Interest	1501		4,132				
	Subtotal 1501			17,474				
	Grand Total			337,267				

Shenandoah Housing Authority
Policy Implementing the Violence Against Women's Act (VAWA)

November 15, 2007

Title VI of the VAWA adds a new housing provision that establishes several categories of protected individuals. Under the law victims of domestic violence, dating violence, sexual assault, and stalking are granted protections and cannot be denied or terminated from housing or housing assistance because of activity that is directly related to domestic violence.

1.0 Purpose

The purpose of this Policy is to reduce domestic violence, dating violence, and stalking and to prevent homelessness by:

- (a) protecting the safety of victims;
- (b) creating long-term housing solutions for victims;
- (c) building collaborations among victim service providers; and
- (d) assisting SHA to respond appropriately to the violence while maintaining a safe environment for SHA employees, tenants, applicants, Section 8 participants, program participants and others.

The policy will assist the Shenandoah Housing Authority (SHA) in proving rights under the Violence Against Women Act to its applicants, and public housing residents.

This Policy is incorporated into SHA's "Statement of Policies Governing Admission and Continuing Occupancy of Low Rent Housing".

2.0 Definitions

The definitions in this Section apply only to this Policy.

2.1 Confidentiality: Means that SHA will not enter information provided to SHA by a victim alleging domestic violence into a shared database or provide this information to any related entity except as stated in 3.4

2.2 Dating Violence: Violence committed by a person (a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; (iii) the frequency of interaction between the persons involved in the relationship.

2.3 Domestic Violence: Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, committed by a person with whom the victim shares a child in common, committed by a person who is cohabitating with or has cohabitated with the victim as a spouse, committed by a person similarly situated to a spouse of the victim under the domestic or

family violence laws of Iowa, or committed by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of Iowa.

2.4 **Immediate Family Member:** A spouse, parent, brother or sister, or child of a victim or an individual to whom the victim stands *in loco parentis*; or any other person living in the household of the victim and related to the victim by blood or marriage.

2.5 **Perpetrator:** A person who commits an act of domestic violence, dating domestic violence or stalking against a victim.

2.6 **Stalking:** (a) to follow, pursue or repeatedly commit acts with the intent to kill, injure, harass or intimidate the victim; (b) to place under surveillance with the intent to kill, injure, harass or intimidate the victim; (c) in the course of, or as a result of such following, pursuit, surveillance, or repeatedly committed acts, to place the victim in reasonable fear of the death of, or serious bodily injury to the victim; or (d) to cause substantial emotional harm to the victim, a member of the immediate family of the victim or the spouse or intimate partner of the victim.

2.7 **Bona Fide Claim:** A *bona fide* claim of domestic violence, dating violence or stalking must include incidents that meet the terms and conditions in the above definitions.

3.0 **Certification and Confidentiality**

3.1 **Failure to Provide Certification Under 3.2 and 3.3**

The person claiming protection under VAWA shall provide complete and accurate certifications to SHA owner or manager within 14 business days after the party requests in writing that the person completes the certifications. If the person does not provide a complete and accurate certification within the 14 business days, SHA owner or manager may take action to deny or terminate participation or tenancy.

3.2 **HUD Approved Certification**

For each incident that a person is claiming as abuse, the person shall certify to SHA owner or manager their victim status by completing a HUD approved certification form. The person shall certify the date, time and description of the incidents, that the incidents are *bona fide* incidents of actual or threatened abuses and meet the requirements of VAWA and this Policy. The person shall provide information to identify the perpetrator including but not limited to the name and, if known, all alias names, date of birth, address, contract information such as a postal, e-mail or internet address, telephone or facsimile number or other identification.

3.3 **Other Certifications**

A person who is claiming victim status shall provide to SHA an owner or manager: (a) documentation signed by the victim and an employee, agent or volunteer of a victim service provider, an attorney, or a medical professional from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking or the effects of the abuse, in which the professional attests under penalty of perjury the professional's belief that the incident(s) in question are *bona fide* incidents of abuse; or (b) a federal, state, tribal, territorial, local police or court record.

3.4 Confidentiality

SHA, the owner and managers shall keep all information provided to SHA under this Section confidential. SHA owner and manager shall not enter the information into a shared database or provide to any related entity except to the extent that:

- (a) the victim requests or consents to the disclosure in writing;
- (b) the disclosure is required for:
 - (i) eviction from public housing;
 - (ii) termination of Section 8 assistance; or
- (c) the disclosure is required by applicable law.

4.0 Appropriate Basis for Denial of Admission, Assistance or Tenancy

4.1 SHA shall not deny participation or admission to a program on the basis of a person's abuse status, if the person otherwise qualifies for admission of assistance.

4.2 An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be a serious or repeated violation of the lease by the victim and shall not be good cause for denying to a victim admission to a program, terminating Section 8 assistance or occupancy rights, or evicting a tenant.

4.3 Criminal activity directly related to domestic violence, dating violence, or stalking engaged in by a member of a tenant's household or any guest or other person under the tenant's control shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim of that domestic violence, dating violence or stalking.

4.4 Notwithstanding Sections 4.1, 4.2, and 4.3, SHA an owner or manager may bifurcate a lease to evict, remove or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others without evicting, removing, terminating assistance to or otherwise penalizing the victim of the violence who is also a tenant or lawful occupant.

4.5 Nothing in Sections 4.1, 4.2, and 4.3 shall limit the authority of SHA an owner or manager, when notified, to honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members when the family breaks up.

4.6 Nothing in Sections 4.1, 4.2 and 4.3 limits SHA's owner or manager's authority to evict or terminate assistance to any tenant for any violation of lease not premised on the act or acts of violence against the tenant or a member of the tenant's household. However SHA's owner or manager may not hold a victim to a more demanding standard.

4.7 Nothing in Sections 4.1, 4.2, or 4.3 limits SHA, an owner or manager's authority to evict or terminate assistance, or deny admission to a program if the SHA's owner or manager can show an actual and imminent threat to other tenants, neighbors, guests, their employees, persons providing service to the property or others if the tenant family is not evicted or terminated from assistance or denied admission.

4.8 Nothing in Sections 4.1, 4.2, or 4.3 limits SHA's owner or manager's authority to deny admission, terminate assistance or evict a person who engages in criminal acts including but not limited to acts of physical violence or stalking against family members or others.

4.9 A Section 8 recipient who moves out of an assisted dwelling unit to protect their health or safety and who: (a) is a victim under this Policy; (b) reasonably believes he or she was imminently threatened by harm from further violence if he or she remains in the unit; and (c) has complied with all other obligations of the Section 8 program may receive a voucher and move to another Section 8 jurisdiction.

5.0 **Actions Against a Perpetrator**

The SHA can take action against a perpetrator of domestic violence. The victim shall take action to control or prevent the domestic violence, dating violence, or stalking. The action may include but is not limited to: (a) obtaining and enforcing a restraining or no contact order or order for protection against the perpetrator; (b) obtaining and enforcing a trespass against the perpetrator; (c) enforcing SHA's law enforcement's trespass of the perpetrator; (d) preventing the delivery of the perpetrator's mail to the victim's unit; (e) providing identifying information listed in 3.2; and (f) other reasonable measures.

6.0 **SHA Right to Terminate Housing and Housing Assistance Under this Policy**

6.1 Nothing in this Policy will restrict the SHA's owner or manager's right to terminate tenancy for lease violations by a resident who claims VAWA as a defense if it is determined by the SHA, owner or manager that such a claim is false.

6.2 Nothing in this Policy will restrict the SHA's right to terminate tenancy if the victim tenant (a) allows a perpetrator to violate a court order relating to the act or acts of violence; or (b) if the victim tenant allows a perpetrator who has been barred from SHA's property to come onto LDCA property including but not limited to the victim's unit or any other area under their control.

6.3 Nothing in this Policy will restrict the SHA's right to terminate housing and housing assistance if the victim tenant who claims as a defense to an eviction or termination action relating to domestic violence has engaged in fraud and abuse against a federal housing program; especially where such fraud and abuse can be shown to have existed before the claim of domestic

violence was made. Such fraud and abuse includes but is not limited to unreported income and ongoing boarders and lodgers violations, or damage to property.

7.0 Statements of Responsibility of Tenant Victim, the SHA to the Victim, and to the Larger Community.

7.1 A tenant victim has no less duty and responsibility under the lease to meet and comply with the terms of the lease than any other tenant not making such a claim. Ultimately all tenants must be able to take personal responsibility for themselves and exercise control over their households in order to continue their housing and housing assistance. The SHA will continue to issue lease violation notices to all residents who violate the lease including those who claim a defense of domestic violence.

7.2 The SHA recognizes the pathologic dynamic and cycle of domestic violence and will work with victims of domestic violence through the agency's Resident Services Program and other local victim support service providers to help victims break the cycle of domestic violence through counseling and the development of an agreed to Safety Plan.

7.3 A tenant victim who claims as a defense to a lease violation that the violation is directly related to domestic violence will be referred to the SHA Resident Services Program for counseling, referral and development of a Safety Plan.

7.4 A tenant victim must take personal responsibility for exercising control over their household by accepting assistance and complying with the Safety Plan. Failure to do this will be seen as other good cause.

7.5 All damages including lock changes will be the responsibility of the tenant victim. This is in keeping with other agency policies governing tenant caused damages.

8.0 Notice to Applicants, Participants, Tenants and Section 8 Managers and Owners.

SHA shall provide notice to applicants, participants, tenants, managers and owners of their rights and obligations under Section 3.4 Confidentiality and Section 4.0 Appropriate Basis for Denial of Admission, Assistance or Tenancy.

9.0 Reporting Requirements

SHA shall include in its 5-year plan a statement of goals, objectives, policies or programs that will serve the needs of victims. SHA shall also include a description of activities, services or programs provided or offered either directly or in partnership with other service providers to victims, to help victims obtain or maintain housing or to prevent the abuse or to enhance the safety of victims.

10.0 **Conflict and Scope**

This Policy does not enlarge SHA's duty under any law, regulation or ordinance. If this Policy conflicts with the applicable law, regulation or ordinance, the law, regulation or ordinance shall control. If this Policy conflicts with another SHA policy such as its Statement of Policies this Policy will control.

Annual Statement/Performance and Evaluation Report

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

PHA Name: Shenandoah Housing Authority	Grant Type and Number Capital Fund Program: IA05P01950107 Capital Fund Program 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
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$83,363.00			
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	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$83,363.00			
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/Performance and Evaluation Report

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

PHA Name: Shenandoah Housing Authority		Grant Type and Number Capital Fund Program: IA05P01950106 Capital Fund Program 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:3)			
<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	\$15,000	\$16,692	\$16,692	\$16,692.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	\$5,000	\$55,347	\$55,347	\$47,347.02
8	1440 Site Acquisition				
9	1450 Site Improvement	\$10,000	\$0	\$0	
10	1460 Dwelling Structures	\$44,604	\$14,607	\$14,607	\$8,173.65
11	1465.1 Dwelling Equipment—Nonexpendable	\$4,500	\$4,500	\$4,500	\$4,500.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$79,104	\$85,796	\$85,796	\$76,712.67
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/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Shenandoah Housing Authority	Grant Type and Number Capital Fund Program Grant No: IA05P019501-05 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
---	--	---------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 3)
 Performance and Evaluation Report for Period Ending
 Final Performance and Evaluation Report 07/03/08

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$15,000	\$47,051	\$47,051	\$47,051
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$5,000	\$5,000	\$5,000	\$5,000
8	1440 Site Acquisition				
9	1450 Site Improvement	\$54,426	\$0		
10	1460 Dwelling Structures	\$15,000	\$37,375	\$37,375	\$37,373
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)	\$89,426	\$89,426	\$89,426	\$89,426
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 I: Summary

PHA Name: Shenandoah Housing Authority	Grant Type and Number Capital Fund Program Grant No: IA05P01950104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
---	---	------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:4)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report 05/15/2008

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$8300.00	\$23,040.00	\$23,040.00	\$23,040.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$49,256.00	\$52,306.82	\$52,306.82	\$52,306.82
11	1465.1 Dwelling Equipment—Nonexpendable	\$19,500.00	\$15,754.20	\$15,754.20	\$15,754.20
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$6,000.00	\$5,086.98	\$5,086.98	\$5,086.98
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)	\$83,056.00	\$96,188.00	\$96,188.00	\$96,188.00
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 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: Shenandoah Housing Authority		Grant Type and Number Capital Fund Program Grant No: IA05P01950104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IA019 -001	Replace AC's	1465.1	15	7500.00	6450.00	6450.00	6450.00	complete
	Replace Refrig's	1465.1	11	4000.00	4015.00	4015.00	4015.00	complete
	Replace Stoves	1465.1	10	5000.00	5289.20	5289.20	5289.20	complete
	coin changer	1475	1	2500.00	1725.00	1725.00	1725.00	complete
	recover dining chairs	1475	40	1500.00	1557.00	1557.00	1557.00	complete
	Washers/Dryers	1475	3	1500.00	1535.00	1535.00	1535.00	complete
	leaf blower	1475	1	200.00	109.99	109.99	109.99	complete
	chain saw	1475	1	250.00	159.99	159.99	159.99	complete
	Ballast conversion	1460		8500.00	10321.77	10321.77	10,321.77	complete
	Replace closet doors	1460		4225.00	4455.30	4455.30	4455.30	complete
	Shower Replacement	1460	3.5	8000.00	14704.26	14704.26	14704.26	complete
	Ceiling fans	1460		17581.00	14,518.09	14,518.09	14,518.09	complete
	Exterior Doors	1460		10,000.00	5,702.00	5,702.00	5,702.00	complete
	Mini blinds	1460	20 units	3000.00	2605.40	2605.40	2605.40	complete
	Operations	1406		8300.00	23,040.00	23,040.00	23,040.00	complete

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

PHA Name: Shenandoah Housing Authority		Grant Type and Number Capital Fund Program: IA05P01950103 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:3) <input checked="" type="checkbox"/> Final Performance and Evaluation Report 07/03/2008				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	\$10,000.00	\$36,976.21	\$36,976.21	\$36,976.21	
3	1408 Management Improvements					
4	1410 Administration					
5	1411 Audit					
6	1415 liquidated Damages					
7	1430 Fees and Costs	\$10,000.00	\$10,900.00	\$10,900.00	\$10,900.00	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	\$80,945.00	\$16,802.69	\$16,802.69	\$16,802.69	
11	1465.1 Dwelling Equipment—Nonexpendable		\$16,670.00	\$16,670.00	\$16,670.00	
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment		\$1,707.10	\$1,707.10	\$1,707.10	
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1498 Mod Used for Development					
19	1502 Contingency					
20	Amount of Annual Grant: (sum of lines 2-19)	\$100,945.00	\$83,056.00	\$83,056.00	\$83,056.00	
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/Performance and Evaluation Report

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

PHA Name: Shenandoah Housing Authority		Grant Type and Number Capital Fund Program: IA05P01950203 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies			<input type="checkbox"/> Revised Annual Statement rev#2
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/06		<input checked="" 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	\$1655.00	\$1775.58	\$1775.58	\$1775.58
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	\$7540.40	\$7419.82	\$7419.82	\$7419.82
10	1460 Dwelling Structures	\$7357.60	\$7357.60	\$7357.60	\$7357.60
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$16553.00	\$16553.00	\$16553.00	\$16553.00
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				

INSTRUCTIONS for Physical Needs Assessment Form

Instructions for Preparation of Form-Capital Fund Financing Program (CFFP) and Operating Funding Financing Program (OFFP) Physical Needs Assessment (PNA)

Report Submission: Prepare a separate PNA form for each grouping of up to 20 developments in the HA's inventory, which are eligible for Capital Funding Program (CFP) funding, for all HA-wide non-dwelling needs, e.g., maintenance equipment, and for any development needs. Use a separate Tab for each property or HA-wide non-dwelling needs or any development needs. Submit these forms as part of the submission of a PHA Plan when pursuing a CFFP or OFFP Financing. On an as-needed basis, submit a revised form where physical needs have significantly changed since the last needs assessment and the HA wishes to revise its use of CFFP or OFFP proceeds to include uses not previously reflected in a CFFP/OFFP PNA.

PNA Summary Instructions

HA Name - Enter the HA Name

HA Number - Enter the HA Number

FY Of Assessment - Enter the year the assessment was completed. If the assessment spanned more than one year, enter the year that the Assessment was initiated. Original or Revision. Self-Explanatory.

Date Prepared/Revised. Date Prepared is the date the Original Assessment form was completed. Date Revised is the date of the most recent Revision. If this is an Original submission, leave Date Revised blank.

Tabs 1-20 Instructions

Section 1 - Project Data

- 1.1 Management Office Address - Address of Management Office from which the Project is managed.
- 1.2 Project Name - Enter the Name of the Development.
- 1.3 Development Number - Enter an 11-digit alpha numeric code as follows: Enter an 11-digit alpha numeric code as follows: two-digit State code (alpha); two-digit Field Office code (numeric); P for Public Housing or B for Indian Housing; three-digit HA number (numeric); and three-digit development number (numeric). For example, VA05PO36001. In lieu of a development number, enter "HA-wide" for physical needs that are HA-wide in nature
- 1.4 DOFA Date - Enter the Date of Full Availability (DOFA) in this format: MM/DD/YYYY.
- 1.5 Year of Last Substantial Modernization - Enter the FY when most recent substantial modernization occurred. For purposes of this form, substantial modernization is defined as the replacement/repair of major building systems, which brought the development up to the modernization standards.
- 1.6 Occupancy Rate - This is a calculated field based on the Bedroom Distribution table (1.11).
- 1.7 Latest PASS REAC Score - Provide the latest issued score, on a 100-point basis, for the development.
- 1.8 Total Buildings - Enter the total number of buildings (dwelling and non-dwelling) in the Development.
- 1.9 Occupancy Types - Check all occupancy types that apply.
- 1.1 Structure Types - Check all structure types that apply.
- 1.11 Current Bedroom Distribution - Enter the current number of occupied and vacant units, by bedroom size in 1.11a and 1.11b. This includes Rentable Units Only.
- 1.11a Occupied - Enter the occupied units, as of the date of completing this Form, by bedroom size, in the table.
- 1.11b Vacant - Enter the vacant units, as of the date of this Form, by bedroom size, in the table.

Section 2 - Summary Data

- 2.1 PNA Conducted By: (PHA/3rd Party) - Select the applicable check box which best describes who conducted the PNA. Both selections can be chosen if applicable.
- 2.2 First Year Covered by PNA - Enter the first Calendar year that is covered in the PNA. This will be used to project the current needs and 20-year needs.
- 2.3 Length of PNA (in years) - Enter the length of time that the PNA covers. This will be used to project total PNA costs.
- 2.4 Unit Interiors Inspected (#) - This is calculated automatically, based on information provided at 2.14.
- 2.5 Inspector Contact Name: Enter the name of the contact person for the inspection.
- 2.6 Company Name or PHA Title: Enter the name of the company for whom the inspector works, or if conducted by a staff person of the PHA, enter the inspector's job title.
- 2.7 Inspector Contact Phone: Enter the phone number for contacting the inspector.
- 2.8 Data Source(s) for PNA: Check the applicable box or boxes indicating the sources of data for the preparation of the PNA.
- 2.9 Total Residential Buildings: Enter the number of residential buildings in the property.
- 2.1 Number of Building Exteriors Inspected: Enter the number of buildings for which the exteriors were inspected (Reference HUD Handbook 7485.2 for PNA survey requirements).
- 2.11 Total Off-Street Parking Spaces: Enter the number of off-street parking spaces on the site.
- 2.12 Site Acreage: Enter the total number of acres included in the site.
- 2.13 Parking Area (in square feet): Enter the approximate area of the off-street parking spaces.
- 2.14 Units Inspected by Bedroom Size: Enter the number of units for which the interiors were inspected, by bedroom size, into this table.

(Reference HUD Handbook 7485.2 for PNA survey requirements).

- 2.15 Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost: Check "Yes" or "No". For cost reasonableness, the preliminary estimate of hard costs for work proposed at the development should be 90 percent or less of Total Development Cost (TDC).
- 2.16 Development Has Long-Term Physical and Social Viability: Check "Yes" or "No" as to whether the HA has determined that the development has long-term physical and social viability. Note: If "No" is checked, attach the viability analysis and an explanation of what actions are proposed regarding the nonviable development

Section 3 - Total Physical Needs Summary. This section is a summary that is completed automatically from data entered in Section 4.0.

Section 4 - Physical Needs Cost Estimate

Column Instructions:

Needed Physical Improvements. This section should include the estimated costs of all current and future physical improvements that must be undertaken to bring the development (dwelling and non-dwelling structures, dwelling and non-dwelling equipment, and site) up to a level at least equal to the modernization standards, energy conservation and life-cycle cost effective performance standards and the lead-based paint testing and abatement standards. Also, include any replacements of equipment, systems and structural elements that will be needed, assuming routine and timely maintenance, within the timeframe of the PNA. Enter only physical improvements that are eligible for Capital Fund Program funding.

Use the most appropriate line items for repairs related to: Site (4.9), Common Buildings (4.10), Unit Exteriors (4.11), Unit Interiors (4.12), Mechanical Systems (4.13), and Other (4.14). If you have a unique item not accounted for in each sub-section, modify the "Other (Specify)" line or lines provided. Please note that in Section 4.15 (Special Categories) you are asked to estimate the amount of lead-based paint and asbestos removal costs, and 504 compliance costs that are included in the PNA cost estimates. These are not additive to the PNA cost estimate.

- 4.16 Section 4.16 should include all New Construction activities being proposed, which, since they are not "modernization" in a strict sense, are segregated from the rehabilitation costs in Section 4.9 to 4.15.
- 4.2 Estimate Useful Life (in Years). Enter the number of years the component is expected to be serviceable in your geographic area. This is the "life cycle" of the component adjusted to your conditions.
- 4.3 Useful Life Remaining (in Years). Based on the inspection, estimate the number of years that this component is expected to remain useful before it needs to be replaced or renovated.
- 4.4 Method. The method for calculating the cost of replacing various items differs. For some items, it is the "cost per square foot" or "cost per linear foot". For others, it is a "unit cost". Some other items may be "lump sum". In this column, select the method from the pull down menu that is being used for estimating the replacement/repair cost of the line item.
- 4.5 Total Quantity. Enter the quantity that will be required for each line item, which will then be multiplied by the Cost per Quantity (4.8) and produce the Total Long-Term Need.
- 4.6 Current Needs Quantity. In this column, enter the quantity of each line item that needs immediate repair or replacement. These are existing or backlog needs, and will be treated as a "sub-set" of Year One Needs and will be reflected in the "Immediate" column in Section 3.0 of the PNA.
- 4.7 Cost per Quantity. Enter the estimated Cost for each line item, based on the Method selected in Column 4.5. This estimate should exclude any management improvements, administration, architectural/engineering fees, relocation or other soft costs.

Total Long Term Needs: Long term needs will be automatically calculated based on the projected useful life, estimated useful life remaining, quantity and cost per quantity fields.

The form has been designed to print in portrait mode on 8.5 x 11 paper and will only include the fields from columns A - J. To print the future cost projections, the print area command must be used to change the print area.

Extract from the Minutes
Of a Special Meeting
Of the
Shenandoah Housing Authority

The following is extract of the minutes from a special meeting of the Commissioners of the Shenandoah Housing Authority held at 11:45 a.m. August 28, 2008 in the conference room of the Authority.

Commissioners present were McMullen, Grebert, and McEnaney. Dwyer was absent. The Chairman declared a quorum present.

The following resolution was introduced by Chairman McMullen read in full and considered:

RESOLUTION 09-08
CFFG

“Be it resolved that:

Whereas the Shenandoah Housing Authority shall undertake the Capital Fund Financing Grant, borrowing up to \$350,000 for the office/entry remodel project.

Whereas the Shenandoah Housing Authority shall provide a first priority pledge of 30% of future capital funds to the lender (Fannie Mae), subject to the availability of appropriations.

Whereas, the Shenandoah Housing Authority authorizes the Executive Director to negotiate and execute any documents necessary, to effectuate, a financial transaction pertaining to the CFFG.”

McEnaney made a motion that foregoing resolution be adopted as introduced to and read; which motion was seconded by Grebert. Upon roll call the “ayes” and “nays” were as follows:

AYES

Grebert

McEnaney

McMullen

NAYS

The Chairman declared the motion carried, resolution adopted.

Kim Johnson, Executive Director