OMB Approval No: 2577-0226
Expires: 08/31/2009

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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009
Annual Plan for Fiscal Year 2008

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

PHA Plan
Agency Identification

PHA Name: PORT HURON HOUSING COMMISSION

PHA Number: MI 039

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: 443 Number of S8 units: Number of public housing units:
Number of S8 units: 578

☐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:				

Public Access to Information

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices
☐ Main administrative office of the local government
☐ Main administrative office of the County government
☐ Main administrative office of the State government
☐ Public library

☐ PHA website
☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)
☒ Main business office of the PHA
☐ PHA development management offices
☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 20 - 20
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☐ The PHA's mission is: (state mission here)

B. Goals

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

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

☐ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
- ☐ Reduce public housing vacancies:
- ☐ Leverage private or other public funds to create additional housing opportunities:
- ☐ Acquire or build units or developments
- ☐ Other (list below)

☐ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☐ Improve public housing management: (PHAS score)
- ☐ Improve voucher management: (SEMAP score)
- ☐ Increase customer satisfaction:
- ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☐ Renovate or modernize public housing units:

- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

☐ PHA Goal: Increase assisted housing choices
Objectives:

- ☐ Provide voucher mobility counseling:
- ☐ Conduct outreach efforts to potential voucher landlords
- ☐ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

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

☐ PHA Goal: Provide an improved living environment Objectives:

- ☐ Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

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

☐ PHA Goal: Promote self-sufficiency and asset development of assisted households Objectives:

- ☐ Increase the number and percentage of employed persons in assisted families:
- ☐ Provide or attract supportive services to improve assistance recipients' employability:

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

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

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2008
[24 CFR Part 903.7]

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Port Huron Housing Commission's Annual Plan consists of minor changes to our existing policies as well as the addition of eight new policies to be implemented in the upcoming year. All changes and the additions were discussed and approved by our Board of Commissioners, Resident Advisory Board, and passed all Public Hearing comment periods. Certification has been given by the City of Port Huron that with the planned changes, our Annual Plan remains consistent with the Consolidated Plan.

In summary, eight (8) new policies have been developed and approved. The new policies are as follows:

1. **Antenna Installation Policy – This policy was created to ensure compliance with the Federal Communications Commission's regulations as well as for safety purposes and the prevention of damaged to Port Huron Housing Commission property.**

2. **Expenditure Policy – This policy was adopted to assure that all expenditures are controlled, approved and deemed necessary in the normal performance of business.**

3. **Financial Reporting Policy – This policy provides for financial reporting requirements and duties related to those staff persons responsible for financial reporting.**

4. **Internal Control Policy – This policy refers to the methods and procedures that will be adopted to provide reasonable assurance and objectives in the areas of safeguarding assets, ensuring**

validity of financial records and reports, promoting adherence to policies and procedure, and promoting the effectiveness and efficiency of operations.

5. **Payroll Policy – This policy was created to address the monitoring of the many procedures related to the payroll process and to ensure adherence to all State and Federal Laws, as well as internal policy.**

6. **Pest Management Policy – This policy was created as a part of a comprehensive Integrated Pest Management (IPM) Program for the properties owned and operated by the Port Huron Housing Commission.**

7. **Property and Equipment Policy – This policy was adopted to safeguard and exercise control over the assets of property and equipment owned by the Port Huron Housing Commission.**

8. **Section 3 Policy – This policy has been adopted to ensure that employment and other economic and business opportunities generated by HUD, and administered through the Port Huron Housing Commission are directed, to the greatest extent feasible, to Public Housing residents and other low-income persons.**

This plan continues the same goals and objectives set for our five year plan of 2005-2009, with no revisions. Substantial progress on achieving these goals was noted at the Annual Strategic Planning Session.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments	

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a**SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

A	Admissions Policy for De-concentration	57
B	FY 2008 Capital Fund Program Annual Statement	59
N/A	Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)	
C	List of Resident Advisory Board Members	63
D	List of Resident Board Member	64
E	Community Service Description of Implementation	65
F	Information on Pet Policy	68
N/A	Section 8 Homeownership Capacity Statement, if applicable	
N/A	Description of Homeownership Programs, if applicable	

G	Progress Report on 5 Year Plan Goals	74
H	Voluntary Conversion	80

Optional Attachments:

N/A	PHA Management Organizational Chart	
I	FY 2005 Capital Fund Program 5 Year Action Plan	81
N/A	Public Housing Drug Elimination Program (PHDEP) Plan	
N/A	Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)	
☒	Other (List below, providing each attachment name)	
J	FY 2005 CFP Annual Statement – Final	89
K	FY 2006 CFP Annual Statement – Final	92
L	FY 2007 CFP Annual Statement – Final	96
M	VAWA – 5 Year Annual Plan Attachment	101
N	CAPITAL FUND FINANCING PROGRAM - BORROWING ANALYSIS (separate file submission attachment) (2008 MI039 Port Huron CAP Funds Update.xls)	

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
	Public Housing Admissions and (Continued)	Annual Plan: Eligibility,

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required de-concentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☐ 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 ☐ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent,	Annual Plan: Capital

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Accessi-bility	Size	Location
Income <= 30% of AMI	**1996**	**5**	**5**	**1**	**1**	**1**	**1**
Income >30% but <=50% of AMI	**1108**	**3**	**3**	**1**	**1**	**1**	**1**
Income >50% but <80% of AMI	**1148**	**3**	**3**	**1**	**1**	**1**	**1**
Elderly	**971**	**4**	**1**	**1**	**1**	**1**	**1**
Families with Disabilities	**668**	**3**	**2**	**2**	**2**	**2**	**2**
Race/Ethnicity - White	**1410**	**3**	**2**	**2**	**2**	**2**	**2**
Race/Ethnicity - Black	**507**	**3**	**2**	**2**	**2**	**2**	**2**
Race/Ethnicity - Hispanic	**64**	**3**	**2**	**2**	**2**	**2**	**2**
Race/Ethnicity - other	**21**	**3**	**2**	**2**	**2**	**2**	**2**

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

☒ Consolidated Plan of the Jurisdiction/s
Indicate year: **2005-2009**

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s**. Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

PUBLIC HOUSING PROGRAM

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☒ Public Housing ☐ Combined Section 8 and Public Housing ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	541		94
Extremely low income (<=30% AMI)	525	97%	
Very low income (>30% but <=50% AMI)	16	3%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	291	54%	
Elderly families	21	4%	
Families with disabilities	80	15%	
Race – White	382	71%	
Race - Black/African American	126	23%	
Race - Amer Ind/Alaskan Native	10	2%	
Race – Asian	0	0%	
Race - Nat. Hawaiian/Pacific Isdr	2	0%	
Race - Not Indicated	21	4%	
Ethnic- Hispanic	27	5%	
Non-Ethnic	514	95%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	249	46%	50
2 BR	244	45%	34
3 BR	36	7%	35
4 BR	3	1%	14
5 BR	8	1%	0
5+ BR	0	0%	0

Housing Needs of Families on the Waiting List
Is the waiting list closed (select one)? ☒ No ☐ Yes If yes: How long has it been closed (# of months)? **N/A** Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☒ Yes, (Medicaid Waiver Household referrals)

SECTION 8 PROGRAM

Housing Needs of Families on the Waiting List

Waiting list type: (select one)
☒ Section 8 tenant-based assistance
☐ Public Housing
☐ Combined Section 8 and Public Housing
☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	163		31
Extremely low income (<=30% AMI)	160	98%	
Very low income (>30% but <=50% AMI)	3	2%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	119	73%	
Elderly families	19	12%	
Families with disabilities	44	27%	
Race – White	92	56%	
Race - Black/African American	70	43%	
Race - Amer Ind/Alaskan Native	0	0%	
Race – Nat. Hawaiian/Pacific Islander	0	0%	
Race – Asian	0	0%	
Race - Not Indicated	3	2%	
Ethnic- Hispanic	3	2%	
Non-Ethnic	160	98%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			

Housing Needs of Families on the Waiting List			
4 BR			
5 BR			
5+ BR			

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

If yes:

How long has it been closed (# of months)? **36 months**

Does the PHA expect to reopen the list in the PHA Plan year? **Not in the up coming Plan year, for one (1) day on 4/19/08.**

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☒ Yes **Medicaid Waiver Household Referrals and Residents of Public Housing who are victims of certain crimes.**

C. Strategy for Addressing Needs

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

Due to the fact that our waiting list represents over 97% of the very low income families, the Port Huron Housing Commission will target higher income families in order to accomplish de-concentration.

We still continue to find lack interest by elderly families due to the high concentration of those with disabilities. With 2 of 2 of our villages designated as "elderly only", we will continue promote these sites to try to assist more of the 23% of the elderly in need according to the City's Consolidated Housing Needs Table.

Please refer to the following pages for strategies selected.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
☒ Reduce turnover time for vacated public housing units
☒ Reduce time to renovate public housing units
☐ Seek replacement of public housing units lost to the inventory through mixed finance development
☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

☐ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:
Select all that apply

☒ Apply for additional section 8 units should they become available
☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI
Select all that apply

☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
☐ Employ admissions preferences aimed at families with economic hardships
☐ Adopt rent policies to support and encourage work
☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

☒ Employ admissions preferences aimed at families who are working
☒ Adopt rent policies to support and encourage work
☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

☐ Seek designation of public housing for the elderly
☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
☒ Other: (list below)

*** Promote our designated elderly sites**
*** Employ admissions preferences for referrals of Medicaid Waiver Families**

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

☐ Seek designation of public housing for families with disabilities
☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
☒ Affirmatively market to local non-profit agencies that assist families with disabilities
☒ Other: (list below)

***Employ admissions preferences for referrals of Medicaid Waiver Families**

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:
Select if applicable

☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies
Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

☒ Funding constraints
☒ Staffing constraints
☐ Limited availability of sites for assisted housing
☒ Extent to which particular housing needs are met by other organizations in the community
☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
☒ Influence of the housing market on PHA programs
☐ Community priorities regarding housing assistance
☐ Results of consultation with local or state government
☒ Results of consultation with residents and the Resident Advisory Board
☒ Results of consultation with advocacy groups
☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]
List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. Federal Grants (FY 2008)		

a) Public Housing Operating Fund	$1,398,462	
b) Public Housing Capital Fund 2008 Estimate	$747,870	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	$3,321,579	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	$249,000	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (List Below)		
2. Prior Year Federal Grants (un-obligated funds only) (list below)		
2006 Capital Fund MI28P03650106 2007 Capital Fund MI28P03650107	$134,397 $654,879	Capital Improvements Capital Improvements
3. Public Housing Dwelling Rental Income	$807,530	Public Housing Operations
4. Other Income (list below)		
Excess Utilities	$8,100	Public Housing Operations
4. Non-federal sources (list below)		
Interest Income	$50,000	Public Housing Operations
Total Resources	$7,371,817	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)

☒ When families are within a certain time of being offered a unit: (state time)

w/in approximately 2 months

☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

☒ Criminal or Drug-related activity

☒ Rental history

☒ Housekeeping

☐ Other (describe)

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

☒ Community-wide list

☐ Sub-jurisdictional lists

☐ Site-based waiting lists

☐ Other (describe)

b. Where may interested persons apply for admission to public housing?
☒ PHA main administrative office
☐ PHA development site management office
☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

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

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)? If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
☒ One
☐ Two
☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)

☒ Emergencies
☒ Over-housed
☒ Under-housed
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☒ Resident choice: (state circumstances below)
☒ Other: (list below)

Except for those transfers that are considered to be of an urgent nature (ie, conditions posing and immediate threat to life, health or safety; over-crowding issues; emergency medical; etc…), transfers are housed at a ratio of one (1) transfer for every seven (7) new-admissions.

c. Preferences
1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

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

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

Other preferences: (select below)
☒ Working families and those unable to work because of age or disability

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

*** Elderly/disabled/w/dependents Preference**
*** "Olmstead" Preference – Medicaid Waiver referrals**

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

PLEASE NOTE:

The preferences employed through the Port Huron Housing Commission are assigned a point value, and an applicant can qualify can qualify for one or multiple of the preferences. Point values are assigned as follows:

4 Points - Elderly/Disable/w/Dependents Preference
3 Points - Working Family Preference
2 Points - Residency Preference
1 Point - Victims of Domestic Violence Preference
1 Point - Involuntarily Displaced Preference
1 Point - "Olmstead" (Medicaid Waiver) Preference
1 Point - Local Homeless Preference

With that being said, the preferences below are prioritized as instructed, starting with one (1) being the preference with the highest Priority (point value), two (2) being the preference with the 2nd highest Priority (point value) and so on, with date and time being given the lowest priority due to the fact that it is only considered as a determining factor among those applicants with the same number of preference points.

5 Date and Time used

Former Federal preferences:
4 Involuntary Displacement (Disaster, Government Action, Action of

Housing
Owner, Inaccessibility, Property Disposition)
4 Victims of domestic violence
Substandard housing
4 Homelessness
High rent burden

Other preferences (select all that apply)
2 Working families and those unable to work because of age or disability

☐ Veterans and veterans' families
3 Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
4 Victims of reprisals or hate crimes (Public Housing Resident Victims)
☒ Other preference(s) (list below)

4 "Olmstead" (Medicaid Waiver) Referral Preference
1 Elderly/Disabled/w/Dependents Preference

4. Relationship of preferences to income targeting requirements:
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)
☒ The PHA-resident lease
☒ The PHA's Admissions and (Continued) Occupancy policy
☒ PHA briefing seminars or written materials
☒ Other source (list)

*** Tenant Handbook**

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
☐ At an annual reexamination and lease renewal

☒ Any time family composition changes
☐ At family request for revision
☐ Other (list)

(6) De-concentration and Income Mixing

Pursuant to Notice 2001-4, the following questions have been disregarded. Please see Required Attachment A – "DE-CONCENTRATION AND INCOME MIXING", with the new questions.

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote de-concentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote de-concentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve de-concentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for de-concentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

☐ Additional affirmative marketing
☐ Actions to improve the marketability of certain developments

☐ Adoption or adjustment of ceiling rents for certain developments
☐ Adoption of rent incentives to encourage de-concentration of poverty and income-mixing
☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.
Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)
☒ Criminal or drug-related activity only to the extent required by law or regulation
☐ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☒ Other (list below)

Sex Offenders

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☐ Criminal or drug-related activity
☒ Other (describe below)

Upon request of a prospective landlord, we will provide information regarding a current program participant's current address, any previous known addresses, and/or landlord information that is documented in the tenant file.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

☒ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☐ Federal project-based certificate program
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

☒ PHA main administrative office
☐ Other (list below)

(3) Search Time

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

If yes, state circumstances below:

- **If a request is put in writing and efforts can be documented and if additional time can reasonably be expected to result in success.**

- **As a result of a reasonable accommodation request if the family includes a person with disabilities and the family requires an extension due to the disability.**

(4) Admissions Preferences

a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

☒ Working families and those unable to work because of age or disability

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

*** Elderly/disabled/w/dependents Preference**
*** "Olmstead" Preference – Medicaid Waiver referrals**

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

PLEASE NOTE:

The preferences employed through the Port Huron Housing Commission are assigned a point value, and an applicant can qualify can qualify for one or multiple of the preferences. Point values are assigned as follows:

4 Points - Elderly/Disable/w/Dependents Preference
3 Points - Working Family Preference
2 Points - Residency Preference
1 Point - Victims of Domestic Violence Preference
1 Point - Involuntarily Displaced Preference
1 Point - "Olmstead" (Medicaid Waiver) Preference
1 Point - Public Housing Resident Victims of Certain Crimes
1 Point - Local Homeless Preference

With that being said, the preferences below are prioritized as instructed, starting with one (1) being the preference with the highest Priority (point value), two (2) being the preference with the 2nd highest Priority (point value) and so on, with date and time being given the lowest priority due to the fact that it is only considered as a determining factor among those applicants with the same number of preference points.

5 Date and Time used

Former Federal preferences:

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

Other preferences (select all that apply)

2 Working families and those unable to work because of age or disability

☐ Veterans and veterans' families

3 Residents who live and/or work in the jurisdiction

☐ Those enrolled currently in educational, training, or upward mobility programs

☐ Households that contribute to meeting income goals (broad range of incomes)

☐ Households that contribute to meeting income requirements (targeting)

☐ Those previously enrolled in educational, training, or upward mobility programs

4 Victims of reprisals or hate crimes (Public Housing Resident Victims)

☒ Other preference(s) (list below)

4 "Olmstead" (Medicaid Waiver) Referral Preference
1 Elderly/Disabled/w/Dependents Preference

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

☒ Date and time of application

☐ Drawing (lottery) or other random choice technique

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

☒ This preference has previously been reviewed and approved by HUD

☐ The PHA requests approval for this preference through this PHA Plan

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

☐ The PHA applies preferences within income tiers

☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

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

☐ The Section 8 Administrative Plan

☐ Briefing sessions and written materials

☐ Other (list below)

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

☐ Through published notices
☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

2. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below**:**

Minimum Rent

The Port Huron Housing Commission has set the minimum rent at $50.00. However, if the family requests a hardship exemption, the Port Huron Housing Commission will suspend the minimum rent beginning the month following the family's request until the Housing Commission can determine whether the hardship exists and whether the hardship is of a temporary or long-term nature.

A hardship exists in the following circumstances:

(1) When the family has lost eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program, including a family that includes a member who is a NON-CITIZEN lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for title IV of the Personal Responsibility and Work Opportunity Act of 1996;

(2) When the family would be evicted because it is unable to pay the minimum rent;

(3) When the income of the family has decreased because of changed circumstances, including loss of employment; and

(4) When a death has occurred in the family.

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

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

☒ Yes for all developments
☐ Yes but only for some developments
☐ No

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

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

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

☐ Market comparability study
☐ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The “rental value” of the unit
☒ Other (list below)

The ceiling rents are adjusted to the same level required for flat rents under section 24 CFR 960.253(b).

f. Rent re-determinations:

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

☐ Never
☒ At family option

-**Anytime a household experiences an income decrease**
-**Anytime a household experiences a deduction increase**

☐ Any time the family experiences an income increase
☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
☒ Other (list below)

- Anytime a member is added to the unit
- Anytime a household member has left the unit

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

☐ The section 8 rent reasonableness study of comparable housing
☒ Survey of rents listed in local newspaper
☒ Survey of similar unassisted units in the neighborhood
☒ Other (list/describe below)

- Current income from rents
- The rental value of the unit and operating cost
- The number of residents participating in the current flat rent option

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

☐ At or above 90% but below100% of FMR
☒ 100% of FMR
☐ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

☒ Annually
☐ Other (list below)

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

☒ Success rates of assisted families
☒ Rent burdens of assisted families
☒ Other (list below)

- Funding

(2) Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

a. When the family has lost eligibility or is waiting on eligibility determination for a Federal, State, or local assistance program, including a family that includes a member who is a non-citizen lawfully admitted for permanent residence under the immigration and nationality act who would be entitled to public benefits but for title IV of the personal responsibility and work opportunity act of 1996;

b. When the family would be evicted because it is unable to pay the minimum rent;

c. When the income of the family has decreased because of changed circumstances, including the loss of employment; and

d. When a death has occurred in the family.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

☐ An organization chart showing the PHA's management structure and organization is attached.

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

Board of Commissioners	
***Executive Director** (Supervises all Positions)	
	********Secretary (Vacant)**

*Deputy Director (Vacant) (Supervises all Positions Listed Below)			
		*****Program Assistant Specialist	
*Maintenance Supervisor – Operations and Safety (Supervises Positions Listed Below)		*Housing Programs Operations Manager (Supervises Positions Listed Below)	*Program Financial Manager (Supervises Positions Listed Below)
Lead Maintenance Man	Maintenance Clerk	Housing Specialists	Housing Human Resource and Accounting Assistant
Building Maintenance Men	Maintenance Clerk Assistant	Section 8 Specialists	
Housing Custodians	Section 3 Workers (Maintenance)	Housing Clerk	Resident Service Specialist
	Seasonal Workers	In Take Specialist	
	Community Service Workers	Clerk Typist II	
	Contracted Workers	Section 3 Workers (Clerical)	*Modernization Construction Manager (Supervises Positions Listed Below)
		Section 8 HQS Inspector(s)	Staff Housing Inspector (Vacant)

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at	Expected Turnover

	Year Beginning	
Public Housing	443	94
Section 8 Vouchers	578	31
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	238	60
Other Federal Programs (list individually)		
Service Coordinator	443	94

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

Public Housing Management Polices:

Agency Plan
Antenna Installation Policy
Admissions and Occupancy Policy
Blood Borne Disease Policy
Building Security Policy
Capitalization Policy
Change Fund Policy
Charge Card Use Authorization Policy
Check Signing Policy
Clean Desk Policy
Code of Ethics Policy
Community Building Use Policy
Computer System Security Policy

Criminal Records Management Policy
De-Concentration Policy
Disposition Policy
Documents Management Policy
Drug Free Workplace Policy
Emergency Assistance Policy for Employees & Building Monitors
Emergency Assistance Policy for Families
Emergency Assistance Policy for Seniors
Equal Housing Opportunity/Civil Rights Compliance Policy
Excess Utility Charge Policy
Expenditure Policy
Facilities Maintenance Plan/Policy
Financial Reporting Policy
Fraud Policy
Freedom of Information Policy
Funds Transfer Policy
Grievance Policy
Hazardous Materials Policy
Internal Control Policy
Investment Policy
No Smoking Policy
No Trespassing Policy
Parking Permit Policy
Payroll Policy
Personnel Policy
Pest Management Policy
Pet Policy
Procurement Policy
Property & Equipment Policy
Reasonable Accommodation Policy
Records Retention and Destruction Policy
Rent Collection Policy
Retiree Benefit Policy
Retiree Re-employment Policy
Schedule of Maintenance Charges
Section 3 Policy
Senior Rent Bill Drop Box Policy
Snow Removal Policy-Senior Sites
Tenant Selection & Assignment Policy
Transportation of Employees Policy
Travel and Travel Reimbursement Policy
Tenant Handbook
Tenant Lease
Weapons Policy

VAWA Policy

(2) Section 8 Management: (list below)

Section 8 Administrative Plan
Tenant/Landlord Contract

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8 Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

☒ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

The Port Huron Housing Commission is planning to apply for a loan under the Capital Fund Grant Financing Program for renovations to Peru and Desmond Villages.

A detailed Borrowing Analysis is attached.

See separate file submission attachment Optional Attachment N - 2008 CAPITAL FUND FINANCING PROGRAM BORROWING ANALYSIS (file name: 2008 MI 039 Port Huron CAP Funds Update.xls)

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

REQUIRED ATTACHEMENT B – 2008 CFP ANNUAL STATEMENT

Also attached are:

OPTIONAL ATTACHMENT J – 2005 CFP ANNUAL STATEMENT
OPTIONAL ATTACHMENT K – 2006 CFP ANNUAL STATEMENT
OPTIONAL ATTACHMENT L – 2007 CFP ANNUAL STATEMENT

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

OPTIONAL ATTACHEMENT I – 2008 CFP 5 YEAR ACTION PLAN

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
   - ☐ Revitalization Plan under development
   - ☐ Revitalization Plan submitted, pending approval
   - ☐ Revitalization Plan approved

☐ Activities pursuant to an approved Revitalization Plan underway

☒ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

DULHUT VILLAGE

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

ALL SITES

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

ALL SITES – ENERGY PERFORMANCE CONTRACTING

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]
Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: **DULHUT VILLAGE** 1b. Development (project) number: **MI 039-003**
2. Activity type: Demolition ☒ -or-

Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☒
4. Date application approved, submitted, or planned for submission: 10/01/2008
5. Number of units affected: 36 6. Coverage of action (select one) ☒ Part of the development -or- ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: 07/01/2009 b. Projected end date of activity: 07/01/2011

Additional Notes: Buildings in Dulhut Village are located "very close" together causing very dense conditions. This village has been experiencing "many" drug and criminal related activities and is currently experiencing high vacancies, as we cannot get anyone to live there.

We are currently considering demolishing up to 36 units and rebuilding with a possible mixture of public housing and homeownership.

Replacement vouchers could be requested based upon the final decision made.

We have been including this anticipated activity in our Annual Plan for the last few years, but a final decision has not yet been determined. Again, this is a real "rough estimate" for a time line, as this whole process is in the planning stages.

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

[24 CFR Part 903.7 9 (i)]

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

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: **DESMOND AND PERU VILLAGES** 1b. Development (project) number: **MI 039- 002**
2. Designation type: Occupancy by only the elderly ☒ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☒ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: 07/01/2004
5. If approved, will this designation constitute a (select one) ☒ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 205 7. Coverage of action (select one) ☐ Part of the development ☒ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) ☐ Units addressed in a pending or approved demolition application (date submitted or approved: ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) ☐ Requirements no longer applicable: vacancy rates are less than 10 percent

☐ Requirements no longer applicable: site now has less than 300 units
☐ Other: (describe below)

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

See **Required Attachment H – VOLUNTARY CONVERSION** for Item 10(b), Voluntary Conversion Initial

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

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

Public Housing Homeownership Activity Description
(Complete one for each development affected)

1a. Development name: 1b. Development (project) number:
2. Federal Program authority: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) ☐ Part of the development ☐ Total development

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes ☒ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed?
DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

☒ Client referrals
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
☐ Jointly administer programs
☐ Partner to administer a HUD Welfare-to-Work voucher program
☐ Joint administration of other demonstration program
☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

☒ Public housing rent determination policies
☒ Public housing admissions policies
☒ Section 8 admissions policies

☐ Preference in admission to section 8 for certain public housing families
☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
☐ Preference/eligibility for public housing homeownership option participation
☐ Preference/eligibility for section 8 homeownership option participation
☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☐ Yes ☒ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no"skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants	Actual Number of Participants (As of: DD/MM/YY)

	(start of FY 2005 Estimate)	
Public Housing		
Section 8		

b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
☒ Informing residents of new policy on admission and reexamination
☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

See **Required Attachment E – COMMUNITY SERVICE** on the Community Service Requirement

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

☒ Safety and security survey of residents
☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
☒ Resident reports
☒ PHA employee reports
☒ Police reports
☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
☐ Other (describe below)

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

***Dulhut Village (High)**
***Huron Village (Low/Moderate)**
***Gratiot Village (Low/Moderate)**

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
☒ Crime Prevention through environmental Design
☒ Activities targeted to at-risk youth, adults, or seniors

☐ Volunteer Resident Patrol/Block Watchers Program
☐ Other (describe below)

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

***Dulhut Village (High)**
***Huron Village (Low/Moderate)**
***Gratiot Village (Low/Moderate)**

C. Coordination between PHA and the police

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

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

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

***Dulhut Village (High)**
***Huron Village (Low/Moderate)**
***Gratiot Village (Low/Moderate)**

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

This section is no longer required or applicable. Funds have been incorporated into our Capital Fund Program, so as we may continue to provide these services.

☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?

☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: ___)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

See Required Attachment F – PET POLICY regarding our Pet Policy

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U S.C. 1437c(h))? (If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
   If yes, how many unresolved findings remain?____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
   If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

☐ Not applicable
☐ Private management
☒ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

☐ Attached at Attachment (File name)
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments List changes below:

☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

☐ Candidates were nominated by resident and assisted family organizations
☐ Candidates could be nominated by any adult recipient of PHA assistance
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
☐ Other: (describe)

b. Eligible candidates: (select one)

☐ Any recipient of PHA assistance
☐ Any head of household receiving PHA assistance
☐ Any adult recipient of PHA assistance
☐ Any adult member of a resident or assisted family organization
☐ Other (list)

c. Eligible voters: (select all that apply)

☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
☐ Representatives of all PHA resident and assisted family organizations
☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: **CITY OF PORT HURON, MICHIGAN**

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

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

***Elimination of conditions which are detrimental to health, safety, and welfare of residents...**

All public housing stock ensure "safe, sanitary, and decent housing"; and through annual inspections the guaranty is offered under our Section 8 program as well as public housing.

***Elimination of slum and blighted areas...**

Through the use of Capital Funds, our Public Housing stock will prevent any deterioration of our buildings thus keeping them from becoming blighted areas.

***Provide the alleviation of physical and economic distress ...**

Our programs offer income based rent which helps provide affordable housing.

***Revitalization of neighborhoods to attract persons of higher income so as to reduce the isolation of income groups...**

Included in our goals is to improve the curb appeal of all public housing stock through improvements to the buildings as well as the landscaping. It is also the Housing Commission's policy to provide for de-concentration of poverty and encourage income mixing by bringing higher income families into lower income developments and vice versa.

***Expansion of and improvement of the quantity and quality of community services, principally for persons of low income...**

The Housing Commission offers programs for moderate to low income residents: A Head Start Program, Computer Learning Centers, Food Distribution Programs, Senior Meals Programs, and a Police Mini Station. We also partner with the SONS program to provide an Outreach Center, and for various playground activities, summer events such as carnivals and movies, etc.; and with the Senior Activity Center to provide for events such as the Senior Activity Day, Bake Sales, Garage Sales, etc.

☐ Other: (list below)

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

D. Other Information Required by HUD

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

Substantial Deviation:

The Port Huron Housing Commission shall consider the following circumstances to constitute a "significant amendment" or "substantial deviation" to its Annual Plan:

- **Changes to rent or admissions policies or the organization of the waiting list;**
- **Additions of non-emergency work items which are not included in the current Annual Statement or Five-Year Action Plan, or a change in the use of replacement reserve funds under the Capital Fund;**
- **Additions of new activities not currently included in the Capital Fund program for drug elimination purposes; and**
- **Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.**

Items falling under the definition of "significant amendment" or "substantial deviation" above shall be subject to the same requirements and time frames as the original Annual Plan for requesting approval which are:

- **Consulting the RAB Board**
- **Ensure consistency with the Consolidated Plan of the City of Port Huron**
- **Provide for a 45-day public review period**
- **Approval by the Board of Commissioners at a meeting which is open to the public**

- **Approval by HUD**

Amendments or deviations to the Annual Plan must be submitted prior to the due date for the following year's Annual Plan. Amendments may be submitted electronically following HUD guidelines.

Service Coordinator Program:

The Port Huron Housing Commission has received grants for a Service Coordinator under the ROSS program since 1995 and last year received funding under our Operating Subsidy to continue this program. We are once again requesting funding in the amount of $55,819.00 under our Operating Subsidy for our fiscal year ending June 30, 2009 to continue this program. This funding will cover the salary and fringe benefits of our Service Coordinator.

Our Service Coordinator has been employed to assist our elderly residents, especially those who are frail or at-risk, and those non-elderly residents with disabilities in obtaining the necessary supportive services to help them to continue to live independently. This person works closely with Community Service providers to be aware of services available and coordinate activities to enhance their daily lives.

Over the years, some of the activities coordinated and successfully executed included:

- **Monthly educational programs on health care, healthy living, financial planning, nutrition.**
- **Made numerous assessments and referrals to community agencies.**
- **Educated fellow employees on the needs of the elderly and disabled and on the availability of services.**
- **Held social activity programs at each site which included movie nights, bake sales, garage sales, activity days, etc.**
- **Made numerous home visits to assist in social problems.**
- **Assisted the elderly, especially the frail, with the completion of forms and documents to enable them to continue with their daily living.**
- **Coordinated on-site flu shot clinics.**

3.) Progress on 5 year Goals:

See Required Attachment "G"

4.) Resident Advisory Board Members:

See Required Attachment "C"

5.) Resident Member of PHHC Governing Board:

See Required Attachment "D"

6.) Violence Against Women Act:

See Optional Attachment "M"

Attachments

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

Required Attachment A..... De-concentration & Income Mixing

Required Attachment B..... 2008 CFP Annual Plan

Required Attachment C .....Resident Advisory Board Members

Required Attachment D ..... Resident Member of PHA Governing Board

Required Attachment E..... Community Service Policy

Required Attachment F..... Pet Policy

Required Attachment G .....Progress Report on 5 Year Plan Goals

Required Attachment H .....Voluntary Conversation

Optional Attachment I .....2008 CFP 5-Year Action Plan

Optional Attachment J .....FY 2005 CFP Annual Statement - Final

Optional Attachment K.....FY 2006 CFP Annual Statement - Final

Optional Attachment L .....FY 2007 CFP Annual Statement - Final

Optional Attachment M .....VAWA – 5 YR ANNUAL PLAN ATTACHMENT

REQUIRED ATTACHMENT A

PORT HURON HOUSING COMMISSION
"DE-CONCENTRATION AND INCOME MIXING"
07/01/08
FINAL RULE ON DECONCENTRATION REVISED QUESTIONS

Component 3. (6) De-concentration and Income Mixing

a. Does the PHA have any general occupancy (family) public housing developments covered by the de-concentration rule? If no, this section is complete. If yes, continue to next question.

YES

b. 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.

YES

If yes, list these developments as follows:

De-concentration Policy for Covered Developments			
Development Name	Number of Units	Explanation	De-concentration Policy
HURON & GRATIOT VILLAGES (1 project)	118	These sites fall above the required range. Both of these Villages represent our efforts to increase the income of families by giving preference to working families. In the end, our family sites should have higher EIRs due to our elderly sights being on fixed incomes	See Below
Desmond and Peru Villages (1 project)	205	These sites fall below the required range. These sites are elderly designated and represent approximately 46%+, of our unit inventory. Most residents are on a fixed income, and due to the fact that we now give a preference to working families, it has caused the PHA wide average income to increase, while the average income for these sites has remained at the same levels, leaving the average income for these sites below the PHA wide average income.	See Below

PORT HURON HOUSING COMMISSION'S DE-CONCENTRATION POLICY:

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

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

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and de-concentration incentives to implement.

Incentives:

The Port Huron Housing Commission may offer one or more incentives to encourage applicant families whose income classification would help to meet the de-concentration goals of a particular development.

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

REQUIRED ATTACHMENT B

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

PHA Name: Port Huron Housing Commission	**Grant Type and Number** CFP Grant No: MI28P03950108 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2008

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	$20,000		$0	$0
4	1410 Administration	$74,477			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$60,000		$0	$0
8	1440 Site Acquisition				
9	1450 Site Improvement	$20,000		$0	$0
10	1460 Dwelling Structures	$324,457		$0	$0
11	1465 Dwelling Equipment - Non-expendable	$5,000		$0	$0
12	1470 Non-dwelling Structures	$10,038		$0	$0

Form **HUD 50075** (03/2006)

13	1475 Non-dwelling Equipment	$5,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	9000 Collateralization or Debt Service	$225,800		$0	$0
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 - 20)	$744,772	$0	$0	$0
22	Amount of Line 21 Related to LBP Activities	$0	$0	$0	$0
23	Amount of Line 21 Related to Section 504 Compliance	$0	$0	$0	$0
24	Amount of Line 21 Related to Security - Soft Costs	$0	$0	$0	$0
25	Amount of Line 21 Related to Security - Hard Costs	$0	$0	$0	$0
026	Amount of Line 21 Related to Energy Conservation Measures	$0	$0	$0	$0

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

PHA Name: Port Huron Housing Commission		Grant Type and Number CFP Grant No: MI28P03950108 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	
MI39-1 Gratiot/Huron Villages	Administrative	1410	100%	$24,826		$0	$0	
	Provide A & E Design & Inspections	1430	100%	$20,000		$0	$0	
	Site Improvements	1450	100%	$5,000		$0	$0	
	Preventative Maintenance/Painting	1460	100%	$40,000		$0	$0	
	Exterior Door Replacement	1460	100%	$70,000		$0	$0	
	Vertical Blinds	1460	100%	$45,000		$0	$0	
	Maintenance Equipment	1475	100%	$5,000		$0	$0	
MI 39-2 Desmond/Peru Villages	Funding For Drug Program	1408	100%			$0	$0	
	Administrative	1410	100%	$24,826		$0	$0	
	Provide A & E Design & Inspections	1430	100%	$20,000		$0	$0	
	Site Improvements	1450	100%	$15,000		$0	$0	
	Emergency Generator	1460	100%	$97000		$0	$0	
	Range/Refrigerator Replacement	1465	100%	$5,000		$0	$0	

Form **HUD 50075** (03/2006)

MI 39-3 Dulhut Village	Policing Contract	1408	100%	$20,000		$0	$0	
	Administration	1410	100%	$24,825		$0	$0	
	A & E Design/Inspections	1430	100%	$20,000		$0	$0	
	Kitchen Cupboards	1460	100%	$35,000		$0	$0	
	Tile Replacement	1460	100%	$7,457		$0	$0	
	Vertical Blinds	1460	100%	$30,000		$0	$0	
	Play Area Pavilion	1470	100%	$10,038		$0	$0	
PHA Wide	CFFP Loan Debt Obligation	9000	100%	225,800		$0	$0	
Totals				$744,772		$0	$0	

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

PHA Name: Port Huron Housing Commission	**Grant Type and Number** Capital Fund Program No: MI 28P03950108 Replacement Housing Factor No:						**Federal FY of Grant:** 2008
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
MI 39-1 Gratiot/Huron	07/01/2010			07/01/2012			
MI 39-2 Desmond/Peru	07/01/2010			07/01/2012			
MI 39-3 Dulhut	07/01/2010			07/01/2012			
MI 39 PHA Wide	07/01/2010			07/01/2012			

Form **HUD 50075** (03/2006)

REQUIRED ATTACHMENT C

PORT HURON HOUSING COMMISSION
OTHER INFORMATION
COMPONENT 18

RESIDENT ADVISORY BOARD MEMBERSHIP

Name	Program Represented
Frederick Goodwin 2934 Glenview Ct. Bldg. #2 Port Huron, MI 48060 (810) 982-5645	Section 8 HCV Program
Joyce Snyder 2886 Mason Ave. Port Huron, MI 48060 (810)987-7624	Section 8 HCV Program (Transferred from P.Hsg Pgrm)
Betty Jacobs 705 Pine St. #G-23 Port Huron, MI 48060 (810)982-6528	Public Housing (Senior Hsg) (Project 39-2)
Thomas Cook 705 Pine St. #G-04 Port Huron, Mi 48060 (810) 531-955	Public Housing (Senior Hsg) (Project 39-2) (Disabled Representative)
Nancy Kuecken 1916 Nern St. #117. Port Huron, MI 48060 (810) 982-0594	Public Housing (Family Hsg) (Project 39-3)
Shannon Ballor 1523 Riverview ST. Port Huron, MI 48060 (810) 824-4472	Public Housing (Family Hsg) (Project 39-1)
Debra Pomaville 2502 Nern St. Port Huron, MI 48060 (810) 982-6332	Public Housing (Family Hsg) (Project 39-1)

REQUIRED ATTACHMENT D

PORT HURON HOUSING COMMISSION
OTHER INFORMATION
COMPONENT 18

RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

RESIDENT MEMBER:	William Smith
METHOD OF SELECTION:	Appointed by the City Manager
TERM OF APPOINTMENT:	5 Year Term
	Begins: December 19, 2006
	Expires: December 19, 2011

REQUIRED ATTACHMENT E

PORT HURON HOUSING COMMISSION
COMMUNITY SERVICE
COMPONENT 12
FYB 07/01/08

Public Housing Resident Community Service Procedures

Procedures for New Move Ins:

1) At the time of move-in, determine which household members are exempt and which are not exempt.

2) For those exempt, fill out a Community Service Exemption Certification.

3) For those not exempt, issue a Community Service Rules sheet and a Volunteer Organization Participation List during their lease signing requiring the family members to advise you of the organization's information and to begin their community service within 1 month from the date of move in.

4) Insert all household member's names 18 and older on your log and keep updated.

4) When you are notified of the organization's information:

   ✓ Note the organization's name and contact information where they will be completing this requirement on a Community Service Completion Certification form completing only through the section noting the Organization Name.

   ✓ Send the organization the Organization Information Letter along with a Time Sheet.

   ✓ File this form along with the copy of the original letter sent to the resident in their file awaiting their next re-exam.

5) As you receive Time Sheets, file them in the resident's file awaiting their next re-examination.

6) At the time of reexamination, now follow the steps under On-Going Procedures.

On-going Procedures at the time of Reexamination:

1) The In-Take Specialist should draw your attention to those residents with upcoming re-certifications who should be performing Community Service.

2) Fill out a Community Service Certification Summary sheet.

3) For those marked as exempt, attach the Community Service Exemption Certification.

4) If this person is still exempt, fill out one Community Service Exemption Certification per person for next year's reexamination.

5) For those not exempt, complete the bottom portion of the Community Service Completion Certification for each person (the top portion was completed when the resident informed you where they would be fulfilling their community service work) and attach all time sheets. Total the hours to determine if the resident has completed at least 8 hours per month.

6) If the family is in compliance, attach all paperwork with the Certification Summary on the top and place in their file–complete their reexamination.

7) Fill out the top portion of a new Completion Certification for each non-exempt member indicating the organization's information where they will be completing their community service requirement for the upcoming year.

8) If the family is not in compliance, send a Letter of Non-Compliance stating:

- ✓ Which family member(s) is in non-compliance
- ✓ The reason why they are in non-compliance (# of hours they are short, etc.)
- ✓ State that the lease will not be renewed at their reexamination unless they:
  - Have the family member enter into a written agreement to cure the non-compliance; or
  - Provide written assurance satisfactory to the Port Huron Housing Commission that the non-compliant family member no longer resides in the unit.
- ✓ State that they may request an informal hearing within 14 calendar days from the date of the letter or that they may seek judicial remedy for non-renewal of the lease.

9) If the family member(s) has entered into a written agreement or has moved from the unit, attach all paperwork including the written agreement if applicable with the Certification Summary on the top and place in their file–complete their reexamination.

10) Fill out the top portion of a new Completion Certification for each non-exempt member indicating the organization's information where they will be completing their community service requirement for the upcoming year.

11) At the next re-examination, if the written agreement has not been adhered to, the lease will not be renewed and eviction proceedings will take place. (Keep in mind the first hours earned during the year following a written agreement are applied first to the current year–then any overage to the written agreement.)

REQUIRED ATTACHMENT F

PORT HURON HOUSING COMMISSION
PET POLICY (PUBLIC HOUSING FAMILY AND SENIOR)
(FYB 07/01/08)

EXCLUSIONS

This policy does not apply to animals that are used to assist, support or provide services to persons with disabilities except as herein noted.

Assistive animals are allowed in all Public Housing units with no restrictions other than those imposed on all residents and guests to maintain their units and associated space in a decent, safe and sanitary manner and to refrain from disturbing their neighbors. Licensing is required in accordance with the City of Port Huron's Animal Control regulations.

PET OWNERSHIP

The Port Huron Housing Commission will allow for reasonable pet ownership in all of the buildings designated controlled by the Commission.

The ownership does require pre-approval of the Port Huron Housing Commission. Residents are fully responsible for any damages caused by the pet, including the cost of any clean-up, fumigation, carpet cleaning, lawns, yards and all common spaces. In exchange for this privilege, pet owners assume full responsibility for the liability for the pet and agree to hold the Port Huron Housing Commission harmless from any claims caused by an action or inaction of the pet and owner.

APPROVAL

No resident can maintain, own, watch or control any pet without the approval of the Port Huron Housing Commission. All residents MUST have prior approval before moving a pet into their unit. Residents must apply and supply all information and completely fill out the "Pet Application Form" and pay a twenty-five and no/100 ($25.00) dollar non-refundable application and processing fee. All registrations must be updated annually.

Residents must have established a record of good housekeeping practices. Rent payment history must show no delinquencies or late payments for the last year.

The Port Huron Housing Commission reserves the right to enter and inspect the unit after reasonable notice to the tenant and during reasonable hours only if the Port Huron Housing Commission has received a signed, written complaint that the conduct or condition of a pet in a unit constitutes, under applicable state or local law, a nuisance or a threat to the health or safety of the occupants of the project or others in the community.

Unclaimed or disapproved pets will be considered a lease violation and grounds for eviction.

TYPES AND NUMBER OF PETS

The Port Huron Housing Commission will allow only domesticated animals that are traditionally kept in the home for pleasure rather than for commercial purposes such as dogs, cats, birds or rodents including rabbits in cages, and fish or turtles in aquariums in apartments. Common household pet does not include reptiles (except turtles). All dogs and cats must be licensed by the City of Port Huron if required. All dogs and cats must be neutered/spayed and be inoculated as required by local and state laws. License must be attached to collars worn by pets at all times. Proof of license must be provided each year at the annual re-certification.

Pets will be limited to one four-legged warm-blooded pet, or one aquarium, or one cage per unit. All pets in excess of one will be subject to Port Huron Housing Commission prior approval. Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.

No animals may exceed 20 pounds in weight projected to full adult size. Pets kept in aquariums may not exceed 20 gallon maximum size.

INOCULATIONS

In order to be registered, pets must be inoculated against rabies, distemper and other conditions prescribed by state and local ordinances. Applicants must comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements for their pet. A certification signed by a licensed Veterinarian or state or local official must be submitted annually to attest to the inoculation requirements.

PET DEPOSIT & FEES

A maximum pet deposit of One Hundred Fifty and no/100 ($150.00) Dollars, as well as a Fifteen and no/100 ($15.00) Dollar on-going monthly nominal fee (public family only), are required at the time of registering the pet. The normal security deposit plus the pet security deposit shall not exceed one and one-half (1 ½) times the resident's gross rent at the time the pet security deposit is due. In certain cases when a resident is unable to pay the full deposit at the time the pet is approved and acquired, the deposit may be paid in increments which the Port Huron Housing Commission will not require them to exceed $50.00 initially followed by payments not greater than $10.00 per month thereafter until the deposit has been paid in full. Residents wishing to pay higher amounts will be allowed to do so. The deposit is refundable when the pet or the family vacates the unit, less any amount owed due to damages beyond the normal wear and tear. The monthly fee is not refundable and is on-going and is to be used by the Housing Commission to cover administrative costs for the Pet Program.

At the option of the family, the monthly fee can be paid in one yearly lump sum for a 10% discount. The monthly fee is not applicable to the elderly sites per HUD regulations.

If the Commission determines that a family has a pet and the family refuses to follow policy by completing an application, the family shall be charged and responsible for payment of all deposits and fees until either the pet is removed, eviction proceedings are completed, or the family vacates the unit.

Upon the permanent removal of the pet from the unit, the Housing Commission will perform a Pet Exit Housing Inspection to determine any charges necessary for damages caused by the pet before the security deposit is returned.

FINANCIAL OBLIGATION OF RESIDENT

Any resident who owns or keeps a pet in their unit will be required to pay all associated costs, charges, fees, etc. as a result of any damages, infestations, exterminations, etc. The Housing Commission reserves the right to act to solve any such problems and charge the resident any and all charges.

NUISANCE OR THREAT TO HEALTH AND SAFETY

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas. Pet is to be encased or restrained (muzzle and leash) when in public areas of the building. The pet must be

accompanied by a person who is able to control the pet. Before acquiring a pet, the resident must have on file a statement in the resident's file naming the person(s) accepting responsibility for the care of the pet in case of illness, incapacitation or absence of the resident. If the person(s) named on the statement is not available in a situation described herein regarding the care of the pet, the pet will be removed by the Housing Commission, and all costs thereof shall be the responsibility of the resident.

Three (3) substantiated complaints by neighbors or the Housing Commission personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance or violations of this policy will result in the owner having to remove the pet. This shall include the interference of any pet with the proper and rightful conduct of Housing Commission staff in the prosecution of their duties and responsibilities when entering a dwelling unit after proper notification or to respond to an emergency situation. Failure to comply with an order to remove a pet will be considered a lease violation.

DESIGNATION OF PET AREAS

Pets must be kept in the owner's apartment or on a leash under a person's control at all times when outside (no outdoor cages, pens, coups, houses or runs may be constructed). Pets will be allowed only in designated areas on the grounds of the property. Pet owners must clean up after their pets and are responsible for disposing of pet waste.

With the exception of assistive animals, no pets shall be allowed in the community rooms, community room kitchen, laundry rooms, public restrooms, lobby or office's at any public housing site.

To accommodate residents who have medically certified allergic or phobic reactions to dogs, cats, or other pets, those pets may be prohibited from certain wings or floors of the building. This shall be implemented based on demand for this service.

MISCELLANEOUS RULES

Pets may not be left unattended in a dwelling unit for over 24 hours. If the pet is left unattended and no arrangements are made for its care, the Housing Commission will have the right to enter the premises and take the un-cared pet to be boarded at a local animal care facility for a period of time not to exceed 30 days at the total expense of the resident. Following the 30 day limit, should the resident not claim their pet, the pet will be donated to the local animal control or Humane Society.

Pet bedding shall not be washed in any common laundry facility.

Residents must take appropriate actions to protect their pets from fleas and ticks.

All dogs must wear a tag bearing the resident's name and phone number and the date of the latest rabies inoculation.

Pets may not be bred or used for commercial purposes.

Residents owning cats shall maintain waterproof litter boxes for cat waste. Refuse from litter boxes shall not accumulate or become unsightly or unsanitary. Litter shall be disposed of in an appropriate manner.

A pet owner shall physically control or confine his/her pet during the times when Housing Commission employees, agents of the Housing Commission or others must enter the pet owner's apartment to conduct business, provide services, enforce lease terms, etc.

If the pet causes harm to any person, the pet's owner shall be required to immediately and permanently remove the pet from the Housing Commission's property. The pet owner may also be subject to termination of the dwelling lease.

A pet owner that has violated any other conditions of this policy may be required to remove the pet from the development within 10 calendar days of written notice from the Housing Commission. The pet owner may be subject to termination of the dwelling lease.

The Housing Commission's Grievance Procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

Pet owners must supply a picture of the pet at the time of application.

VISITING PETS

No visiting pets shall be permitted on Housing Commission property. Pet sitting is prohibited.

REMOVAL OF PETS

The Housing Commission, or an appropriate community authority, shall require the removal of any pet from the villages if the pet's conduct or

condition is determined to be a nuisance or a threat to the health or safety or peaceful enjoyment of all other occupants of that village, employees of the Housing Commission, or other persons in the community where the project is located.

In the event of illness or death of the pet owner, or in the case of an emergency that would prevent the pet owner from properly caring for the pet, the Housing Commission has permission to call the emergency care giver designated by the resident or the local pet enforcement agency to take the pet and care for it until a family member or friend claim the pet and assume responsibility for it.

Any and all expenses incurred will be the responsibility of the pet owner.

REQUIRED ATTACHMENT G

PORT HURON HOUSING COMMISSION
PROGRESS REPORT ON 5 YEAR GOALS
07/01/08

Management Goal:

To manage our programs in an efficient and effective manner, and to obtain an 83% + score in PHAS.

Objectives:

Improve computer technology/train employees

- Wireless internet at Learning Center
- Trained employees on use of computer calendar in outlook
- Pete attended a one-day session on web-sites
- Sharing forms, policies, procedures on the network - highest use of shared drive among City Government Departments
- Continue training on use of software programs
- Investigating installation of wiring at family sites with internet capabilities
- Installed new system/software in-house, with many new capabilities – many trainings held.

Provide education, training, cross-training, tools for Board and Staff

- Board is now attending certification trainings provided by NAHRO on leadership (2 complete), Ethics, Fundamentals (2 complete), and Monitoring. Additional trainings were scheduled in San Diego, but will now be planned for San Antonio and Fundamentals possibly in Michigan.
- Staff attended various sessions on Asset Management, Grant Writing, Geriatric Health, Audit Findings, Land Bank Purchases, SEMAP, MSHDA Opportunities, Real Estate Development, and Affordable Housing. Betty also attended an Executive Director's Workshop.
- Staff also attended Energy Performance Contracting, UPCS Training, Maintenance and Procurement, Maximizing Leveraging by HUD, and REAC Inspections. Real Estate Development Certification was completed by two staff members.
- Upcoming sessions will include Energy Performance Contracting, Real Estate Development continuation, UPCS Training, Maintenance and Procurement, and REAC Inspections.
- Cross training: Sandra now trained at Maintenance, Robin now trained in calculating rents, Mitch now trained in in-take appointments.

Ensure strong financial condition through effective audit results, accounting training, and application for grants

- Current year audit contained one finding which was already resolved through changes to our policies dating back as far as July of 2005, however, it still remains an open issue with HUD.
- Hired a new Accounting Assistant who possesses a Bachelors Degree in Accounting.
- Hired Martha Navarro, on a temporary basis for the sole purpose of applying for and securing grants.
- Staff attended Casterline Accounting Trainings in Nuts and Bolts and Financial Management.
- Staff and Executive Director attended AMP Camp, which was focused on computer applications for asset management.

Improve tenants accounts receivable

- Lease was revised which now contains stronger verbiage for court
- Revised and distributed the Tenant Handbook to be more specific on requirements
- Eviction notices were revised now allowing eviction for purposes other than non payment.
- Meeting was held with our Attorney and Legal Aid to improve relations.
- Restructured staff in 2005 to allow one employee to concentrate on Accounts Receivable issues. Accounts receivable was decreased as follows:

>>2005 - $33,999.12 owed by 159 current residents
$11,172.03 owed by 33 former residents

>>2006- $12,900.81 owed by 103 current residents
$12,300.79 owed by 32 former residents

>>2007- $ 9,023.03 owed by 81 current residents
$ 4,662.73 owed by 21 former residents

Explore and develop additional revenue sources

- Advertising in newsletter
- Applied for various grants
- Marketing Reinvestment Center
- Met with MSHDA regarding Capital Fund Financing and Tax Credits
- Investigating Energy Savings and Energy Performance Contracting
- Pursuing the use of Housing Matters, Inc.

Reassess employees to ensure they are in positions matched to their skill sets

- In 2005, we restructured many positions in our Management Office which provided for many staff transfers to positions matching their skill sets (Erin, Dee, Robin, Anne, Carrie)
- In 2006, we restructured our maintenance department assigning specific villages which has given them the ability to schedule their own days and work more independently

Reassess job descriptions to ensure they encompass sufficient duties to support the team and assess and compare salary ranges

- All job descriptions were reviewed and revised if necessary during this past year and assigned pay ranges. All job descriptions continue to be revised as necessary.
- A new pay range table was developed for ease of implementing raises, step increases, promotions, etc.

Marketing Goal:

Enhance and improve the marketability of all public housing stock and Section 8 programs. Strive to ensure our programs are the assistance of choice and is not considered the last resort housing.

Objectives:

Promote extra-curricular programs and include character-building articles in our newsletters

- Good attendance at the following programs: National Night Out; Family Summer Fun Nights such as the Carnival, Face Painting/Talent Show, Movie Nights; Playground Program; Senior Picnic; and other Senior Programs such as Bingo, Blood Pressure and Flue Shot Clinics, Holiday Parties, and Brown Bag Pharmacy Sessions.
- Published articles on housekeeping, crime prevention and protection, health hazards, getting along with your neighbors, holiday traditions, family conflict and community resources, what to do during power outages or bad weather, parenting, protecting your child, and fire prevention.

Promote housing programs with speaking and/or tours

- Continue to publish a landlord newsletter
- Advertised in the Council on Aging newsletter, the Times Herald, and the WHLS flyer
- Continue participation on many agency boards

- Presentations given to the Community Counseling and Mentoring Services Parent Mentoring Section, the local Landlord Association, the Mayor and City Manager, and a local business women's group.
- Gave the new City Manager a tour of our facilities.
- Educational/Marketing Events

Improve our property curb appeal

- Landscaped Management Office as a test site
- Investigating funding for senior balconies and heating/cooling system and Dulhut renovation/demolition.
- Purchased new "frost free" refrigerators and "self cleaning" ovens for family sites.
- Renovated Lobby.
- Considering exterior upgrades to Huron and Gratiot Villages

Continue lawn fertilization program

- Our maintenance department applied weed and feed type fertilizer at all sites on a scheduled basis
- Hired Building Maintenance Helpers under our Section 3 program to assist in lawn care and keeping our sites free of debris

Strengthen partnerships and bridge cross-overs with agencies

- Renewed contracts with Center for Human Resources, Girl Scouts, Boy Scouts, Council on Aging, City of Port Huron Police Department, and the Economic Opportunity Committee
- Entered into a new contract with SONS
- Exploring partnering with the City of Port Huron on providing summer enrichment programs for our resident's children
- Working with the Area Agency on Aging to help provide "Aging in Place" through Desmond Village and our Voucher Program.

Strive to provide internet access to all units and Learning Center

- Installed wireless internet at the Reinvestment Center for use by our Learning Center and purchase 5 new computers and printers.
- Installed new cable at Huron and Gratiot Villages to include internet capabilities.
- Applied for grants to open a Computer Center in Dulhut Village.
- Exploring the possibility of Computer Centers in the Senior Sites.

Maintenance Goal:

Deliver in a timely manner high quality, trust worthy, and professional maintenance service to all of our residents.

Objectives:

Improve and adopt strong preventive maintenance techniques to reduce overall need for service

- Restructured our preventive maintenance at our family sites to coordinate with the housing inspections thereby providing for less inconvenience to tenants and less work orders
- Now performing preventive maintenance checks with every work order

Publish at least six maintenance education items in newsletter annually

- Articles are published monthly by our maintenance department
- Helpful hints are provided for most holidays

Improve and broaden our maintenance staff abilities and skills by providing equipment and training

- Providing training on maintenance and procurement for our Maintenance Supervisor and Maintenance Clerk
- Held garage sales and misc. sales to dispose of old equipment and supplies to provide funds for new equipment needed.
- All maintenance staff attended an e-Learning session on REAC inspections.
- Expanded garage facility at Gratiot Village
- Purchased Kabota tractor
- Hold staff meetings and trainings consistently

Develop and take advantage of all new energy conservation techniques and procure energy star equipment

- Currently testing hot water heaters for most efficient and reliable—may convert to electric.
- Requesting energy star equipment at all times – most recently on our purchase of refrigerators and ranges.
- Reduced heat settings in all hallways, common areas, community buildings, and vacant units.
- Installed motion light sensors in Re-Investment Center
- Installing energy saving exterior lights at Huron and Gratiot Community Buildings – will have either motion sensors or photo sensors, depending on availability.
- Investigating geo-thermal heat system for senior sites.
- Requested to have all washer and dryers, located at the senior sites, to be converted to energy star equipment.

- Investigating the possibility of contracting with an Energy performance Contractor.
- Stock and offer only energy star light bulbs. All common areas being converted as replacements are made.

Strengthen our Section 3 and Correctional programs

- Have continued to employ one Section 8 worker who will be a viable candidate for full time employment. Each family site is assigned a Section 3 Building Maintenance Helper.
- One Section 3 worker was promoted to a full time position effective in January 2008.
- Changed Maintenance Clerk Assistant position to be a Section 3 position, however, it is still vacant at this time.
- Cancelled our participation in the City's Correctional program and have replaced it by providing opportunities for our residents in need of fulfilling their community service requirements.
- Encourage all contractors to use Section 3 employees
- Created a new policy and procedure for our Section 3 program

Improve our vacant unit turnaround

- Our turnaround time has been dramatically reduced by maintenance. Vacancy issues are now in new lease ups. We are tracking our advertising and exploring other populations who are in need of housing.
- Exploring a Staff Contest to come up with "move-in" incentives.

Explore all avenues to improve all categories in our PHAS score

- New computer software now contains many new tracking abilities including tracking all inspections of buildings and systems as well as units.
- Completing sporadic quality control inspections of completed work orders.

REQUIRED ATTACHMENT H

PORT HURON HOUSING COMMISSION
FINAL RULE ON VOLUNTARY CONVERSION
REQUIRED INITIAL ASSESSMENTS
COMPONENT 10-B
FYB 07/01/08

Component 10 (b) Voluntary Conversion Initial Assessments

a. How many of the PHA's developments are subject to the Required Initial Assessments?

TWO

b. How many of the PHA's developments are not subject to the Required Initial
Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

ONE

c. How many Assessments were conducted for the PHA's covered developments?

ONE

d. Identify PHA developments that may be appropriate for conversion based on the
Required Initial Assessments:

NONE

e. If the PHA has not completed the Required Initial Assessments, describe the
status of these assessments:

N/A, ASSESSMENTS ARE COMPLETE

OPTIONAL ATTACHMENT I

Capital Fund Program Five-Year Action Plan **Part I: Summary**					
PHA Name: Port Huron Housing Commission				☒ Original 5-Year Plan ☐ Revision No:	
Development Number/Name/ 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
MI 39-1 Gratiot/Huron Villages	Annual Statement	$198,342	$199,826	$234,864	$232,321
MI 39-2 Desmond/Peru Villages		$93,347	$190,758	$117,283	$54,826
MI 39-3 Dulhut Village		$227,283	$128,388	$166,825	$231,825
CFFP Debt Service		$225,800	$225,800	$225,800	$225,800
CFP Funds Listed for 5-Year Planning		$744,772	$744,772	$744,772	$744,772
Replacement Housing Factor Funds		$0	$0	$0	$0

Form **HUD 50075** (03/2006)

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages - Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2009 PHA FY: 2009			Activities for Year: 3 FFY Grant: 2010 PHA FY: 2010		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	MI 39-1 Gratiot/Huron	Administration	$24,826	MI 39-1 Gratiot/Huron	Administration	$24,826
		A & E Design/ Inspections	$20,000		A & E Design/ Inspections	$20,000
		Site Improvements	$0		Site Improvements	$15,000
		Dwelling Structures Painting Apartments Exterior Door Replace Vertical Blinds	$155,000		Dwelling Structures Painting Apartments Roof Replacement	$140,000
See Annual Statement		Dwelling Equipment			Dwelling Equipment	$0
		Non-Dwelling Structures	$0		Non-Dwelling Structures	$0
		Non-Dwelling Equipment	$0		Non-Dwelling Equipment	$0
		MI 39-1 Total	$198,342		MI 39-1 Total	$199,826
	MI 39-2 Desmond/Peru	Administration	$24,826	MI 39-2 Desmond/Peru	Administration	$24,826
		A & E Design/ Inspections	$20,000		A & E Design/ Inspections	$20,000

Form **HUD 50075** (03/2006)

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages - Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2009 PHA FY: 2009			Activities for Year: 3 FFY Grant: 2010 PHA FY: 2010		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
		Site Improvements	$0		Site Improvements	$0
		Dwelling Structures Microwave/Stove Hood Bathroom Conversion	$43,521		Dwelling Structures Closet Doors Emergency Generator	$137,457
		Dwelling Equipment	$5,000		Dwelling Equipment	$0
		Non-Dwelling Structures	$0		Non-Dwelling Structures Entrance Tile/Carpet	$8,475
		Non-Dwelling Equipment	$0		Non-Dwelling Equipment	$0
		Total MI 39-2	$93,347		Total MI 39-2	$190,758
	MI 39-3 Dulhut	Administration	$24,826	MI 39-3 Dulhut	Administration	$24,825
		A & E Design/ Inspections	$20,000		A & E Design/ Inspections	$20,000
		Site Improvements	$0		Site Improvements	$0
		Dwelling Structures Siding Replacement Porch Upgrades	$177,457		Dwelling Structures Microwave Range Hood Painting Apartments	$78,563

Form **HUD 50075** (03/2006)

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages - Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2009 PHA FY: 2009			Activities for Year: 3 FFY Grant: 2010 PHA FY: 2010		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
		Dwelling Equipment			Dwelling Equipment	$0
		Non-Dwelling Structures			Non-Dwelling Structures	$0
		Non-Dwelling Equipment	$5,000		Non-Dwelling Equipment	$5,000
		MI 39-3 Total	$227,283		MI 39-3 Total	$128,388
	PHA Wide	CFFP Debt Service	$225,800	PHA Wide	CFFP Debt Service	$225,800
Total CFP Estimated Cost			$744,772			$744,772

Form **HUD 50075** (03/2006)

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages - Work Activities

Activities for Year: 4 FFY Grant: 2011 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2012 PHA FY: 2012		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
MI 39-1 Gratiot/Huron	Management Improvements CHR	$20,000	MI 39-1 Gratiot/Huron	Management Improvements CHR	$20,000
	Administration	$24,826		Administration	$24,826
	A & E Design/ Inspections	$20,000		A & E Design/ Inspections	$20,000
	Site Improvements	$0		Site Improvements Play Area Upgrades	$5,038
	Dwelling Structures Painting Apartments Exterior Door Replace Roof Replacement	$170,038		Dwelling Structures Painting Apartments Roof Replacement	$140,000
	Dwelling Equipment			Dwelling Equipment	$0
	Non-Dwelling Structures	$0		Non-Dwelling Structures	$0
	Non-Dwelling Equipment	$0		Non-Dwelling Equipment	$22,457

Form **HUD 50075** (03/2006)

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages - Work Activities

Activities for Year: 4 FFY Grant: 2011 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2012 PHA FY: 2012		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	MI 39-1 Total	$234,864		MI 39-1 Total	$231,321
MI 39-2 Desmond/Peru	Administration	$24,826	MI 39-2 Desmond/Peru	Administration	$24,826
	A & E Design/ Inspections	$20,000		A & E Design/ Inspections	$20,000
	Site Improvements	$0		Site Improvements	$0
	Dwelling Structures Emergency Generator	$72,547		Dwelling Structures	$0
	Dwelling Equipment	$0		Dwelling Equipment	$0
	Non-Dwelling Structures	$0		Non-Dwelling Structures Community Building Upgrades	$10,000
	Non-Dwelling Equipment	$0		Non-Dwelling Equipment	$0
	Total MI 39-2	$117,283		Total MI 39-2	$54,826
	Management			Management	

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages - Work Activities

Activities for Year: 4 FFY Grant: 2011 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2012 PHA FY: 2012		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
MI 39-3 Dulhut	Improvements CHR Girl Scouts Boy Scouts Policing Contract	$77,000	MI 39-3 Dulhut	Improvements CHR Girl Scouts Boy Scouts Policing Contract	$77,000
	Administration	$24,825		Administration	$24,825
	A & E Design/ Inspections	$20,000		A & E Design/ Inspections	$20,000
	Site Improvements	$0		Site Improvements	$0
	Dwelling Structures Kitchen Cupboard Repl.	$35,000		Dwelling Structures Kitchen Cupboards Gas/Electric Upgrades Exterior Door Repl.	$100,000
	Dwelling Equipment	$0		Dwelling Equipment	$0
	Non-Dwelling Structures	$0		Non-Dwelling Structures Community Building Upgrades	$10,000
	Non-Dwelling Equipment	$10,000		Non-Dwelling Equipment	$0

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Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages - Work Activities

Activities for Year: 4 FFY Grant: 2011 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2012 PHA FY: 2012		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	MI 39-3 Total	$166,825		MI 39-3 Total	$231,825
PHA Wide	CFFP Debt Service	$225,800	PHA Wide	CFFP Debt Service	$225,800
		$744,772			$744,772

Form **HUD 50075** (03/2006)

OPTIONAL ATTACHMENT J

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

PHA Name: Port Huron Housing Commission		Grant Type and Number CFP Grant No: MI28P03950105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MI 39-1 Gratiot/Huron	Preventative Maintenance	1460	100%	$20,000	$86,400	$86,438	$86,438	
	Playscape Upgrade	1450	100%	$7,802	$0	$0	$0	
	Sidewalk Replacement	1450	100%	$5,000	$0	$0	$0	
	Seal Parking Lots	1450	100%	$5,000	$16,200	$16,200	$17,518	
	Refrigerator/Range Replacement	1465.1	100%	$0	$30,000	$32,069	$47,927	
	Gratiot Garage Expansion	1470	100%	$0	$27,000	$27,003	$27,003	
	RIC Upgrades	1470	100%	$0	$2,600	$2,570	$2,570	
	Shower Window Ledge Upgrade	1460	100%	$0	$3,200	$3,200	$60	
MI 39-2 Desmond/Peru	Replace Roofing	1460	100%	$100,000	$124,400	$125,983	$124,426	
	Replace Roofing on Mgmt Office	1470	100%	$50,000	$0	$0	$0	
	Interior Hall Door Replacement	1460	100%	$10,000	$0	$0	$0	
	Preventative Maintenance	1460	100%	$5,000	$1,600	$1,624	$1,624	

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	Sidewalk Replacements	1450	100%	$3,850	$14,300	$14,318	$12,967	
	Seal Parking Lots	1450	100%	$5,000	$6,500	$6,091	$3,057	
	Boiler Pump Replacement	1460	100%	$57,000	$58,000	$58,264	$58,264	
	Garage Entrance Doors	1470	100%	$0	$0	$0	$0	
MI 39-3 Dulhut	Cabinet/Countertop Replacement Phase I	1460	100%	$185,969	$0	$0	$0	
	Site Improvements	1450	100%	$5,000	$5,000	$5,000	$4,953	
	Preventative Maintenance	1460	100%	$13,816	$54,900	$54,973	$54,973	
	Playscape Upagrade	1450	100%	$7,802	$0	$0	$0	
	Refrigerator/Range Replacement	1465.1	100%	$0	$0	$0	$0	
	Tile Replacement	1460	100%	$0	$8,775	$8,778	$10,503	
	Seal Parking Lots	1450	100%	$0	$0	$0	$0	
PHA Wide	Administration Salaries	1410	100%	$74,913	$74,913	$74,913	$74,913	
PHA Wide (Continued)	Provide A/E Design	1430	100%	$51,000	$47,859	$47,859	$47,859	
	Provide Inspection of Work	1430	100%	$20,000	$20,409	$20,409	$20,409	
	Drug Intervention/Prevention	1408	100%	$80,000	$106,700	$106,700	$106,700	
	Maint/Mgmt Equipment	1475	100%	$20,000	$38,082	$38,082	$27,000	
	Resident Service Programs	1408	100%	$6,977	$0	$0	$1,900	
	Management Office Renovations Phase II	1470	100%	15,000	$18,655	$18,655	$18,066	
Totals				$749,129	$749,129	$749,129	$749,129	

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

PHA Name: Port Huron Housing Commission	**Grant Type and Number** Capital Fund Program No: MI 28P03950105 Replacement Housing Factor No:	**Federal FY of Grant:** 2005

Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
MI 39-1 Gratiot/Huron	08/18/2007			08/18/2009	06/30/2007		
MI 39-2 Desmond/Peru	08/18/2007			08/18/2009	06/30/2007		
MI 39-3 Dulhut	08/18/2007			08/18/2009	06/30/2007		
MI 39 PHA Wide	08/18/2007			08/18/2009	06/30/2007		

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OPTIONAL ATTACHMENT K

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

PHA Name: Port Huron Housing Commission	**Grant Type and Number** CFP Grant No: MI28P03950106 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2006

Original Annual Statement **Reserve for Disasters/Emergencies** **Revised Annual Statement (revision no:)**
Performance and Evaluation Report for Period Ending: 12/31/2007 **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	$0	$0	$0	$0
3	1408 Management Improvements	$112,000	$107,000	$106,700	$88,775
4	1410 Administration	$71,507	$73,620	$73,620	$73,620
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$51,000	$51,000	$31,502	$31,502
8	1440 Site Acquisition				
9	1450 Site Improvement	$30,000	$25,000	$23,514	$11,639
10	1460 Dwelling Structures	$305,000	$213,597	$55,392	$55,392
11	1465.1 Dwelling Equipment - Non-expendable		$176,563	$70,011	$55,053
12	1470 Non-dwelling Structures	$0	$0	$1,460	$1,460

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13	1475 Non-dwelling Equipment	$19,000	$81,000	$88,796	$80,605
14	1485 Demolition	$126,563	$7,101	$4,000	$4,000
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 - 20)	$715,070	$734,881	$454,995	$402,047
22	Amount of Line 21 Related to LBP Activities	$0	$0	$0	$0
23	Amount of Line 21 Related to Section 504 Compliance	$0	$0	$0	$0
24	Amount of Line 21 Related to Security - Soft Costs	$0	$0	$0	$0
25	Amount of Line 21 Related to Security - Hard Costs	$0	$0	$0	$0
026	Amount of Line 21 Related to Energy Conservation Measures	$0	$0	$0	$0

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

PHA Name: Port Huron Housing Commission		Grant Type and Number CFP Grant No: MI28P03950106 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	
MI 39-1 Gratiot/Huron	Preventative Maintenance	1460	100%	$40,000	$40,000	$35,109	$35,109	
	Vanity & Sink Replacement	1460	100%	$50,000	$50,000	$14,691	$14,691	
	Kitchen Counter Replacement	1460	100%	$12,500	$12,500	$0	$0	
	Range/Refrigerator Replacement	1465	100%	$0	$51,563	$70,011	$55,053	
	Site Improvements	1450	100%	$0	$0	$7,588	$814	
	Salt Bin	1470	100%	$0	$0	$0	$0	
	RIC Improvements	1470	100%	$0	$0	$1,460	$1,460	
MI 39-2 Desmond/Peru	Roof Replacement	1460	100%	$200,000	$200,000	$0	$0	
	Site Improvements	1450	100%	$30,000	$25,000	$15,926	$10,825	
	Pull Cord System Replacement	1460	100%	$0	$33,000	$0	$0	
	Garage Renovations	1470	100%	$0	$0	$0	$0	
	Preventative Maintenance	1460	100%	$0	$0	$0	$0	
MI 39-3 Dulhut	Preventative Maintenance	1460	100%	$50,000	$40,000	$5,592	$5,592	

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	Tile Replacement	1460	100%	$10,000	$4,500	$0	$0	
	Demolition	1485	100%	$126,563	$19,013	$4,000	$4,000	
	Range/Refrigerator Replacement	1465.1	100%	$0	$51,563	$0	$0	
PHA Wide	Administration	1410	100%	$71,507	$73,620	$73,620	$73,620	
	Provide A/E Design	1430	100%	$51,000	$40,000	$27,485	$27,485	
	Provide Inspection of Work	1430	100%	$20,000	$11,000	$4,017	$4,017	
	Drug Intervention/Prevention	1408	100%	$107,000	$107,000	$106,700	$88,775	
	Maint/Mgmt Equipment	1475	100%	$19,000	$19,000	$88,795	$80,605	
	Resident Service Programs	1408	100%	$5,000	$0	$0	$0	
	Management Office Facade Upgrade	1470	100%	$0	$10,000	$0	$0	
Totals				$715,070	$715,070	$454,417	$402,047	

OPTIONAL ATTACHMENT L

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

PHA Name: Port Huron Housing Commission	**Grant Type and Number** CFP Grant No: MI28P03950107 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: 12/31/2007 **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	$35,000		$35,000	$0
4	1410 Administration	$74,477			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$51,000		$0	$0
8	1440 Site Acquisition				
9	1450 Site Improvement	$20,000		$0	$0
10	1460 Dwelling Structures	$419,295		$0	$0
11	1465.1 Dwelling Equipment - Non-expendable			$0	$0
12	1470 Non-dwelling Structures	$130,000		$0	$0

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13	1475 Non-dwelling Equipment				
14	1485 Demolition	$15,000		$0	$0
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 - 20)	$744,772	$0	$35,000	$0
22	Amount of Line 21 Related to LBP Activities	$0	$0	$0	$0
23	Amount of Line 21 Related to Section 504 Compliance	$0	$0	$0	$0
24	Amount of Line 21 Related to Security - Soft Costs	$0	$0	$0	$0
25	Amount of Line 21 Related to Security - Hard Costs	$0	$0	$0	$0
026	Amount of Line 21 Related to Energy Conservation Measures	$0	$0	$0	$0

Form **HUD 50075** (03/2006)

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

PHA Name: Port Huron Housing Commission		Grant Type and Number CFP Grant No: MI28P03950107 Replacement Housing Factor Grant No:				Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MI39-1 Gratiot/Huron Villages	Funding For Drug Program	1408	100%	$17,500		$17,500	$0	
	Administrative	1410	100%	$19,838		$0	$0	
	Provide A & E Design & Inspections	1430	100%	$17,000		$0	$0	
	Site Improvements	1450	100%	$20,000		$0	$0	
	Preventative Maint/Painting	1460	100%	$40,000		$0	$0	
	Community Building Upgrades	1470	100%	$80,000		$0	$0	
	Salt Storage/Maint Renovations	1470	100%	$30,000		$0	$0	
	RIC Upgrades	1470	100%	$15,000		$0	$0	
	Maintenance Equipment	1475	100%	$5,000		$0	$0	
MI 39-2 Desmond/Peru Villages	Funding For Drug Program	1408	100%			$0	$0	
	Administrative	1410	100%	$34,465				
	Provide A & E Design & Inspections	1430	100%	$17,000				
	Elevator Upgrades	1460	100%	$125,000				

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	Drop Ceiling Common Spaces	1460	100%	$94,000		$0	$0	
	Balcony Design	1460	100%	$15,295		$0	$0	
	Balcony Design	1460	100%	$15,295		$0	$0	
	Door Lock Replacement	1460	100$	$100,000		$0	$0	
	Management/Maintenance Equipment	1475	100%	$5,000		$0	$0	
MI 39-3 Dulhut Village	Funding For Drug Program	1408	100%	$17,500		$17,500	$0	
	Administrative	1410	100%	$20,174		$0	$0	
	Provide A & E Design & Inspections	1430	100%	$17,000		$0	$0	
	Preventative Maint/Painting	1460	100%	$40,000		$0	$0	
	Tile Replacement	1460	100%	$5,000		$0	$0	
	Community Room Upgrades	1470	100%	$5,000		$0	$0	
	Demolition	1485	100%	$5,000		$0	$0	
Totals				$744,772		$35,000	$0	

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

PHA Name: Port Huron Housing Commission	**Grant Type and Number** Capital Fund Program No: MI 28P03950107 Replacement Housing Factor No:	**Federal FY of Grant:** 2007

Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
MI 39-1 Gratiot/Huron	07/01/2009			07/01/2011			
MI 39-2 Desmond/Peru	07/01/2009			07/01/2011			
MI 39-3 Dulhut	07/01/2009			07/01/2011			
MI 39 PHA Wide	07/01/2009			07/01/2011			

Form **HUD 50075** (03/2006)

OPTIONAL ATTACHMENT M

Port Huron Housing Commission
Five Year Plan Attachment
Violence Against Women Act Report

The Port Huron Housing Commission has adopted a policy (Violence Against Women Act Policy) to implement applicable provisions of the Violence Against Women and Department of Justice Re-authorization Act of 2005 (Pub. L.109-162) (VAWA). Port Huron Housing Commission's goals, objectives and policies to enable us to serve the needs of child and adult victims of domestic violence, dating violence and stalking, as defined in VAWA, are stated in the Port Huron Housing Commission VAWA Policy, a copy of which is attached to this Plan.

In addition, the Port Huron Housing Commission shall operate programs to serve the needs of child and adult victims of domestic violence, dating violence and stalking as and to the extent such programs are described from time to time in the Port Huron Housing Commission's Annual Public Housing Agency Plan.

Detailed Borrowing Analysis

Capital Fund Grant Leveraging

Completed for	**MI039 Port Huron Housing Commision**	
Assumed Interest Rate		5.25%
Origination Fee		0.75%
Fairness Opinion, Lender Legal & Closing Costs	$	30,000
DSR Initial Deposit		50%
Term of This Borrowing		20
Months of Cap Interest		3
P&I per Year		12
Computation of Base Capital Fund for Borrowing		
2008 Base Year Capital Funds Allocation		747,870
Planned Demolition (36 units at Dulhut in 2010)		(72,021)
Housing Brought Back On Line		
Other Adjustments #1		
Other Adjustments #2		
Net Capital Fund		675,849
Annual Debt Service Pledge		223,030
Annual Debt Service Pledge as % of Base Cap Funds		33.0%
Proceeds Analysis		
Gross Borrowing		2,738,540
Less Fees		(50,539)
Reserve Deposit		(111,515)
Less Cap Interest		(35,943)
Net Proceeds to PHA Project Fund		2,540,543
PHA Fiscal Year Ends		6/30/2008

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

Projektnummer / Projektbezeichnung	[illegible]
Projektleiter / Projektmitarbeiter	[illegible]
Datum der Prüfung	[illegible]
Prüfungsgrundlage	[illegible]
Anzahl Prüfer	[illegible]
Prüfungsdauer in Stunden	[illegible]
Anzahl der Prüfungsteilnehmer	[illegible]
Anzahl der Prüfungsteilnehmer mit Prüfungsnote	[illegible]
Anzahl der Prüfungsteilnehmer ohne Prüfungsnote	[illegible]
Anzahl der Prüfungsteilnehmer mit Prüfungsnote 1	[illegible]
Anzahl der Prüfungsteilnehmer mit Prüfungsnote 2	[illegible]
Anzahl der Prüfungsteilnehmer mit Prüfungsnote 3	[illegible]
Anzahl der Prüfungsteilnehmer mit Prüfungsnote 4	[illegible]
Anzahl der Prüfungsteilnehmer mit Prüfungsnote 5	[illegible]
Anzahl der Prüfungsteilnehmer mit Prüfungsnote 6	[illegible]

PORTFOLIO SCHEDULE

Rechtsanwaltsgesellschaft mbH
[illegible]
[illegible]

| [illegible] | [illegible] | [illegible] |

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
MI039 Port Huron Housing Commision	Capital Fund Program Grant No: Replacement Housing Factor	Cap Fund Borrowing

☐ Original Annual Statement ☐ Reserve for Disasters / Emergencies ☐ Revised Annual Statement
Revision Number
☐ Performance and Evaluation Report for Period Ending ☐ Final Performance and Evaluation Report

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	50,539			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	2,540,543			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service	147,458			
20	1502 Contingency				
21	Amount of Proposed Project: (sum of lines 2 – 20)	2,738,540			
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				

This budget is subject to the approval of the Capital Funds Financing.

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: **MI039 Port Huron Housing Commision**		**Grant Type and Number** Capital Fund Program Grant No: 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	
	Fees and Costs								
PHA Wide	Loan Costs of Issuance		1430		50,539				
	Total Fees and Costs		**1430**		**50,539**				
MI39-2 Desmond/Peru									
	Dwelling Structures								
	Ongoing Modernization		1460		2,540,543				
	Drop Ceiling		1460	10 Buildings	124,321				
	Balconies		1460	108 Units	1,006,222				
	Window/Sliding Door Replacement		1460	108 units	300,000				
	Security System		1460	205 Units	145,000				
	Closet Door Replacement		1460	205 Units	35,000				
	Bathroom Shower Upgrade		1460	205 Units	660,000				
	Desmond Roof		1460	108 Units	235,000				
	Subtotal 1460				**2,540,543**				
PHA Wide	**Collaterization or Debt Service**		1501						
	Capitalized Interest				35,943				
	Debt Service Reserve				111,515				
	Total Collaterization		**1501**		**147,458**				
	GRAND TOTAL				**2,738,540**				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: **MI039 Port Huron Housing Commision**		**Grant Type and Number** Capital Fund Program Grant No: 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	

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
MI039 Port Huron Housing Commision	Capital Fund Program No: Replacement Housing Factor No:	**Capital Fund Borrowing**

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	
MI039-02							
Desmond-Peru Village							