

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: Housing Authority of Henderson

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

Streamlined Annual PHA Plan Agency Identification

PHA Name: Housing Authority of Henderson **PHA Number:** KY012

PHA Fiscal Year Beginning: 04/2008

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
Number of public housing units: 430 Number of S8 units: Number of public housing units:
Number of S8 units: 649

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: Bobbie W. Jarrett Phone: 270-827-1294
TDD: 270-827-1482 Email (if available): hha@henderson.net

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? 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?

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:

3.0 INITIAL ELIGIBILITY REQUIREMENTS

Before commencing homeownership assistance for a family, the Housing Authority of Henderson must determine that all of the following initial requirements have been satisfied:

A. Home Ownership Counseling

- 1. A family's participation in the Homeownership Program is conditional on the family attending and successfully completing a homeownership and housing counseling program provided or approved by Housing Authority of Henderson prior to commencement of homeownership assistance. The family must have a statement not more than 30 days old of "certification" from a Housing Authority of Henderson approved housing counseling program at the time of the homeownership application. "Certification" requires a current credit statement that meets the agency's standard for completion.**
- 2. The homeownership and counseling program will cover home maintenance; budgeting and money management; credit counseling; negotiating purchase price; securing mortgage financing; finding a home; and the advantages of purchasing and locating homes in areas that do not have a high concentration of low-income families.**
- 3. The counseling agency providing the counseling program shall either be approved by HUD or the program shall be consistent with the homeownership counseling provided under HUD's Housing Counseling Program. Housing Authority of Henderson will maintain a list of approved counseling programs.**

B. The family has been admitted to the Section 8 Housing Choice Voucher program.

C. The family qualifies as a first-time homeowner. At commencement of homeownership assistance for the family, the family must be any of the following:

- 1. A first-time homeowner is defined as a family of which no member owned any present ownership interest in a residence of any family member during the three years before commencement of homeownership assistance for the family. The term "first-time homeowner" includes a single parent or displaced homemaker who, while married, owned a home with his or her spouse, or resided in a home owned by his or her spouse.**
- 2. A cooperative member defined as a family of which one or more members owns membership shares in a cooperative.**
- 3. A family of which a family member is a person with disabilities, and use of the homeownership option is needed as a reasonable**

accommodation so that the program is readily accessible to and usable by such person.

- D. The family satisfies the minimum income requirement.**
- 1. At commencement of monthly homeownership assistance payments for the family the family must demonstrate that the annual income of the adult family members who will own the home at commencement of homeownership assistance is not less than:**
 - a. In the case of a disabled family the monthly Federal Supplemental Security Income (SSI) benefit for an individual living alone (or paying his or her share of food and housing costs) multiplied by twelve (as of 01/05 this is $\$579 \times 12 = \$6,948$); or**
 - b. In the case of other families, the Federal minimum wage multiplied by 2,000 hours (as of 01/05 this is $\$5.15 \times 2,000 = \$10,300$ or $\$13,500$ annually).**
 - 2. Except in the case of an elderly family or a disabled family the Housing Authority of Henderson shall not count any welfare assistance received by the family in determining annual income. This disregard of welfare assistance income only affects the determination of minimum annual income used to determine if family initially qualifies for commencement of homeownership assistance in accordance with this section, but does not affect:**
 - a. The determination of income-eligibility for admission to the voucher program;**
 - b. The calculation of the amount of the family's total tenant payment (gross family contribution);**
 - c. The calculation of the amount of homeownership assistance payments on behalf of the family**
- E. The family satisfies the employment requirements.**
- 1. The family must demonstrate that one or more adult members of the family who will own the home at commencement of homeownership assistance are currently employed on a full-time basis (the term "full-time employment" means not less than an average of 30 hours per week); and has been continuously so employed during the year before commencement of homeownership assistance for the family.**
 - 2. The Housing Authority of Henderson shall have discretion to determine whether and to what extent interruptions are considered to break continuity of employment during the year. The Housing Authority of Henderson may count successive employment during the year. The Housing Authority of Henderson may count self-employment in a business. Generally, the employers may vary but there may not be a gap of more than two (2) weeks in employment**

and there must have been employment for at least forty-seven (47) weeks in the prior year.

- 3. The employment requirement does not apply to an elderly family or a disabled family. Furthermore, if a family, other than an elderly family or a disabled family, includes a person with disabilities, the Housing Authority of Henderson shall grant an exemption from the employment requirement if the Housing Authority of Henderson determines that an exemption is needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities.**

- F. The family has not defaulted on a mortgage securing debt to purchase a home under the homeownership option. The Housing Authority of Henderson shall not commence homeownership assistance for a family if any family member has previously received assistance under the homeownership option, and has defaulted on a mortgage securing debt incurred to purchase the home.**
- G. Except for cooperative members who have acquired cooperative membership shares prior to commencement of homeownership assistance, no family member has a present ownership interest in a residence at the commencement of homeownership assistance for the purchase of any home.**
- H. The family has not been in the “termination of assistance” process more than once in the last two years.**
- I. The family must evidence a stable family composition of at least one year for any family members that are not minor children, spouse, foster children or any person of whom an adult family member has legal custody or guardianship.**
- J. The family must have completed one year under lease in the Housing Choice Voucher program.**
- K. The family may not owe Housing Authority of Henderson or any other Housing Authority an outstanding debt.**
- L. The family must be under the current rental lease, in the same unit, for over one year and must be a month-to-month tenant.**

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

- 1. Adopted by Board Resolution a Section 8 Homeownership Plan in April 2005**
- 2. Targeted participants of the FSS Program initially, and then Public Housing Program**

3. **Partner with Kentucky Housing Corp. program to administer the “Yes You Can Own A Home” Program**
4. **Certified 2 (two) staff members as Homeownership counselors**

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 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):
Executive Director, Section 8 Director, Caseworker/FSS Coordinator, and Inspector attended training for certification.

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)

City of Henderson, Kentucky

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)

CDBG – Activities by the City of Henderson using CDBG Funds.

Program Specific Activities to Be Undertaken

- **\$109,224.25 will be utilized for rehabilitation/reconstruction and temporary relocation. The City will undertake approximately 3 housing reconstructions for low-income, owner-occupied families living in dilapidated structures within the city, coupled with HOME Focus Community Funds, along with exterior repair of 25 homes for a third year of World Changers.**
- **\$34,051.75 to provide enhanced police protection in areas of concentration of low- and moderate-income families particularly focusing on census tracts 201, 202, 203, 204, 205.1, and 206.02 BGI. This includes foot, bicycle, and vehicle patrols.**
- **\$5,000.00 to provide operational funds to local Shelter for Women and Children in census tract 206.01.**
- **\$60,000.00 to undertake playground improvements at Kimmel Park with installation of new equipment to comply with ADA standards and additional equipment will be added at William Newman Park. Kimmel Park is located in census tract 201 benefiting 64.7% low-to-moderate income families/children; William Newman Park is located in census tract 206.02 benefiting 64% low-to-moderate-income families/children.**

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
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
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
NA	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
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section 37 of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
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)
NA	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: Housing Authority of Henderson			Grant Type and Number Capital Fund Program Grant No: KY36P01250108 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	138,750			
3	1408 Management Improvements	28,787			
4	1410 Administration	69,375			
5	1411 Audit	1,200			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	6,200			
8	1440 Site Acquisition				
9	1450 Site Improvement	27,000			
10	1460 Dwelling Structures	314,007			
11	1465.1 Dwelling Equipment—Nonexpendable	51,404			
12	1470 Non-dwelling Structures	7,000			
13	1475 Non-dwelling Equipment	49,026			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	1,000			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	693,749			
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	60,000			
26	Amount of line 21 Related to Energy Conservation Measures	59,241			

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: Housing Authority of Henderson			Grant Type and Number Capital Fund Program Grant No: KY36P01250108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
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	
AMP KY012000001								
Lawndale	1) Tile Floors in Living Room, Kitchen, Utility Room-Replace	1460	15 units	38,000				
	2) Phone Cable -Run	1460	15 units	7,000				
	SUBTOTAL			45,000				
Dixon	1) Tile Floors in Living Room, Kitchen, Utility Room-Replace	1460	15 units	38,000				
	2) Phone Cable-run	1460	5 units	3,000				
	3) Refrigerators, replace	1465	66 units	36,504				
	4) Barret Heating/AC Unit	1470	1 unit	7,000				
	SUBTOTAL			84,504				
Madison	1) Electric Primary Line, Service Drops-Replace	1450		12,000				
	2) Storm Doors, Replace	1460	22 units	16,170				
	3) Deadbolt Locks/Knobs, Replace	1460	22 units	10,080				
	4) Ranges, Replace	1465	22 units	14,900				
	5) Range Hoods, Replace	1460	22 units	837				
	SUBTOTAL			53,987				

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: Housing Authority of Henderson			Grant Type and Number Capital Fund Program Grant No: KY36P01250108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	1) Operations	1406		138,750				
	2) Management Improvements	1408		28,787				
	3) Administration	1410		69,375				
	4) Audit	1411		1,200				
	5) A & E	1430		5,000				
	6) Fees and Costs	1430		1,200				
	7) Landscaping	1450		10,000				
	8) Sidewalks-Replace	1450		5,000				
	9) Painting & Restoration	1460		36,000				
	10) Carpet	1460		15,000				
	11) Termite Repair/Control	1460		5,000				
	13) Equipment	1475		49,026				
	14) Relocation	1495.1		1,000				
	SUBTOTAL			365,338				
	TOTAL CFP ESTIMATE COST							

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 III: Implementation Schedule**

PHA Name: Housing Authority of Henderson	Grant Type and Number Capital Fund Program No: KY36P01250108 Replacement Housing Factor No:	Federal FY of Grant: 2008
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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	
AMP KY012000001	09/12/2010			09/12/2012			
AMP KY012000002	09/12/2010			09/12/2012			
HA Wide	09/12/2010			09/12/2012			

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Housing Authority of Henderson				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Name/AMP Number/ HA Wide	Year 1	Work Statement for Year 2 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 3 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 4 FFY Grant: 2011 PHA FY: 2011	Work Statement for Year 5 FFY Grant: 2012 PHA FY: 2012
	Annual Statement				
Lawndale KY012000001		49,000	145,080	214,500	255,000
Dixon KY012000001		38,000	85,330	64,950	56,700
Madison KY012000001		0	0	0	15,800
Scattered Sites KY012000002		167,900	27,000	48,445	29,340
840 North Adams KY012000002		106,500	110,000	36,110	7,165
HA WIDE		332,349	326,339	329,744	329,744
CFP Funds Listed for 5-year planning		693,749	693,749	693,749	693,749
Replacement Housing Factor Funds					

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan Part II: Supporting Pages—Work Activities					
Activities for Year : 2 FFY Grant: 2009 PHA FY: 2009			Activities for Year: 3 FFY Grant: 2010 PHA FY: 2010		
Development Name/ AMP Number	Major Work Categories	Estimated Cost	Development Name/ AMP Number	Major Work Categories	Estimated Cost
Scattered Sites KY012000002	1) Storm Doors-8 th St- replace-41 units	29,400	Scattered Sites KY012000002	1) Refrigerators-8 th St-install-41 units	27,000
	2) Bathrooms-750 N Adams-remodel-4 units	12,000			
	3) Interior Doors-750 N. Adams-install -4 units	2,000			
	4) Phone Cable-750 N Adams-run-4 units	2,000			
	5) Baseboard heaters- 750 N. Adams- replace-4 units	2,500			
	6) Convert 2-0 BR units to a 2 BR unit	30,000			
	7) Build 1- 3 BR house	90,000			
	SUBTOTAL	167,900		SUBTOTAL	27,000
840 North Adams KY012000002	1) Bathrooms- remodel-9 units	31,500	840 North Adams KY012000002	1) Bathroom- remodel-10 units	35,000
	2) Ranges-install-99 units	45,000		2) Kitchen Cabinets-install015 units	45,000
	3) Kitchen Cabinets- replace-10 units	30,000		3) Storm Doors- replace-100 units	30,000
	SUBTOTAL	106,500		SUBTOTAL	110,000
Total CFP Estimated Cost					

8. Capital Fund Program Five-Year Action Plan

Activities for Year : 4 FFY Grant: 2011 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2012 PHA FY: 2012		
Development Name/ AMP Number	Major Work Categories	Estimated Cost	Development Name/ AMP Number	Major Work Categories	Estimated Cost
Lawndale KY012000001	1) Tile floors in living, kitchen, & utility – replace-30 units	81,000	Lawndale KY012000001	1) Tile Floors in living, kitchen & utility – replace 30 units	81,000
	2) Moen Faucets in bathrooms-replace-134 units	16,500		2) Central Air Conditioner units-replace-58 units	174,000
	3) Central Air Conditioner units-replace- 39 units	117,000			
	SUBTOTAL	214,500		SUBTOTAL	255,000
Dixon KY012000001	1) Tile Floors in living, kitchen, & utility – replace-15 units	56,700	Dixon KY012000001	1) Tile floors in living, kitchen, & utility –replace-21 units	56,700
	2) Moen Faucet in bathrooms-replace-66 units	8,250			
	SUBTOTAL	64,950		SUBTOTAL	56,700
			Madison KY012000001	Entrance Doors-replace-22 units	15,800
				SUBTOTAL	15,800
Total CFP Estimated Cost					

8. Capital Fund Program Five-Year Action Plan

Activities for Year : 4 FFY Grant: 2011 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2012 PHA FY: 2012		
Development Name/ AMP Number	Major Work Categories	Estimated Cost	Development Name/ AMP Number	Major Work Categories	Estimated Cost
Scattered Sites KY012000002	1) Storm Doors- Fagan-replace-49 units	24,720	Scattered Sites KY012000002	Ranges & Hoods- replace-41 units	29,340
	2) Gutters, replace-14 units	7,350			
	3) Moen Faucets in bathroom-131 units	16,375			
	SUBTOTAL	48,445		SUBTOTAL	29,340
840 North Adams KY012000002	1) Kitchen Cabinets- install-10 units	30,000	840 North Adams KY012000002	1) Gutter-replace- 10 units	7,165
	2) Moen Faucets in bathrooms-replace-50 units	6,110			
	SUBTOTAL	36,110		SUBTOTAL	7,165
Total CFP Estimated Cost					

ATTACHMENT A

ADMISSIONS POLICY FOR DECONCENTRATION

INTRODUCTION: In an ongoing effort for the Housing Authority to meet or exceed the laws and regulations regarding its public housing programs, the following Deconcentration Policy has been developed in order to comply with the Quality Housing and Work Responsibility Act of 1998, Section 513.

INCOME MIX TARGETING: To meet the requirements of the Act and subsequent HUD regulations, at least 40 percent of families admitted in any fiscal year to public housing by the Housing Authority must have incomes that do not exceed 30% of the area median.

PROHIBITION OF CONCENTRATION OF LOW-INCOME FAMILIES: The Housing Authority will not, in meeting this income mix targeting, concentrate very low-income families, or other families with relatively low incomes, in public housing units in certain projects or certain buildings. The Housing Authority will review the income and occupancy characteristics of the housing projects and the buildings of each project annually to ensure that a low-income concentration does not occur or, that steps are taken to reduce any concentration of poverty already in existence.

DECONCENTRATION: The Housing Authority will make every effort to de-concentrate families of certain income characteristics within the Authority developments. To achieve this, the Housing Authority will offer incentives for eligible families having higher incomes to occupy dwelling units in projects predominantly occupied by eligible families having lower incomes, and provide for occupancy of eligible families having lower incomes in project predominantly occupied by eligible families having higher incomes. Incentives by the Housing Authority allow for the eligible family to have the sole discretion in determining whether to accept the incentive and the Housing Authority will not take any adverse action toward any eligible family for choosing not to accept these incentives. The skipping of a family on the waiting list to reach another family to implement this Deconcentration Policy shall not be considered an adverse action. As such, the Housing Authority will continue to accept applications and place the individuals on a waiting list.

Selection will be made based on a combination of application date and time, and an income target mix. A family may be “skipped over” to offer a vacancy to the first qualifying family with a targeted income. This Authority will define a “higher-income family” as one earning more than the calculated average for that development, and a “lower-income family” as one earning less than the calculated average.

The Housing Authority will track the income mix within each project as an effort to avoid a concentration of higher or lower income families in any one building or development. From the tables below, there is a concentration of Very-Low income families in all the HHA developments.

The HUD FY 2007 Income Limits and Fair Market Rent Data show the thirty, fifty and eighty percents of the Median Income per number in a household are as follows:

# Person	30% of Median	50% Very Low Income	80% Low Income
1	\$11,950	\$19,900	\$31,850
2	\$13,650	\$22,750	\$36,400
3	\$15,350	\$25,600	\$40,950
4	\$17,050	\$28,450	\$45,500
5	\$18,400	\$30,750	\$49,150
6	\$19,800	\$33,000	\$52,800
7	\$21,150	\$35,300	\$56,400
8	\$22,500	\$37,750	\$60,050

On 07/01/2007, the Authority had 417 of its 430 public housing units filled as follows:

% of median	# Families	%
30	252	60
50	101	24
80	64	16

Project (Units)	<30% of Median		<50% of Median		<80% of Median		Total Units and Vacancies	
	#	%	#	%	#	%	# Units	#Vac
KY 012-1(134)	71	54	104	79	132	100.0	132	2
KY 012-2 (66)	46	74	56	90	62	100.0	62	4
KY 012-3(131)	68	52	104	81	129	100.0	129	2
KY 012-4 (99)	67	73	89	95	94	100.0	94	5

On 010/04/2007, the Authority had 82 families on its waiting list. Of the total, 62 (76%) had income under 30% of the median income (AMI), 12 (15%) had income above 30% but below 50% of the AMI, and 7 (9%) had income above 50% but less than 80% of the AMI.

Two (2) projects had greater than 60 (percent) of the families with thirty (30) percent or less of the median income. Monitoring is and will continue to be conducted to confirm that at least forty (40) percent of all new leases will be to families that earn an amount equal to or less than thirty (30) percent of median income.

Recent industrial and commercial development in the City of Henderson has created a virtual “full employment” condition. The current unemployment rate for Henderson County is 4 percent. As a result, we have realized an increase of 16 families with income 80% of the AMI and a decrease of 8 families with income 50% of the AMI in the projects noted above for the current year. CHAS data shows the City of Henderson has 4,215 renter families that earn incomes that qualify them for Public Housing Assistance. Of these, 2,503 have housing problems and 355 (at any one time) are looking for a house to rent. The Authority’s waiting list shows that 91% of the eligible families are earning less than 50% of the AMI. In other words, approximately 91% of the waiting families are in poverty. Obviously, some higher incomes do exist and every effort will be made to attract more to public housing.

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
Dixon – AMP KY012000001	66	Will attempt to bring in higher income tenants.	
840 North Adams AMP KY012000002	99	Elderly development – will attempt to bring in higher income tenants.	

Attachment B

Definition of Substantial Deviation and Significant Amendment or Modification

The following actions are defined as substantial deviation or significant amendment or modification:

GOALS

- Additions or deletions of Strategic Goals

PROGRAMS

- Any change with regard to demolition or disposition, designation of housing, homeownership programs or conversion activities

CAPITAL BUDGET

- Additions of non-emergency work items (items not included in the current Annual Statement or Five Year Action Plan) or change in use of replacement reserve funds

POLICIES

- Changes to rent or admissions policies or organization of the waiting list

An exception to the above definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant amendments by HUD.

ATTACHMENT C

**COMMENTS OF RESIDENT ADVISORY BOARD
PUBLIC HOUSING AGENCY PLANS**

Date: **October 11, 2007 9:00 A.M.**

Location: Boswell Conference Room—111 South Adams Street

Present: Board: President: Pat Jackson; Vice-President: Betty Wilson, Becky Harris, Treasurer; Linda Allen, Secretary; Shirley Oliver, member at large; Nannie Keene, and Flora Householder (see attached sign-in sheet)

Staff: Bobbie Jarrett, Executive Director; Tina Belcher, Administrative Assistant

Ms. Jarrett reviewed with the Board the revised sections of the Public Housing Agency Plans, namely, Admissions and Continued Occupancy Policy; Section 8 Administration Plan; PHA Plans Template; FFY 2008 Capital Fund Program Annual Statement; FFY **2006** and FFY **2007** Performance and Evaluation Report; and Capital Fund Program Five-Year Action Plan and Project Based Accounting (AMPs)

During the review, the Board members provided the following input:

<i>Page # and Item</i>	<i>Comment from Board Member</i>	<i>HA Response</i>
	AMP KY012000001 - When are the 1 BR units Madison going to get storage buildings?	Executive Director informed the Board – not enough room to install due to zoning regulations
	AMP KY 012000002 - D& I and Fagan would like signs identifying the development	Executive Director said she would look into this
	AMP KY012000002 -Elderly 1 BR Units-D & I, & Fagan-Air Conditioners do not circulate the air to the bedrooms and bathrooms. Theses rooms stay hot. Need to be cleaned	Executive Director will get with the maintenance staff to check on various circulation cures. Will clean air conditioners semi-annually.
	AMP KY012000002 - Dixon & Ingram still having sewer problems	Executive Director informed Board that a new sewer will be looked at if any extra money in CFP 107
	AMP KY012000002 - Fagan Square-Kids jumping fence behind buildings	Executive Director-Will look at raising the fence to deter the traffic.
	AMP KY012000002 - 840 N. Adams would like a new bench in the bust stop	Executive Director responded that she will look into getting it replaced
	AMP KY012000002 - 840 N. Adams would like the light poles painted due to rust	Executive Director will get the poles painted
	AMP KY012000002 - D&I would like the roses pruned due to safety issues.	Executive Director responded that this will be taken care of

<i>Page # and Item</i>	<i>Comment from Board Member</i>	<i>HA Response</i>
	AMP KY012000002- D&I would like lights replace for safety	Executive Director will make sure the lights are replaced
	HA-wide:	Reviewed the changes and added policies of the ACOP and the Section 8 Administrative Plan.
		Executive Director advised board members of the homeownership program
		Executive Director advised board members that cost savings measures were successful. New AMP procedures were reviewed.
	Resident Advisory Board - Members asked that they receive more training	Executive Director responded that she will try to locate some good in-state training for them to attend.
Template, 5 Year Plan		
Template, Annual 2008 Streamline Plan		
Capital Fund Program Table (ky012d01)		
Misc.		

**COMMENTS OF PUBLIC HEARING FOR
PUBLIC HOUSING AGENCY PLAN 2008**

Date: **December 17, 2007 @ 11:00 a.m.**
 Location: Boswell Conference Room—111 South Adams Street
 Present: Board: President: Pat Jackson; Vice-President: Betty Wilson, Becky Harris, Treasurer; Linda Allen, Secretary; Shirley Oliver, member at large; Nannie Keene, Barbara Pruitt, Sue Scott, and Flora Householder (see attached sign-in sheet)
 Board of Commissioners: Hallie Folz, Chairperson; Luther Duncan, Vice-Chairperson; Thomas Platt, Holly Vincent, Keith Utley, and Willie Ballard
 Staff: Bobbie Jarrett, Executive Director; Tina Belcher, Administrative Assistant

Ms. Jarrett reviewed with the Board the revised sections of the Public Housing Agency Plans, namely the FFY 2006 and FFY 2007 Performance and Evaluation Report; and Capital Fund Program Five-Year Action Plan and Project Based Accounting (AMPs) Line Items. The actual Agency Plan has been previously reviewed by all present during Board of Commissioners Meeting and RAB Board Meeting and nothing has been updated in regard to it.

During the review, the Commissioners and RAB Board members provided the following input:

<i>Page # and Item</i>	<i>Comment from Board Member</i>	<i>HA Response</i>
	AMP KY012000001- Are the family units all going to be tiled when become vacant?	Executive Director stated that all family units will be tiled downstairs when vacant. Residents can purchase their own carpet if they want.
	AMP KY 012000002- 840 North Adams wants to know if bathroom remodeling is going to continue.	Executive Director said the PHA is still trying to remodel 5 units per year – No tubs upstairs.
	AMP KY012000002 - Elderly 1 BR Units-D & I, & Fagan-Air Conditioners still do not circulate the air to the bedrooms and bathrooms. Theses rooms stay hot.	Executive stated that ceiling fans and a through the wall fan will be installed in a vacant to test as a prototype along with semi-annual cleanings.
	AMP KY012000002 – 840 Stairwell Lights are flickering	Executive Director told member she would report this in a work order.
	AMP KY012000002- Fagan Square-Will they get outbuildings?	Executive Director-Zoning will not allow this due to proximity to buildings.
	AMP KY012000002- Fagan- Trees behind property on neighbor’s property need to be cut down due to being dangerous.	Executive Director responded that she has talked to the Henderson Codes Dept about this issue and that the residents should also call.

<i>Page # and Item</i>	<i>Comment from Board Member</i>	<i>HA Response</i>
	AMP KY012000002- D & I mailboxes at 452 are not large enough.	Executive Director responded that we will not be replacing at this time.
	AMP KY012000002- D&I would like lights replace for safety	Executive Director will make sure the lights are replaced. They are on order. Will be replaced in the spring. Flowers have been pruned as requested.
	HA-wide:	
	Can Doorbells be installed?	Executive Director advised that doorbells are installed for the hard of hearing on an as requested basis.
	Sidewalks need Wheelchair ramps.	Executive Director informed questioner that the sidewalks are the City of Henderson's property but that every effort is made to provide ramps as necessary. The Housing Authority can meet with the City to address the need.
Template, 5 Year Plan		
Template, Annual 2008 Streamline Plan		
Capital Fund Program Table (ky012d01)		
Misc.		Resident loved the Cabell-Platt medical facility.
		Overall residents very happy with the Housing Authority.

BOARD OF COMMISSIONERS**Original
Appointment****Term Expires**

Ms. Hallie M. Folz (R)
842 Cherokee Rd.
Henderson, KY 42420

5/8/90

9/30/2008

Mr. Luther Duncan, Jr. (D)
2348 Cobblestone
Henderson, KY 42420

2/12/80

9/30/2007

Mr. Thomas Platt (D)
400 S. Ingram Street
Henderson, KY 42420

11/24/92

9/30/2010

Mrs. Holly Vincent
1132 Deer Lane
Henderson, KY 42420

08/28/07

9/30/2009

The Honorable Thomas Davis
Mayor of Henderson
31 North Green Street
Henderson, Ky 42420

01/01/2006

01/01/2010

Mayor Tom Davis
City of Henderson
PO Box 716
Henderson, KY 42420

Ms. Willie Ballard
Chairperson, Resident Advisory Bd.

8/31/2005

9/30/2008

The Hon. Keith Utley, Housing Authority Attorney
304 First Street
Henderson, KY 42420

RESIDENT ADVISORY BOARD**Chairperson**

Pat Jackson

424-C Fagan Sq. Henderson, KY 42420

Vice Chairperson

Betty Wilson

303 Fagan St., Henderson, KY 42420

Treasurer

Becky Harris

20-B Lawndale Apts., Henderson, KY 42420

Secretary

Linda Allen

840 N. Adams Apt 147, Henderson, KY 42420

Member at Large

Nannie Keene

840 N. Adams St. Apt 201, Henderson, KY 42420

Members

Sue Scott

840 N. Adams St. Apt 236, Henderson, KY 42420

Shirley Oliver

21-A Lawndale Apts., Henderson, KY 42420

Barbara Pruitt

450-F Dr. M.L. King, Jr. Ave. Henderson, KY 42420

Member S8

Flora Householder

1303 Washington St Apt 3-A Henderson, KY 42420

ATTACHMENT D

Ky012d01 capital fund tables

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Henderson		Grant Type and Number Capital Fund Program Grant No: KY36P01250106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 2) <input type="checkbox"/> Performance and Evaluation Report for Period Ending <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	142,136	142,136	142,136.00	142,136.00
3	1408 Management Improvements	20,975	26,000	26,000.00	26,000.00
4	1410 Administration	71,068	71,068	71,068.00	71,068.00
5	1411 Audit	1,200	1,200	1,200.00	1,200.00
6	1415 Liquidated Damages	0	0	.00	.00
7	1430 Fees and Costs	6,200	7,000	7,000.00	7,000.00
8	1440 Site Acquisition	0	0	.00	.00
9	1450 Site Improvement	9,000	23,117	23,117.00	23,117.00
10	1460 Dwelling Structures	402,776	346,223	346,223.08	346,223.08
11	1465.1 Dwelling Equipment—Nonexpendable	0	4,770	4,770.00	4,770.00
12	1470 Non-dwelling Structures	0	16,292	16,291.97	16,291.97
13	1475 Non-dwelling Equipment	54,324	72,821	72,821.00	72,821.00
14	1485 Demolition	0	0		
15	1490 Replacement Reserve	0	0		
16	1492 Moving to Work Demonstration	0	0		
17	1495.1 Relocation Costs	3,000	52	51.95	51.95
18	1499 Development Activities	0	0		
19	1501 Collateralization or Debt Service	0	0		
20	1502 Contingency	0	0		
21	Amount of Annual Grant: (sum of lines 2 – 20)	710,679	710,679	710,679.00	710,679.00
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	112,500	113,098	113,098.13	113,098.13

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Housing Authority of Henderson			Grant Type and Number Capital Fund Program Grant No: KY36P01250106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
KY012-1/Lawndale	(1) Storage Building, build	1460	38 units	80,000	51,056	51,055.29	51,055.29	Completed
	(2) Phone Cable, run	1460	10 units	9,641	7,000	7,000.30	7,000.30	Completed
	(3) Air Conditioner-Maintenance Shop-replace	1470	1 unit	4,000	3,994	3,994.00	3,994.00	Completed
	SUBTOTAL			93,641	62,050	62,049.59	62,049.59	
KY012-2/Dixon	(1) Phone Cable, run	1460	5 units	7,000	8,505	8,505.01	8,505.01	Completed
	(2) Electric Meters, replace	1460	66 units	3,500	2,039	2,038.74	2,038.74	Completed
	(3) Hot Water Heaters-convert to electric	1460	66 units	37,010	37,001	37,001.34	37,001.34	Completed
	(4)12-2 Floor Tile- install	1460		0	481	480.07	480.07	Completed
	(5) Barret Air Conditioner-replace	1470	1 unit	0	6,354	6,354.32	6,354.32	Completed
	(6) Dixon Hall Air Conditioner- replace	1470	1 unit	0	2,344	2,344.00	2,344.00	Completed
	(7) Cabell-Platt Air Conditioner- replace	1470	1 unit	0	3,600	3,599.65	3,599.65	Completed
	SUBTOTAL			47,510	60,324	60,323.13	60,323.13	
KY012-3 Sites	1) Transform 0 BR to 2 BR	1460	1 bldg	17,600	17,600	17,599.46	17,599.46	Completed
	(2) 1 BR Bathrooms, remodel	1460	7 units	94,110	94,108	94,108.31	94,108.31	Completed
	(3) Phone Cable, run	1460	7 units	5,820	1,995	1,994.80	1,994.80	Completed

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Housing Authority of Henderson		Grant Type and Number Capital Fund Program Grant No: KY36P01250106 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
KY012-3 Sites	(4) Interior Doors, replace	1460	7 units	2,880	2,873	2,872.71	2,872.71	Completed
Continued	(5) Washer Boxes, replace	1460	7 units	560	557	556.56	556.56	Completed
	(6) Dryer Vents, replace	1460	7 units	230	221	220.92	220.92	Completed
	(7) Baseboard Heaters, replace	1460	7 units	0	0	0	0	Deleted
	(8) Air Conditioners at Madison, 8 th St -3 BR and 0 BR-replace	1460	21 units	46,400	42,573	42,572.95	42,572.95	Completed
	(9) Heaters at Madison, replace	1460	21 units	24,000	15,693	15,692.78	15,692.78	Completed
	(10) Storage Building-1 BR at 8 th St, build	1460	6 units	18,000	0	0	0	Deleted
	(11) Baseboard Heaters at Fagan- install	1460	4 units	0	0	0	0	Deleted
	(12) Porch Posts-8 th & Adams-wrap	1460	8 units	0	0	0	0	Deleted
	(13) Drainage ditch-8 th -Reconstruct	1450		5,000	19,000	19,000.66	19,000.66	Completed
	(14) 12-3 Wrap Doors-8 th St- Madison-Replace	1460	22 units	0	5,400	5,400.56	5,400.56	Completed
	SUBTOTAL			214,600	200,020	200,019.71	200,019.71	
KY012-4/840 North Adams	1) Baseboards, install	1460	10 units	3,000	7,448	7,448.86	7,448.86	Completed
	(2) Mailboxes-Replace	1460	99 units	4,025	4,735	4,734.52	4,734.52	Completed
	(3) Structural Repair	1460	10 bldgs	0	7,663	7,663.50	7,663.50	Completed
	(4) Refrigerators-Replace	1465	10 units	0	4,770	4,770.00	4,770.00	Completed
	SUBTOTAL			7,025	24,616	24,616.88	24,616.88	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Housing Authority of Henderson		Grant Type and Number Capital Fund Program Grant No: KY36P01250106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA WIDE	(1) Operations	1406		142,136	142,136	142,136.00	142,136.00	Completed
	(2) Management Improvement	1408		20,975	26,000	26,000.00	26,000.00	Completed
	(3) Administration	1410		71,068	71,068	71,068.00	71,068.00	Completed
	(4) Audit	1411		1,200	1,200	1,200.00	1,200.00	Completed
	(5) Fees and Costs	1430		1,200	1,716	1,716.00	1,716.00	Completed
	(6) A & E	1430		5,000	5,284	5,284.00	5,284.00	Completed
	(7) Landscaping	1450		2,000	2,757	2,756.95	2,756.95	Completed
	(8) Sidewalk, replace	1450		2,000	1,360	1,359.39	1,359.39	Completed
	(9) Painting & Restoration	1460		25,000	16,640	16,640.75	16,640.75	Completed
	(10) Carpet, replace	1460		15,000	21,500	21,500.65	21,500.65	Completed
	(11) Termite Repair	1460		5,000	1,135	1,135.00	1,135.00	Completed
	(12) Equipment	1475		54,324	72,821	72,821.00	72,821.00	Completed
	(13) Relocation	1495		3,000	52	51.95	51.95	Completed
	SUBTOTAL			347,903	363,669	363,669.69	363,669.69	
	TOTAL CFP ESTIMATE COST			710,679	710,679	710,679	710,679	

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Henderson			Grant Type and Number Capital Fund Program Grant No: KY36P01250107 Replacement Housing Factor Grant No:		Federal FY of Grant: 2007
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	138,750			
3	1408 Management Improvements	25,000			
4	1410 Administration	69,375		2,544.87	2,544.87
5	1411 Audit	1,200			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	7,000		3,646.00	3,646.00
8	1440 Site Acquisition				
9	1450 Site Improvement	5,800		7,979.96	7,979.96
10	1460 Dwelling Structures	315,814		64,220.04	64,220.04
11	1465.1 Dwelling Equipment—Nonexpendable	55,000			
12	1470 Non-dwelling Structures	42,025			
13	1475 Non-dwelling Equipment	32,785			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	1,000			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	693,749		78,390.87	78,390.87
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	51,590			
26	Amount of line 21 Related to Energy Conservation Measures	175,404			

ATTACHMENT E

VIOLENCE AGAINST WOMEN ACT (VAWA) POLICY

I. PURPOSE AND APPLICABILITY

The purpose of this policy (herein called “Policy”) is to implement the applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162) and more generally to set forth PHA’s policies and procedures regarding domestic violence, dating violence, and stalking, as hereinafter defined.

This Policy shall be applicable to the administration by the Housing Authority of Henderson of all federally subsidized public housing and Section 8 rental assistance under the United States Housing Act of 1937 (42 U.S.C. §1437 *et seq.*). Notwithstanding its title, this policy is gender-neutral, and its protections are available to males who are victims of domestic violence, dating violence, or stalking as well as female victims of such violence.

II. GOALS AND OBJECTIVES

This Policy has the following principal goals and objectives:

- A. Maintaining compliance with all applicable legal requirements imposed by VAWA;
- B. Ensuring the physical safety of victims of actual or threatened domestic violence, dating violence, or stalking who are assisted by PHA;
- C. Providing and maintaining housing opportunities for victims of domestic violence dating violence, or stalking;
- D. Creating and maintaining collaborative arrangements between PHA, law enforcement authorities, victim service providers, and others to promote the safety and well-being of victims of actual and threatened domestic violence, dating violence and stalking, who are assisted by HA; and
- E. Taking appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting individuals assisted by PHA.

III. Other PHA Policies and Procedures

This Policy shall be referenced in and attached to PHA's Five-Year Public Housing Agency Plan and shall be incorporated in and made a part of PHA's Admissions and Continued Occupancy Policy and Section Administrative Policy.

To the extent any provision of this policy shall vary or contradict any previously adopted policy or procedure of PHA, the provisions of this Policy shall prevail.

IV. DEFINITIONS

As used in this Policy:

A. **Domestic Violence** – The term 'domestic violence' includes felony or misdemeanor crimes of 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 cohabiting with or has cohabited 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 person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction."

B. **Dating Violence** – means violence committed by a person—

- (1) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (2) where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - (a) The length of the relationship.
 - (b) The type of relationship.
 - (c) The frequency of interaction between the persons involved in the relationship.

C. **Stalking** – means –

- (1) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and (ii) to place under surveillance with the intent to kill, injure, harass or intimidate another person; and
- (2) 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 –
 - (a) that person;
 - (b) a member of the immediate family of that person; or
 - (c) the spouse or intimate partner of that person;

- D. **Immediate Family Member** - means, with respect to a person –
- (1) a spouse, parent, brother, sister, or child of that person, or an individual to whom that person stands in loco parentis; or
 - (2) any other person living in the household of that person and related to that person by blood or marriage.
- E. **Perpetrator** – means person who commits an act of domestic violence, dating violence or stalking against a victim.

V. ADMISSIONS AND SCREENING

Non-Denial of Assistance. PHA will not deny admission to Public Housing or to the Section 8 rental assistance program to any person because that person is or has been a victim of domestic violence, dating violence, or stalking, provided that such person is otherwise qualified for such admission.

VI. TERMINATION OF TENANCY OR ASSISTANCE

- A. **VAWA Protections.** Under VAWA, Public Housing residents and persons assisted under the Section 8 rental assistance program have the following specific protections, which will be observed by PHA:
1. An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be considered to be a “serious or repeated” violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of or assistance to the victim of that violence.
 2. In addition to the foregoing, tenancy or assistance will not be terminated by PHA as a result of criminal activity, if that criminal activity is directly related to domestic violence, dating violence or stalking engaged in by a member of the assisted household, a guest or another person under the tenant’s control, and the tenant or an immediate family member is the victim or threatened victim of this criminal activity. However, the protection against termination of tenancy or assistance described in this paragraph is subject to the following limitations:
 - (a) Nothing contained in this paragraph shall limit any otherwise available authority of PHA or a Section 8 owner or manager to terminate tenancy, evict, or to terminate assistance, as the case may be, for any violation of a lease or program requirement not premised on the act or acts of domestic violence, dating violence, or stalking in question against the tenant or a member of the tenant’s household. However, in taking any such action, neither PHA nor a Section 8 manager or owner may apply a more demanding standard to the victim of domestic violence dating violence or stalking than that applied to other tenants.

- (b) Nothing contained in this paragraph shall be construed to limit the authority of PHA or a Section 8 owner or manager to evict or terminate from assistance any tenant or lawful applicant if the owner, manager or PHA, as the case may be, can demonstrate an actual and imminent threat to other tenants or to those employed at or providing service to the property, if the tenant is not evicted or terminated from assistance.
- (c) The PHA may evict if the perpetrator, after being barred from said property, returns and cohabitates with the victim regardless of whether or not there are future acts of acts of domestic violence.

C. **Removal of Perpetrator.** Further, notwithstanding anything in paragraph VI.A.2. or Federal, State or local law to the contrary, PHA or a Section 8 owner or manager, as the case may be, may bifurcate a lease, or remove a household member from a lease, without regard to whether a household member is a signatory to a lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in acts of physical violence against family members or others. Such action against the perpetrator of such physical violence may be taken without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also the tenant or a lawful occupant. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by law applicable to terminations of tenancy and evictions by PHA. Leases used for all public housing operated by PHA and, at the option of Section 8 owners or managers, leases for dwelling units occupied by families assisted with Section 8 rental assistance administered by PHA, shall contain provisions setting forth the substance of this paragraph.

VII. VERIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING

A. **Requirement for Verification.** The law allows, but does not require, PHA or a Section 8 owner or manager to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in this policy. Subject only to waiver as provided in paragraph VII. C., PHA shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by PHA. Section 8 owners or managers receiving rental assistance administered by PHA may elect to require verification, or not to require it as permitted under applicable law.

Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence or stalking may be accomplished in one of the following three ways:

- (1) **HUD-approved form** - by providing to PHA or to the requesting Section 8 owner or manager a written certification, on a form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator. (**Exhibit C – Admin or Appendix II - ACOP**)
 - (2) **Other documentation** - by providing to PHA or to the requesting Section 8 owner or manager documentation signed by 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 the domestic violence, dating violence or stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.
 - (3) **Police or court record** – by providing to PHA or to the requesting Section 8 owner or manager a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.
- B. **Time allowed to provide verification/ failure to provide.** An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence or stalking, and who is requested by PHA, or a Section 8 owner or manager to provide verification, must provide such verification within 14 business days (*i.e.*, 14 calendar days, excluding Saturdays, Sundays, and federally-recognized holidays) after receipt of the request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.
- C. **Waiver of verification requirement.** The Executive Director of PHA, or a Section 8 owner or manager, may, with respect to any specific case, waive the above-stated requirements for verification and provide the benefits of this policy based on the victim's statement or other corroborating evidence. Such waiver may be granted in the sole discretion of the Executive Director, owner or manager. Any such waiver must be in writing. Waiver in a particular instance or instances shall not operate as precedent for, or create any right to, waiver in any other case or cases, regardless of similarity in circumstances.

VIII. CONFIDENTIALITY

A. **Right of confidentiality.** All information (including the fact that an individual is a victim of domestic violence, dating violence or stalking) provided to PHA or to a Section 8 owner or manager in connection with a verification required under section VII of this policy or provided in lieu of such verification where a waiver of verification is granted, shall be retained by the receiving party in confidence and shall neither be entered in any shared database nor provided to any related entity, except where disclosure is:

- (1) requested or consented to by the individual in writing, or
- (2) required for use in a Public Housing eviction proceeding or in connection with termination of Section 8 assistance, as permitted in VAWA, or
- (3) otherwise required by applicable law.

B. **Notification of rights.** All tenants of public housing and tenants participating in the Section 8 rental assistance program administered by PHA shall be notified in writing concerning their right to confidentiality and the limits on such rights to confidentiality.

IX. TRANSFER TO NEW RESIDENCE

No right to transfer. PHA will make every effort to accommodate requests for transfer when suitable alternative vacant units are available and the circumstances warrant such action. However, except with respect to portability of Section 8 assistance as provided in paragraph XI below the decision to grant or refuse to grant a transfer shall lie within the sole discretion of PHA, and this policy does not create any right on the part of any applicant to be granted a transfer.

XI. RELATIONSHIPS WITH SERVICE PROVIDERS

It is the policy of PHA to cooperate with organizations and entities, both private and governmental that provides shelter and/or services to victims of domestic violence. If PHA staff become aware that an individual assisted by PHA is a victim of domestic violence, dating violence or stalking, PHA will refer the victim to such providers of shelter or services as appropriate. Notwithstanding the foregoing, this Policy does not create any legal obligation requiring PHA either to maintain a relationship with any particular provider of shelter or services to victims of domestic violence or to make a referral in any particular case.

XII. NOTIFICATION

PHA shall provide written notification to applicants, tenants, and Section 8 owners and managers, concerning the rights and obligations created under VAWA relating to confidentiality, denial of assistance and, termination of tenancy or assistance.

XIII. RELATIONSHIP WITH OTHER APPLICABLE LAWS

Neither VAWA nor this Policy implementing it shall preempt or supersede any provision of Federal, State or local law that provides greater protection than that provided under VAWA for victims of domestic violence, dating violence or stalking.

XIV. AMENDMENT

PHA may amend this policy from time to time as approved by the PHA Board of Commissioners

CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING

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

MB Approval No. 2577-0249
Exp. (05/31/2007)

Public reporting burden for this collection of information is estimated to average 1 hour per response. This includes the time for collecting, reviewing, and reporting the data. Information provided is to be used by PHAs and Section 8 owners or managers to request a tenant to certify that the individual is a victim of domestic violence, dating violence or stalking. The information is subject to the confidentiality requirements of the HUD Reform Legislation. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number.

Purpose of Form: The Violence Against Women and Justice Department Reauthorization Act of 2005 protects qualified tenants and family members of tenants who are victims of domestic violence, dating violence, or stalking from being evicted or terminated from housing assistance based on acts of such violence against them.

Use of Form: A family member must complete and submit this certification, or the information that may be provided in lieu of the certification, within 14 business days of receiving the written request for this certification by the PHA, owner or manager. The certification or alternate documentation must be returned to the person and address specified in the written request for the certification. If the family member has not provided the requested certification or the information that may be provided in lieu of the certification by the 14th business day or any extension of the date provided by the PHA, manager and owner, none of the protections afforded to victims of domestic violence, dating violence or stalking (collectively "domestic violence") under the Section 8 or public housing programs apply.

Note that a family member may provide, in lieu of this certification (or in addition to it):

- (1) A Federal, State, tribal, territorial, or local police or court record; or
- (2) Documentation signed by 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 abuse, in which the professional attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation.

TO BE COMPLETED BY THE VICTIM OF DOMESTIC VIOLENCE:

Date Written Request Received By Family Member: _____

Name of the Victim of Domestic Violence:

Name(s) of other family members listed on the lease

Name of the abuser:

Relationship to Victim: _____

Date the incident of domestic violence occurred: _____

Time: _____

Location of Incident: _____