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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: Grand Rapids Housing Commission **PHA Number:** MI73

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: 424 Number of S8 units: 2,814

☐**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)

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

5-YEAR PLAN
PHA FISCAL YEARS 2005 - 2009
[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)
The Grand Rapids Housing Commission provides housing assistance and affordable housing opportunities to lower-income families, the disabled and senior citizens in a manner that is fiscally sound and in ways that support families, neighborhoods and economic self-sufficiency.

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 (See "Other PHA Goals and Objectives," end of section B)

☒ 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: (See "Other PHA Goals and Objectives," end of section B)

☒ 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: (See "Other PHA Goals and Objectives," end of section B)

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

☒ PHA Goal: Provide an improved living environment

Objectives:

- ☐ Implement measures to deconcentrate 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: (See "Other PHA Goals and Objectives," end of section B)

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: (See "Other PHA Goals and Objectives," end of section B)

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)

MANAGEMENT

GRHC Goal: Manage the existing housing program in an efficient and effective manner to achieve a score of 90% or above under the U.S. Department of HUD Public Housing Assessment System.

Objectives:

- Maintain a strong and solvent year-end financial position and positive cash flow.
- Operate the Section 8 tenant-based program and Public Housing program so that income exceeds expenses every year.
- Implement procedures that assure the timely submission of the yearly financial audit and all required financial reports.
- Sustain an occupancy rate of at least 95%. (completed and ongoing)
- Reduce average unit turnover time to 30 days by June 30, 2009.

GRHC Goal: Enhance the knowledge and efficiency of all Housing Commission staff, empowering staff to operate as customer friendly and fiscally prudent leaders in the affordable-housing industry.

Objectives:

- Provide training that will enhance staff understanding of client needs and enable staff to communicate more effectively with internal and external audiences (cultural competence).

- Provide training opportunities to management employees to assure a strong, long-term management team.

- Provide training opportunities to management employees and to those who provide direct client services to familiarize staff with community resources that may supplement the services provided by the GRHC.

- Provide training to update Housing Commissioners regarding GRHC programs and services.

- Configure staff work stations and work locations so as to maximize existing office space.

- Augment staffing needs through partnerships with community agencies that are looking for Title V placements, internships, work study and other employment-related opportunities.

- Conduct a job classification study to ensure that the GRHC can continue to attract and retain high-performing employees.

COMMUNITY PLANNING

GRHC Goal: Expand the role of the GRHC in community planning, particularly planning related to affordable-housing opportunities.

Objectives:

- Continue to assume a leadership role in comprehensive community planning related to affordable-housing programs and services, working with the City of Grand Rapids and other local officials to meet not only current but emerging housing needs.

- Work with the Grand Rapids Area Housing Continuum of Care Vision to End Homelessness Committee, the Permanent Housing Providers Council, and other regional housing development and social service providers to secure affordable housing for people with disabilities, Temporary Assistance to Needy Family (TANF) recipients who are becoming employed, and those at risk for homelessness throughout the region.

- Work with the Grand Rapids Area Housing Continuum of Care, Network 180 and Touchstone Innovare to establish and implement "Home at Last," a program that provides affordable housing and supportive services to chronically homeless individuals. Implement the 2nd phase of the program in 2007. (established in 2006, second phase implemented in 2007)

- Seek and develop new avenues for providing affordable housing opportunities to our community's growing senior population, in particular programs and services that enhance senior citizens' ability to live independently and maintain quality of life.

- Support the "Great Neighborhoods" component of the City's five-year Neighborhood Investment Plan (2005-2010) by exploring the establishment of a housing trust fund to develop mixed-use, mixed-income housing facilities.

- Serve the housing and supportive needs of child and adult victims of domestic violence, dating violence, sexual assault or stalking by continuing to offer services to homeless women and their children through Hope Community Transitional Housing Program. (completed and ongoing)

FISCAL RESPONSIBILITY

GRHC Goal: Ensure full compliance with all applicable standards and regulations, including government generally accepted accounting practices.

Objectives:

- Implement an asset-management and project-based accounting system.

- Adhere to and implement all Governmental Accounting Standards Board (GASB) statements and bulletins.

GRHC Goal: Manage GRHC programs in an effective and efficient manner to achieve a score of at least 20 on the annual Public Housing Assessment System evaluation of key financial indicators.

Objectives:

- Achieve and sustain a current ratio higher than 1.5.

- Achieve and maintain a months-of-expendable-fund balance higher than 2.

- Seek financial resources to develop a fiscal "safety net" to combat cuts in resources.

DEVELOPMENT

GRHC Goal: Help our community address a need cited in the Grand Rapids Consolidated Plan by making affordable housing opportunities more available to low-income and very low-income families.

Objectives:

- Develop 45 new rental affordable-housing units for the low-income elderly in our community by December 2005. (completed)

- Apply for 100-200 additional rental vouchers for the non-elderly disabled or veteran populations if these become available through the Housing Choice Voucher Program or alternative voucher program.

- Build or acquire 50 units for conversion to Section 8 Homeownership units by June 30, 2009.

- Through the HUD FY 2007 NOFA, apply for a HOPE VI Grant to complete Phase III of the GRHC's HOPE VI revitalization plan, which includes the construction of 48 single-family Scattered Site homeownership units.

- Use RHF funding to complete one homeownership unit that will be made available to a low-income family through the GRHC's Scattered Sites program (completed).

- Leverage private or other public funds to create additional housing opportunities for very low-income or low-income families, including constructing one new affordable-housing development for those who have special needs.

- Develop a Section 32 Homeownership Program.

- Apply for Capital Fund Financing Program funds to revitalize the Adams Park and Creston Plaza housing developments.

MARKETING & PUBLIC RELATIONS

GRHC Goal: Enhance the public image and marketability of the GRHC's housing units.

Objectives:

- Through staff training, regular facility/service evaluation and the development and implementation of resident services programs, achieve a level of customer satisfaction that gives the GRHC a "high performer" score under the Public Housing Assessment System.

- Maintain proper curb appeal for all developments by improving landscaping, maintaining the grounds and maintaining properties litter free.

- Remove all graffiti within 24 hours of discovering it.

- Partner with the City police department, neighborhood associations, residents and community groups to ensure that all GRHC housing developments offer a safe and secure environment.

- Incorporate a marketing/tenant service questionnaire into housing development applications and Resident Services surveys to provide staff with client input that will drive more effective and efficient marketing campaigns.

- Develop/regularly update client-friendly, client-driven brochures, fact sheets and other materials needed to effectively market the GRHC's public housing developments.

- Evaluate client input via marketing questionnaires and surveys to assess the effectiveness of marketing efforts.

GRHC Goal: Increase public awareness and understanding of GRHC programs and services.

Objectives:

- Analyze the current situation within the Greater Grand Rapids affordable-housing marketplace and incorporate strategies and tactics designed to:
    a. Maximize usage of GRHC programs and services
    b. Position the GRHC to compete effectively for available services and resources.

- Market and promote the GRHC and its programs and services by developing and producing such publications as an annual report, quarterly newsletters and program/service brochures.

- Investigate the feasibility of enhancing community knowledge of Housing Commission programs and services through the development of a new organizational identity program (logo/logotype, standardization of materials across sites and programs, or differentiating certain programs [i.e., Hope Community]). (staff comment: related to bullet re "branding")

- Investigate the feasibility of creating a video presentation re GRHC programs and services targeted to the general public.

- Expand current community partnerships to maximize delivery of services and programs.

- Work with relevant community groups to enhance the GRHC's role in community planning and to improve access to programs and services among minority and non-English-speaking residents.

- Keep the public apprised of newsworthy GRHC events, programs and services through the timely distribution of news releases to local media.

- Promote public awareness and enhance access to programs and services by continuing to develop and promote the GRHC web site.

- Sponsor annual GRHC resident scholarship awards in conjunction with the GRHC Annual Luncheon event.

- Develop and promote a "40th Anniversary" event that enhances the visibility of GRHC programs and services. (completed)

SECTION 8 TENANT-BASED PROGRAM

GRHC Goal: Manage the tenant-based program in an efficient and effective manner, qualifying as a "high performer" under SEMAP.

Objectives:

- Maintain a U.S. Department of HUD Section 8 Management Assessment Program score of 90% or above.

- Maintain a voucher utilization rate of between 98% and 100%.

- Perform annual certification and inspection of 100% of Section 8 participants.

- Perform initial inspections within 14 days of request for lease approval.

GRHC Goal: Expand the range and quality of housing choices available to participants in the tenant-based assistance program.

Objectives:

- Increase Section 8 Homeownership Program participation to achieve 12 new homeowners each year.

- Expand the FSS program beyond the current 295 participants to support the self-sufficiency goals of 55 additional low-income families.

- Administer 190 Section 8 units for persons with disabilities under the Mainstream program.

- In collaboration with HUD and other local housing agencies, continue to conduct outreach to landlords to encourage their participation in the Section 8 program.

- Implement training regarding lead-based paint regulations, safe work practices and abatement testing.

- Offer case management and other supportive services to voucher program participants. (ongoing)

- Develop objectives, policies and procedures specifically designed to meet the housing and supportive needs of child and adult victims of domestic violence, dating violence, sexual assault or stalking victims.

MAINTENANCE

GRHC Goal: Maintain the Housing Commission real estate in good condition.

Objectives:

- Apply for a Capital Fund Grant and complete improvements under the Capital Fund 5-year plan—approximately $3.3 million for public housing sites.

- Participate in the Capital Pool Fund to implement $2.8 million in renovations to public housing developments.

- Complete viability and need assessments at Leonard Terrace, Mt. Mercy and Scattered Sites, and update assessments of Ransom Tower and Public Housing developments by June 30, 2009. (Needs assessments completed for Scattered Sites and Public Housing; needs assessments for Leonard Terrace, Mt. Mercy, Ransom Tower to be completed by June 30, 2009.)

- Conduct an annual evaluation of all units to ensure continuing compliance with HUD Uniform Physical Condition Standards and the City of Grand Rapids housing code.

- Increase curb appeal of all housing developments by improving landscaping and grounds maintenance.

GRHC Goal: Deliver timely and high-quality maintenance service to the residents of the GRHC.

Objectives:
- Continue to implement a preventive maintenance program.

- Respond to emergency work orders in less than 24 hours.

- Maintain an average response time of seven days when addressing routine work orders.

- Improve communication with residents regarding maintenance and construction activities.

- Improve maintenance staff skills through cross-training, seminars and vendor instruction.

SAFETY & SECURITY

GRHC Goal: Ensure that GRHC housing developments provide a safe and secure environment.

Objectives:
- Support local law enforcement activities that enhance the City's ability to keep GRHC developments and the surrounding neighborhood safe and secure.

- Collaborate with the City's Recreation Department to serve young housing development residents and neighborhood youth through the Recreation Reaps Rewards Program.

- Support community policing through the GRHC's family site Neighborhood Centers.

- Continue aggressive screening procedures to reduce evictions due to violations of criminal laws.

- Continue to implement safety and security improvements to address any specific concerns expressed by residents in the annual HUD Resident Assessment Survey.

SUPPORTIVE SERVICES

GRHC Goal: Improve GRHC housing residents' access to services that support economic opportunity and quality of life.

Objectives:

- Apply for funding for FSS coordinators to continue implementation of the Family Self-Sufficiency Program. Establish and implement an intensive, on-site self-sufficiency program at Creston Plaza family housing development.

- Support the continuation of the Neighborhood Centers that provide resident services at the family sites.

- Expand resident services to include case management services at Mount Mercy and Creston Plaza housing developments. (completed)

- Provide or attract supportive services to increase independence for the elderly and families with disabilities.

- Leverage community partnerships to gain social work interns and supportive community volunteers, and to maximize the accessibility and effectiveness of community resources available to participants in GRHC programs.

- Refine and enhance educational and social programs at GRHC housing developments.

- Create and regularly update an "emergency services" handout staff can use to help families quickly access needed community resources.

- Support the Resident Advisory Board to ensure commission-wide representation.

EQUAL OPPORTUNITY

GRHC Goal: Operate the GRHC in full compliance with Equal Opportunity laws and regulations, and affirmatively further fair housing.

Objective:

- Update and implement the Equal Opportunity Policy and coordinate with the City of Grand Rapids Equal Opportunity Department to ensure that the GRHC continues to utilize the services of highly qualified minority- and women-owned businesses.

GRHC Goal: Operate the GRHC in full compliance with Equal Opportunity laws and regulations, and affirmatively further fair housing.

Objectives:

- Continue to implement and update the GRHC's Equal Employment Opportunity policy.

- Mix GRHC public housing development populations as much as possible with respect to ethnicity, race and income.

- Help recipients of tenant-based vouchers seek housing opportunities beyond areas of traditional low-income and minority concentration.

- Continue staff participation in annual fair housing activities sponsored by the City's EEO Department and the Fair Housing Center

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.

BACKGROUND
The Grand Rapids Housing Commission (GRHC) is the local public housing agency (PHA) created in 1966 by Grand Rapids City Ordinance under State of Michigan enabling legislation. The GRHC is authorized to "purchase, acquire, construct, maintain, operate, improve, repair or extend housing facilities and eliminate adverse housing conditions." The Housing Commission is composed of five members who are representative of the City's citizens and knowledgeable regarding real estate and/or property management. At least one member of the Commission is a tenant of public or subsidized housing. Members are appointed by the City Manager and confirmed by the City Commission.

The Grand Rapids Housing Commission appoints a Director who serves as Secretary. The Grand Rapids Housing Commission prescribes the duties of its subordinate officers and employees and has sole authority to fix their compensation and the terms and conditions of employment. The GRHC is responsible for its own contracting and procurement for its housing developments, including construction, maintenance and operations. The GRHC must submit an annual accounting of financial activity to the City Commission.

The GRHC's management is organized under the executive office and seven main areas. Housing Management is responsible for the day-to-day operation of the agency's owned-rental housing developments, i.e., conventional public housing, developments funded by low-income housing tax credits, transitional housing, Section 8 new construction and project-based developments, including Family Self-Sufficiency and Resident Opportunities and Self-Sufficiency programs, services and activities. Additionally, Housing Management oversees the administration of the agency's capital and rehabilitation programs, as well as housing maintenance activities. Program Management is responsible for the agency's leased-housing program and associated activities, i.e.,

Housing Choice Vouchers, Section 8 Moderate Rehabilitation, and Family Self-Sufficiency, Section 8 Homeownership, Welfare-to-Work and Mainstream programs. Real Estate Development is responsible for implementing existing housing development strategies and identifying new opportunities to increase the availability of affordable housing. Finance is responsible for management of all accounting, MIS, budgets and auditing. Personnel & Benefits is responsible for personnel, EEO/Affirmative Action and employee benefits. Communications is responsible for developing and implementing communication and public relations activities in support of the Commission's mission. The GRHC directly employs 54 staff and supplements staffing with a combined total of 70 contract employees and volunteers, for a total workforce of 124.

The Grand Rapids Housing Commission has six primary sources of funding; these include Operating Fund, Capital Fund and Section 8 grants, an Emergency Shelter Grant, a Transitional Housing Grant and "other." The GRHC combined FY 2008 budget is $26.4 million, with HUD providing $17.5 million of the budget in subsidy and grants. For planning purposes, the GRHC has assumed that the funding for existing programs will remain essentially the same each year. The funding for the public housing and voucher programs is subject to annual HUD appropriations.

The 1998 Quality Housing & Work Responsibility Act (QHWRA) requires that all public housing authorities (PHAs) prepare a five-year agency plan for their Public Housing and Section 8 existing programs. The Grand Rapids Housing Commission has prepared its five-year Agency Plan for fiscal years 2005–2009. One of the critical elements of the five-year plan is the following mission statement, adopted by the Housing Commission on December 7, 1999:

> ***"The Grand Rapids Housing Commission provides housing assistance and affordable housing opportunities to lower-income families, the disabled and senior citizens in a manner that is fiscally sound and in ways that support families, neighborhoods and economic self-sufficiency."***

In addition to the mission statement, the Grand Rapids Housing Commission has adopted a number of goals and objectives to support its mission and to comply with the requirements of QHWRA. These are incorporated into the GRHC's Five-Year Agency Plan, and they are also reviewed and updated annually. The remainder of the Executive Summary places the 2008 strategies, goals and objectives outlined in this Annual Plan into the broader context of the programs and services the GRHC provides.

PUBLIC & ASSISTED HOUSING

In 1969 the GRHC had 188 elderly units (Adams Park) and 40 family units (Campau Commons I) of conventional public housing funded by the U.S. Department of Housing and Urban Development. In fiscal year 2008 the GRHC is providing 4,050 units of affordable housing through a diverse portfolio of housing programs; this includes 92 units that opened at the redeveloped Campau Commons site during fiscal year 2008. The GRHC assumes a key role in meeting the housing needs of the City of Grand Rapids, successfully leveraging public and private resources to forge partnerships that have benefited its housing developments and the Grand Rapids community.

The Grand Rapids Housing Commission will continue to take a leadership role in addressing the housing and supportive needs identified by the City in its Consolidated Plan. This is consistent with our Mission Statement, which extends beyond simply providing housing assistance, specifying that the assistance provided or offered must support families, neighborhoods and economic self-sufficiency. The GRHC presently operates several housing programs:

Conventional Public Housing. The Grand Rapids Housing Commission currently owns and manages 425 units of conventional public housing also known as low-income public housing. Under this program, the U.S. Department of Housing & Urban Development (HUD) pays to construct the housing developments, and operating costs are funded through rental income and operating subsidies provided by the federal government according to a formula known as the Performance Funding System. The GRHC receives approximately $1,000,000 annually in operating subsidy in order to serve very low-income families under federal regulations. In addition to the operating subsidy we receive in support of the conventional public housing program, the GRHC is also eligible to pursue support of its developments through participation in the following HUD-funded programs:

- *Capital Fund Program*. Housing commissions of more than 250 units receive funding under the Capital Fund Program in support of capital improvements, modernization and management improvements. The Grand Rapids Housing Commission must submit both an annual statement and a rolling five-year plan on the use of these funds. The amount each agency receives is based on a formula and annual congressional appropriations. During 2008 the GRHC will seek Capital Fund financing to undertake the revitalization of our Adams Park and Creston Plaza housing developments.

- *Family Self-Sufficiency Program*. The Housing Commission provides monetary incentives and supportive services that encourage participants to seek and maintain employment. As a household's income increases, the family pays a greater portion of its rent. From the savings the Housing Commission realizes, an escrow account is established to benefit the family. After completing contract requirements and being

free of welfare assistance for one year, the family can receive escrow funds. HUD Resident Opportunities and Self-Sufficiency (ROSS) Program grants enabled the GRHC to establish a new on-site economic self-sufficiency office at our Creston Plaza family housing development; a similar on-site office was established at our Campau Commons family development during 2007.

The Housing Commission will continue to nurture the relationships we have developed with local social service and educational agencies that assist families as they journey toward self-sufficiency; these agencies include the Area Community Service Employment and Training Agency (ACSET), Head Start, Grand Rapids Community College and the Kent County Department of Human Services. The FSS program is also available to participants in the GRHC's Section 8 Housing Choice Voucher Program.

- *Section 5(h) Public Housing Homeownership Program*. This program enables the Grand Rapids Housing Commission to renovate or build homes and lease them as part of its public housing program, offering qualified leaseholders the option to purchase the property they occupy. To date, the GRHC has acquired 150 units of this "Scattered Sites" public housing; a total of 126 leaseholders have exercised their option to purchase their home and have closed with local lending institutions. The GRHC is using proceeds from the sale of these homes to address identified housing needs and support additional affordable housing opportunities within the Grand Rapids community. In December 2007 the GRHC completed an 1870-square-foot single-family homeownership unit that is being rented to a low-income family through our Scattered Sites program. In 2008 the GRHC will develop a new Section 32 Homeownership Program through which 48 new single-family homes will be made available to low-income families during the next several years.

Section 8 Housing Choice Voucher Program. The Housing Choice Voucher Program provides a rental subsidy to low-income households that rent privately owned, existing units. The Grand Rapids Housing Commission pays the subsidy directly to the unit's owner to make up the difference between the fair market rent and the amount the tenant can afford. The GRHC currently administers 2,814 housing vouchers as well as these related HUD-funded programs:

- *Family Self-Sufficiency Program*. See program description above.

- *Mainstream Program*. The Mainstream Program provides 190 vouchers to families whose head of household or spouse has disabilities. The GRHC works with the local social service agency Disability Advocates to identify the need for affordable housing among disabled residents of Kent County. Disability Advocates uses city and county funds to provide wheelchair access ramps and similar modifications for families who

need them. The local social service agency Home Repair Services has contracted to install the ramps and make other needed modifications.

- *Home at Last Program*. Thirty-two units of rental assistance provided to chronically homeless individuals.

- *Disaster Voucher Program*. Six rental assistance vouchers provided to evacuees from Hurricanes Katrina and Rita.

- *Section 8 Homeownership Program*. In 2002, the Grand Rapids Housing Commission launched a Homeownership Program to help low-income families who wish to apply Housing Choice Voucher funds toward the purchase of their own home. Under this program, a low-income family identifies the property it wishes to purchase and arranges for a mortgage. The GRHC requires the family to obtain a certified inspection and to attend classes designed specifically for new homeowners. The GRHC pays a portion of the mortgage payment directly to the lending institution from Housing Assistance Payment funds. The program has celebrated a total of 38 client closings as of December 31, 2007. Our goal in the coming year is to increase both the number and success rate of participants in this exciting program.

- *Project-Based Program*. This program enables the GRHC to assign housing vouchers to specific housing sites targeted toward homeless women with children, low-income senior citizens and the disabled. The GRHC administers a total of 425 units under this program.

  During FY 2003, the Housing Commission designated a total of 200 vouchers to the GRHC's Mt. Mercy housing development and Oroquois Apartments and Emerald Creek Apartments in Grand Rapids. During FY 2004, an additional 100 vouchers were designated to Mt. Mercy and Heron Court and Heron Manor Apartments. During FY 2005, 45 were designated to the GRHC's Sheldon Apartments senior housing development.

  In 1991, the Grand Rapids Housing Commission formed the Leonard Terrace Housing Corporation for the purpose of owning and operating an elderly apartment development located in the City of Grand Rapids. The Housing Commission manages the development and is the sole member of the Leonard Terrace Housing Corporation. This development is designated 125 project-based vouchers.

Section 8 Moderate Rehabilitation. The Grand Rapids Housing Commission administers a Section 8 Moderate Rehabilitation Program that includes a total of 102 units. Rehabilitated by private developers, these units are subsidized with Section 8 rental assistance funds and rented to low-income tenants. The GRHC makes monthly Section 8

subsidy payments to these properties and is responsible for conducting annual physical reviews. The majority of these Mod Rehab contracts are renewed annually.

Section 8 New Construction. The Ransom Avenue Development Corporation was formed for the purpose of constructing and owning a 153-unit elderly apartment development located in downtown Grand Rapids. The development was financed with the proceeds of a mortgage issued under Section 231 of the National Housing Act. In addition, the Grand Rapids Housing Commission authorized the issuance of Section 11(b) tax-exempt bonds to help finance the development. These units are subsidized through a Section 8 New Construction contract with the Department of Housing and Urban Development.

Low-Income Housing Tax Credit. The Grand Rapids Housing Commission has developed several projects under the federal Low-Income Housing Tax Credit Program administered through the Michigan State Housing Development Authority (MSHDA).

- *Mount Mercy Development*. In 1990, the Grand Rapids Housing Commission purchased the Mount Mercy Academy property on Grand Rapids' northwest side for the purpose of renovating and constructing a 125-unit development to house the low-income elderly. The Mt. Mercy Limited Partnership and the Mt. Mercy Housing Corporation were formed to own and operate this housing facility. The development is financed with the proceeds from federal Low-Income Housing Tax Credits and a mortgage issued by the Grand Rapids Housing Commission. The facility is managed by the GRHC, which is also the sole member of the Mt. Mercy Housing Corporation. The Mt. Mercy Limited Partnership has the right to sell the property and the Grand Rapids Housing Commission is obligated to purchase it in 2008.

  In 2003, the Mt. Mercy development was converted to 125 Section 8 Project-Based units for the elderly. In 2005 the GRHC completed a two-phase, $7.8 million renovation and expansion project to modernize the building's north wing, expand community space and construct an addition that's made 55 new one-bedroom units available to low-income seniors and disabled persons.

- *Hope Community Development*. The Grand Rapids Hope Limited Partnership I & II and the Hope Community Housing Corporation were formed for the purpose of owning and operating housing facilities for homeless women with children, including adult and child victims of domestic violence, dating violence, sexual assault and stalking. The Greater Grand Rapids Home Builders Association and Hope Community, Inc., raised funds for the development and construction of a complex that consists of a 12-unit main service center and 12 satellite units of detached duplexes. The housing facilities are financed with the proceeds from federal Low-Income Housing Tax Credits and a mortgage issued by the Grand Rapids Housing Commission. The facilities are managed by the GRHC, which is also the

sole member of the Hope Community Housing Corporation. During 2007 the GRHC began the process of purchasing the properties from the Hope Limited Partnership.

- *Sheldon Housing Development*. In 2002, the Sheldon Avenue Limited Partnership was formed for the purpose of transforming a vacant school building and grounds on Grand Rapids' southeast side into a 20-unit, two-story apartment building flanked by 25 new one- and two-bedroom cottages, all designed to serve senior citizens and the disabled. In late 2004, the GRHC was awarded federal Low-Income Housing Tax Credits and a Federal Home Loan Bank of Indianapolis Affordable Housing Program grant in support of this development. The $4.8 million project got underway in winter 2004, and the development was placed into service in November 2005.

- *Campau Commons Redevelopment*. In 2005 the GRHC applied for and received a reservation for $1.3 million in federal Low-Income Housing Tax Credits that has been leveraged to acquire the financing needed to implement a $14.2 million redevelopment of the severely distressed Campau Commons family housing development. Redevelopment of housing units at the former Campau Commons site has been completed, with 92 new units under lease as of December 31, 2007.

Transitional Housing Program. The Grand Rapids Housing Commission uses a Transitional Housing Grant from the U.S. Department of HUD and a Michigan State Housing Development Authority Emergency Shelter Grant to fund case management and other supportive services for residents of its Hope Community transitional housing program for women and children. All adult residents of this facility are required to participate in educational or training programs that will eventually lead to meaningful employment; the program provides full-time on-site child care to make this participation possible. The goal of Hope Community is to offer not only shelter but also opportunities for residents to develop life and job skills that will help them regain and maintain self-sufficiency. Program clients may include adult and child victims of domestic violence, dating violence, sexual assault and stalking.

RESIDENT SERVICES PROGRAM

The GRHC's Housing Management staff and Resident Services Manager are using the results of resident surveys conducted in 2001-2002, 2004 and 2006 to develop and enhance resident service programs.

The intent of the GRHC's resident services plan is two-fold:

- To build a comprehensive on-site case management program that provides families with referrals to appropriate community services, including educational/training and employment programs.
- To provide a dedicated liaison that facilitates our collaborative efforts with our public, nonprofit and faith-based service partners.

During 2003, the Housing Commission hired four permanent, full-time Resident Services Specialists to make the case management services offered through the Hope Community Transitional Housing Program and at Adams Park Apartments more responsive to resident needs and to staff a new on-site case management office at Ransom Tower Apartments. Resident Services Specialists help residents access available community resources. In 2004, the GRHC hired a temporary contract employee to provide case management services at our Campau Commons family housing development. In 2005, staff was reorganized to provide full-time case management services at Campau Commons and Mount Mercy Apartments. During 2006, HUD Resident Opportunities and Self-Sufficiency Program grants enabled the GRHC to launch a new economic self-sufficiency initiative that serves residents of our Creston Plaza and Campau Commons housing developments. A full-time Resident Services Specialist coordinates that program.

Partnerships with educational, health, social service and faith-based organizations continue to be a major source of support to our Resident Services program. The following list includes a few of the many programs and services GRHC Resident Services now offers or facilitates with the help of these community partners:

- Food pantries at Adams Park, Leonard Terrace, Ransom Tower, Mount Mercy and Sheldon Apartments housing developments
- Acquisition of donated furniture and other home furnishings for Hope Community, Adams Park, Campau Commons, Creston Plaza and Mount Mercy residents
- On-site Senior Neighbors Center at Leonard Terrace, providing meals as well as social and educational opportunities
- On-site "Community Center" at Creston Plaza, offered in conjunction with Grand Rapids Public Schools and the Grand Rapids Parks and Recreation Department. This provides after-school tutoring services, as well as job search services, clothing and food bank deliveries, and social opportunities.
- "Head Start" and "Recreation Reaps Rewards" children's and youth programs at Creston Plaza and Campau Commons
- Literacy and computer classes
- Social and recreational clubs and special events
- Van service to transport elderly and disabled residents to health care appointments and to provide access to shopping and recreational opportunities
- Health education programs and health services, including eye exams, blood pressure and other health screenings and assessments, and exercise classes at all developments that serve senior citizens and the disabled
- Collaborations between GRHC senior housing sites and local colleges and universities that are helping to facilitate residents' access to health care screenings and information.
- Meals on Wheels for elderly and disabled residents
- Church and bible study activities sponsored by faith-based community partners
- Security system donated to Sheldon Apartments

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:

- ☒ Admissions Policy for Deconcentration (Attachment A)
- ☒ FY 2008 Capital Fund Program Annual Statement (Attachment B)
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- ☒ List of Resident Advisory Board Members
- ☒ List of Resident Board Member
- ☒ Community Service Description of Implementation
- ☒ Information on Pet Policy
- ☒ Section 8 Homeownership Capacity Statement, if applicable
- ☒ Description of Homeownership Programs, if applicable

Optional Attachments:

- ☒ PHA Management Organizational Chart (Attachment N)
- ☒ FY 2008 Capital Fund Program 5 Year Action Plan (Attachment E)
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Attachment O)
- ☒ Other (List below, providing each attachment name)
  - Annual Statement/Performance & Evaluation Report, Use of CFFP Financing Proceeds (Attachments C)
  - FY 2000-2007 CFP Statements (Attachments D-L)
  - PHA Proposed Operating Budget, FY ending 6/30/2009 (Attachment M)
  - Component 3 (6) Deconcentration and Income Mixing (Attachment P)
  - Component 10 (B) Voluntary Conversion Initial Assessments (Attachment Q)
  - Certification by Local Official of PHA Plan Consistent with Consolidated Plan (Attachment R)
  - PHA Certification of Compliance (Attachment S)
  - Form HUD-50070, Certification for a Drug-Free Workplace (Attachment T)
  - Form HUD-50071, Certification of Payments to Influence Federal Transaction (Attachment U)
  - Standard Form SF-LLL and SF-LLL, Disclosure of Lobbying Activities (Attachment V)
  - GRHC – 2007 Accomplishments (Attachment W)
  - Follow-Up Plan for Resident Assessment Survey (Attachment X)
  - Comprehensive Needs Assessment, MI73-001, MI73-002 and MI73-003 (Attachment Y)

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;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration 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 deconcentration 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
X	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
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program ☒ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	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
N/A	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.

The housing needs assessment of families in the Grand Rapids jurisdiction was based on information contained in the City of Grand Rapids Consolidated Housing & Community Development Plan FY 2005-2010. The Grand Rapids Housing Commission will continue to participate in the development of the Consolidated Plan. The Consolidated Plan and the Comprehensive Housing Affordability Strategy (CHAS) Databook for Michigan provided by the Department of HUD were utilized to complete the table on the following page, "Housing Needs of Families in the Jurisdiction by Family Type."

The ratings for the following factors shown in the table are on a 1 to 5 scale; 1 signifies "no impact" and 5 signifies "severe impact."

- Affordability: problems with rent burden (rent comprising greater than 30% of income) and/or severe rent burden (rent comprising greater than 50% of income)
- Supply: Ranking based on vacancy rates. Vacancy rates indicate a stable market.
- Quality: Ranking based on physical quality and age of structures. Older structures and housing code violations are heavily concentrated within the central portion of the City, where low- and moderate-income households are also concentrated.
- Accessibility: lack of units that are accessible to persons with disabilities.
- Size: Ranking based on overcrowding rates.
- Location: extent to which the supply of units available limits housing choices for families to particular locations, notably areas of poverty/minority concentration.
- Senior citizens: The City of Grand Rapids Consolidated Plan identifies permanent supportive housing as the priority for this population.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Access-ibility	Size	Location
Income <=30% of AMI	8,077	5	2	4	1	2	5
Income <=30% of AMI but <=50% of AMI	5,567	5	2	4	1	2	5
Income >50% but <80% of AMI	6,898	3	2	4	1	2	5
Senior Citizens	4,564	4	2	4	3	1	2
Households with a Disabled Member	4,149	5	5	4	5	1	2
African American	7,288	5	2	4	1	2	5
Hispanic	3,413	5	2	4	1	2	5

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: 2005-2010

☒ 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.

Housing Needs of Families on the Waiting List, Section 8			
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/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4,646	100%	
Extremely low income <=30% AMI	3,857	83%	
Very low income (>30% but <=50% AMI)	748	16%	
Low income (>50% but <80% AMI)	41	1%	
Families with children	3,005	65%	
Elderly families	386	8%	
Families with Disabilities	1,686	36%	
Caucasian	2,131	46%	
African American	2,375	51%	
Native American or Alaskan	104	2%	
Asian	36	1%	
Hispanic	446	10%	
Non-Hispanic	4,200	90%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1,372	30%	
2 BR	1,937	42%	
3 BR	1,116	24%	
4 BR	191	4%	
5 BR	27	1%	
5+ BR	3	0%	
Is the waiting list closed (select one)? ☐ No ☒ Yes If yes: How long has it been closed (# of months)? 53 months 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 (graduates of transitional housing programs)			

Housing Needs of Families on the Waiting List, Public Housing			
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/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1,268	100%	
Extremely low income <=30% AMI	1,046	82%	
Very low income (>30% but <=50% AMI)	200	16%	
Low income (>50% but <80% AMI)	22	2%	
Families with children	475	37%	
Elderly families	32	2%	
Families with Disabilities	223	18%	
Caucasian	309	24%	
African American	926	73%	
Native American or Alaskan	24	2%	
Asian	9	1%	
Hispanic	112	9%	
Non-Hispanic	1,156	91%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	717	57%	
2 BR	425	34%	
3 BR	104	8%	
4 BR	13	1%	
5 BR	9	0.01%	
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			

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.

(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)

  Continue to develop resident services for the elderly

  Outreach to community partners that serve the low-income elderly

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)
Develop resident services for the disabled

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)

3. 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 grants)**		
a) Public Housing Operating Fund	1,258,544	
b) Public Housing Capital Fund	684,321	
c) HOPE VI Demolition		
d) Annual Contributions for Section 8 Tenant-Based Assistance	14,680,054	
e) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
a) Resident Opportunity and Self-Sufficiency Grants	250,000	
b) Community Development Block Grant		
c) HOME		
Other Federal Grants (list below)		
Section 8 New Construction Section 8 Mod. Rehabilitation (2 grants) Transitional Housing Grant Supportive Housing Program/McKinney-Veto Funds (“Home at Last” Program)	760,000 537,900 226,900 238,095	Other Other Other Other
2. Prior Year Federal Grants (unobligated funds only) (list below) 2007 Capital Fund	447,521	Pub. Hsg. Capital Imp.
3. Public Housing Dwelling Rental Income	725,000	Pub. Hsg. Operations
4. Other income (list below)		
Interest	0	Pub. Hsg. Operations
Other Tenant Charges	15,000	Pub. Hsg. Operations
4. Non-federal sources (list below)		
Total resources	19,829,335	

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) 90 days
☐ 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)
Credit history
Threatening/abusive behavior toward staff and/or residents
Debt owed to other assisted-housing development

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)
By mail

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? Five.

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? Five

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)
Information and application form available online at www.grhousing.org

(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
☒ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☒ Other: (list below)
To assist in meeting deconcentration goals
Due to crime or domestic violence issues

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)

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.

5 Date and Time

Former Federal preferences:
1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)
☐ Working families and those unable to work because of age or disability
3 Veterans and veterans' families
2 Residents who live and/or work in the jurisdiction
4 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)

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)
Pet Policy
Rent Collection Policy
Transfer Policy
Facilities Use Policy
Grievance Procedure
Operating Standards

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) Deconcentration and Income Mixing

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 deconcentration 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 deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply) NOT APPLICABLE—ANSWER TO b WAS NO.

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

☐ Employing waiting list "skipping" to achieve deconcentration 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 deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply) NOT APPLICABLE—ANSWER TO d WAS NO

☐ 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 deconcentration 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)

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) NOT APPLICABLE.
☐ Criminal or drug-related activity
☐ Other (describe below)

(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:
Serious medical situation or death in family, saturation of rental market.

(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)
Moderate Rehab development occupancy corrections
Graduates of transitional housing programs for the homeless
Targeted programs such as the Welfare-to-Work and Mainstream programs

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.

2 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

☐ Working families and those unable to work because of age or disability
2 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)
1 Moderate Rehab development occupancy corrections
2 Graduates of transitional housing for the homeless
1 Targeted programs

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) NOT APPLICABLE

☐ 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)
GRHC web site: www.grhousing.org

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**:**
Rent Determination Policies

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:

Flat and ceiling rents: flat rents ranging from $520-$700 (100% of fair market rent, rent varies by development and unit size) are charged at elderly developments when tenant is not age-eligible to receive rental subsidy but is otherwise eligible to rent unit.

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)

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
☒ 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)
Any time family composition changes

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)
Fair market rents

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, 0-, 1-, 2-bedroom units
☒ Above 100% but at or below 110% of FMR; 3-, 4-, 5-bedroom units at 105%,
☐ 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) NOT APPLICABLE, PAYMENT STANDARD IS 100-105% OF FMR

☐ 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)

(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)
Exemption for financial hardship, if tenant meets established criteria

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. (Attachment N)
☐ A brief description of the management structure and organization of the PHA follows:

In 1969 the GRHC had 188 elderly units (Adams Park) and 40 family units (Campau Commons I) of conventional public housing funded by the U.S. Department of Housing and Urban Development. In fiscal year 2007 the GRHC is providing 4,050 units of affordable housing through a diverse portfolio of housing programs; this includes 92 units that opened at the redeveloped Campau Commons site during fiscal year 2008. The Housing Commission assumes a strong role in meeting the housing needs of the City of Grand Rapids, successfully leveraging public and private resources to forge partnerships that have benefited its housing developments and the Grand Rapids community. Examples of the fruits of these partnerships: During 2005, the GRHC completed a $7.8 million renovation and expansion project at our Mount Mercy senior housing development and a $4.8 million renovation and construction project that created Sheldon Apartments, 45 units for low-income senior citizens and the disabled. During 2006 we applied for and received a reservation for $1.3 million in federal Low-Income Housing Tax Credits (LIHTC) that have been leveraged to acquire the financing needed to complete a $14.2 million redevelopment of our severely distressed Campau Commons family housing development. The redeveloped site was placed into service in August 2007. During the past year, the Housing Commission has used Replacement Housing Factor (RHF) grants to complete construction of a homeownership unit that is being rented to a low-income family through our Scattered Sites program. During 2007, the Housing Commission also pursued a Hope VI grant and Capital Fund Financing Program (CFFP) funding for the purpose of completing an office/community center building at Campau Commons and for the construction of an additional 48 units of Scattered Sites homeownership housing. This year the GRHC will pursue CFFP funding for the revitalization of our Adams Park and Creston Plaza housing developments. All of these activities reflect our agency's leadership role in addressing the housing and supportive needs identified by the City in its Consolidated Plan.

In adopting the Grand Rapids Housing Commission mission, goals and objectives, the Housing Commission Board envisioned the various roles and methods through which the GRHC could provide housing assistance and affordable housing opportunities. The GRHC mission extends beyond simply providing housing assistance, specifying that the assistance provided or offered must support families, neighborhoods and economic self-sufficiency. To further these goals, the Grand Rapids Housing Commission presently operates several housing programs as described in the Table below:

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	377 Families Served	80
Section 8 Vouchers	2,814 units	390
Section 8 Certificates	0	0
Section 8 Mod Rehab	102 units	38
Section 8 Project-Based	350 units	70
Special Purpose Section 8 Certificates/Vouchers (list individually)	Mainstream 190 units	20
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually) Public Hsng. Homeownership Home at Last Program, vouchers for chronically homeless Disaster Voucher Program	 55 units 32 4	 0 4 0
Section 8 New Const.	153	48
Non-Federal: Low-Income Tax Credit	24	12

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.

The Grand Rapids Housing Commission has updated its management and maintenance policy for Public Housing and Section 8 programs in compliance with the 1998 Quality Housing & Work Responsibility Act. The following is a list of policies governing the maintenance and management of the GRHC and its Public Housing developments and programs. Copies of these rules, standards and policies are maintained and may be reviewed at the GRHC's main administrative office.

(1) Public Housing Maintenance and Management: (list below)

a. GENERAL MANAGEMENT POLICIES/PROCEDURES

Computer, Internet and E-Mail Policy

Criminal Drug Treatment and Registered Sex Offender Classification Management Policy

Economic Uplift – Self-Improvement Program

Equal Housing Opportunity Policy

FSS/CDBG Complaint Procedures

Hazardous Materials Policy
Minority & Women Business Enterprise Policy and Plan
Resident Initiative Policies and Procedures
- Resident Participation Management
- Economic Development/Self-Sufficiency
- Anti-Drug Strategy and Security
- Homeownership Opportunities

Resident Representation Resolution
Risk Control Policy
Tracking and Reporting of Crime
Travel Policy
Freedom of Information Policy
Blood-Borne Pathogens Policy
Medical Emergency Policy
Jean McKee Resident Scholarship Program
Vehicle Use Policy
Computer Security Policy
Weapons Policy

b. SITE MANAGEMENT POLICIES
Deceased Tenant Policy
Facilities Use Policy
Grievance Procedures
Maintenance Policy
Pest Control Policy
Pet Policy
Rent Collection Policy
Utility Allowances and Surcharges
Maintenance/Excess Charges Policy

c. ACCOUNTING POLICIES
Accounting Procedures
Capitalization Policy
Check Signing Authorization Policy
Cost Allocation Plan
Disposition Policy
Investment Policy
Petty Cash Procedures
Procurement Policy

d. PERSONNEL POLICIES
Personnel Manual
Administrative Procedures

Affirmative Action Plan
Family Medical Leave Notice (FMLA)
Rules of Conduct
Drug-Free Work Place Policy

e. ADMISSIONS POLICIES
Public Housing Admission and Continued Occupancy Policy
Dwelling Lease
Grievance Procedures
Homeownership Lease
Public Housing Income Guidelines
Section 5(h) Homeownership Plan

(2) Section 8 Management: (list below)
Section 8 Administrative Plan
Claim Procedures
Family Self-Sufficiency Action Plan
FMR/Utilities Payment Standard
Grievance Procedures (Policy)
Homeownership Program
Occupancy Standards
One Strike Policy

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.

Housing Commissions of more than 250 units receive funding under the Capital Fund Program (CFP) for capital improvements, modernization and management improvements. The Grand Rapids Housing Commission must submit both an annual statement and a rolling five-year plan on the use of these funds for FFY 2005-2009. The amount each agency receives is based on a formula and annual congressional appropriations.

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.

(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 B

-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 E

-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:
Campau Commons

☒ 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:
Redevelopment of Campau Commons, community building
Development of 48 units of Scattered Sites housing

☒ 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:
Redevelopment of Campau Commons, community building
Development of 48 units of Scattered Sites housing

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.) NOT APPLICABLE

Demolition/Disposition Activity Description
1a. Development name: Campau Commons 1b. Development (project) number:
2. Activity type: Demolition ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (7/6/06)
5. Number of units affected: 112 6. Coverage of action (select one) ☐ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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 NOT APPLICABLE

☐ 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: 1b. Development (project) number:
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: (DD/MM/YY)
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: 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 NOT APPLICABLE

☐ 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

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: Scattered Site II 1b. Development (project) number: MI073-010
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: 07/08/1991
5. Number of units affected: 50 6. Coverage of action: (select one) ☐ Part of the development ☒ Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Scattered Site III 1b. Development (project) number: MI073-012
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: 10/27/1994
5. Number of units affected: 25 6. Coverage of action: (select one) ☐ Part of the development ☒ Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Scattered Site IV 1b. Development (project) number: MI073-013
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: 10/27/1994
5. Number of units affected: 25 6. Coverage of action: (select one) ☐ Part of the development ☒ Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Scattered Site V 1b. Development (project) number: MI073-014
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: 10/01/1997
6. Number of units affected: 50 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: The GRHC's Section 8 staff facilitate eligible Section 8 voucher holders' participation in the program, which enables families to apply their Section 8 rental subsidy toward home mortgage payments. Participants are required to complete homeownership classes, locate a home and GRHC-approved lender and obtain required inspections prior to purchase.

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. *Family Self-Sufficiency (FSS) Program*. In 1993, the Housing Commission implemented the Section 8 Family Self-Sufficiency program. In 1999, it expanded its Family Self-Sufficiency program to include GRHC public housing sites. In 2006, the GRHC received a HUD Resident Opportunities and Self-Sufficiency grant that enabled us to enhance an on-site economic self-sufficiency program at our Creston Plaza and Campau Commons family housing developments.

The GRHC provides monetary incentives and support services to encourage client families to seek and maintain employment. As a household's income increases, the family pays a higher dollar amount of its rent. From the savings the GRHC realizes, an escrow account is established to benefit the family. After completing contract requirements and being free of welfare assistance for one year, the family can receive the escrowed funds. The GRHC has developed relationships with the Area Community Service Employment and Training Agency (ACSET), Head Start, Goodwill Industries, Grand Rapids Community College and the Kent County Department of Human Services to provide the support families need as they make the transition to self-sufficiency.

B. *Community Service Requirements*. The Quality Housing and Work Responsibility Act of 1998 requires that all non-exempt public housing adult residents (18 or older) contribute eight hours per month of community service or participate in eight hours of training, counseling, classes or other activities designed to help the individual achieve self-sufficiency.

The GRHC works with affected residents to ensure compliance with this community service requirement. Residents attend informational meetings facilitated

by the GRHC's Family Self-Sufficiency Program Manager. Every public housing resident over the age of 18 is required to sign a "Community Service Compliance Certification" or a "Community Service Exemption Certification" that lists the specific exemption(s) for which the resident qualifies. In addition, non-exempt residents are required to complete and return to the GRHC a monthly "Community Service Time Sheet" that documents and verifies the community service activities they have undertaken. Approved activities include volunteer work at schools, churches or local social service agencies, job readiness programs, GED or English-as-a-second-language classes, substance abuse or mental health counseling, and full-time school attendance. Residents who fail to comply with the community service requirement are notified 90 days before their annual recertification that they must meet the requirement or their lease will not be renewed.

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? 03/01/00

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)
Security Deposit Program that provides low-income families with the security deposit funds they need in order to participate in the Section 8 program.

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)
Welfare-to-Work	0	Waiting list	Section 8/Main Office	Section 8
Family Self-Sufficiency, Sec. 8	200	Self-referral	1440 Fuller Ave. SE	Section 8
Family Self-Sufficiency, Public Housing	40	Self-referral	1440 Fuller Ave. SE	Public Housing
Security Deposit	80	As needed	Section 8/Main Office	Section 8/DHS
Sec. 8 Homeownership Program	39	Specific criteria	Section 8/Main Office	Section 8
5(h) Homeownership Program	126	Specific criteria	1315 Leonard St. NE	Public Housing
Case Management Services	698	Self-referral	Housing Site Offices	Public Housing
Transitional Housing Program	23	Specific criteria	Hope Community	LIHTC/Section 8

(2) Family Self Sufficiency programs

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 1/31/07)
Public Housing	N/A	67
Section 8	285	295

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? NOT APPLICABLE.

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

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)
Concerns expressed by representatives of community agencies (Senior Neighbors, Senior Meals, etc.)

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)
Needs assessment completed by local college
Concerns expressed by representatives of community agencies

3. Which developments are most affected? (list below)
Adams Park
Campau Commons (currently in redevelopment)
Creston Plaza
Ransom Tower

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
Recreation Reaps Rewards. The Grand Rapids Housing Commission intends to continue its existing partnership with the Grand Rapids Parks and Recreation Department through its "Recreation Reaps Rewards" program. This innovative program provides a targeted, flexible and wholesome program of educational, life skills and recreational services in partnership with area schools, neighborhoods, social service agencies and departments of the City of Grand Rapids. The purpose of the program is to provide positive alternative activities for youth and families that are "at risk" for drug use and related activities. Funding will be provided

through a Capital Fund Grant from the Department of Housing and Urban Development. The Grand Rapids Housing Commission's Comprehensive Family Training program and Learning Center programs have been coordinated through the Recreation Reaps Rewards program at its family housing development Neighborhood Centers.

☒ Volunteer Resident Patrol/Block Watchers Program

☒ Other (describe below)

-Increased security lighting, security cameras, limiting access points

-Through community-oriented teams coordinated by staff and representatives of local units of government

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

Adams Park

Campau Commons (currently in redevelopment)

Creston Plaza

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)

Adams Park

Campau Commons (currently in redevelopment)

Creston Plaza

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.

☐ 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 2007 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)]

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? NOT APPLICABLE
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD? NOT APPLICABLE 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)
Staff training re asset management is ongoing

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)

☒ Minutes of Resident Advisory Board meeting during which the plan was discussed are provided at Attachment O
☐ Provided below:

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

☒ The Resident Advisory Board approved the plan as presented.
☐ 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)
The PHA assigned staff to follow up on the concerns expressed by the Board.

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—NOT APPLICABLE

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 Grand Rapids

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)
-Increasing homeownership opportunities through the construction of affordable single-family homes
-Completing a community building at the newly redeveloped Campau Commons family housing development
-Seeking funds to revitalize Adams Park and Creston Plaza housing developments

☐ Other: (list below)

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

The City's Consolidated Plan supports the PHA Plan through the inclusion of the following specific objectives:

- Improve housing conditions, including "rehabilitating existing housing units."
- Increase affordable and high-quality housing, including the creation of mixed-use developments.
- Implement strategies to decrease impediments to housing and to increase homeownership.
- The inclusion of specific GRHC objectives, including:
  - Apply for funding for FSS coordinators to continue implementation of the Family Self-Sufficiency Program.
  - Support the continuation of the Family Neighborhood Centers that provide resident services.
  - Provide or attract supportive services to increase independence for the elderly and families with disabilities.
  - Leverage community partnerships to obtain social work interns and supportive community volunteers.
  - Refine and enhance educational and social programs at GRHC housing developments.
  - Support the Resident Advisory Board to ensure commission-wide representation.

D. Other Information Required by HUD

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

1. Definition of "Substantial Deviation" and "Significant Amendments or Modification"

The Grand Rapids Housing Commission may change or modify its plans or policies described in the plans; however, any "substantial deviation" or "significant amendment or modification" to the plan would require the Grand Rapids Housing Commission to submit a revised Plan with full public process and Resident Advisory Board review. The GRHC defines "substantial deviation" as a change to its mission and/or additions to and deletions of the goals outlined in the Five-Year Plan. The addition or deletion of objectives to meet existing goals would not be considered a substantial deviation unless it relates to demolition or disposition, designation or conversion activities.

The Grand Rapids Housing Commission defines "significant amendment or modification" to the Annual Plan as any change with regard to demolition or disposition designation, or conversion activities.

2. **Section 8 Homeownership Program - Capacity Statement**

Under the Section 8 Homeownership Program, the Grand Rapids Housing Commission provides tenant-based assistance that's empowering qualified low-income families to apply their Section 8 Housing Choice Voucher Program assistance toward the purchase of a home. The funding for this key homeownership program is provided under the GRHC's Annual Contributions Contract with the Department of Housing and Urban Development.

The Grand Rapids Housing Commission has established the Section 8 Homeownership Program in accordance with Federal Register Final Rule published September 12, 2000. The Grand Rapids Housing Commission has satisfied the requirements of the final rule section 982.625 by requiring that the underwriting procedures used by the lender comply with the basic mortgage insurance credit underwriting requirements for an FHA-insured single-family mortgage loan. As a result, the Grand Rapids Housing Commission has demonstrated its capacity to administer the program in accordance with section 982.625.

3. **Pet Policy**

In compliance with Section 526 of the Quality Housing and Work Responsibility Act of 1998, the Grand Rapids Housing Commission has established a pet policy permitting residents of Public Housing developments to own and keep common household pets in their apartments. The GRHC has limited pets to birds, fish, and small dogs and cats. At no time will the GRHC approve exotic pets such as snakes, monkeys, game pets, ferrets, etc. Every pet must be registered annually with the GRHC, must be current with licensing and inoculations, and the owner must identify the person who accepts responsibility for the care of a pet in his or her absence. Each pet owner is liable for damages by their pet, and the tenant will be required to exempt the GRHC from any and all responsibility for injury or illness caused by tenant-owned pets. Owners of pet dogs and cats will agree to pay a "damage deposit" to the Commission in advance, in compliance with Michigan Security Deposit Law.

4. **Statement of Progress Meeting 5-Year Plan Mission and Goals**

The Grand Rapids Housing Commission continues to make significant progress toward accomplishing its stated mission of providing housing assistance and affordable housing opportunities to lower income families, disabled and senior citizens in a manner that is fiscally sound and in a way that supports families, neighborhoods and economic self-sufficiency.

Attachment W is a list of staff accomplishments toward achieving the Grand Rapids Housing Commission's established goals and objectives. Some of the most significant accomplishments include the completion of the total redevelopment of a family housing development on the city's southwest side, the construction of a new single-family homeownership unit, and the expansion of a rental subsidy program targeted to our community's hardest-to-house population, the chronically homeless. These accomplishments were completed with an improved year-end financial position and a positive cash flow for the fiscal year ended 6/30/07.

5. **Resident Members to Grand Rapids Housing Commission**

Ms. Angela Bunn is the resident member of the Grand Rapids Housing Commission. Appointed by the City Manager and City Commission, Ms. Bunn's four-year term will expire in April 2008.

6. **Membership of the Resident Advisory Board**

Angela Bunn, Chairperson
Kizzy Ferguson
Sandra Hayes
Sister Paula Mierle
Brenda Pratt
Joyce Stricker
Thomas Tobey III
Jacqueline Williams
Virgie Young

Attachments

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

A. Admission Policy for Deconcentration

B. Estimated FFY 2008 Capital Fund Program (CFP) Annual Statement

C. Annual Statement/Performance & Evaluation Report, Use of CFFP Financing Proceeds

D. FFY 2007 CFP – Performance & Evaluation Report, 12/31/06

E. FFY 2006 CFP – Final Performance & Evaluation Report, 12/31/06, & 5-Year Action Plan

F. FFY 2005 CFP – Final Performance & Evaluation Report, 12/31/06

G. FFY 2004 CFP Replacement Housing Factor –Performance & Evaluation Report, 12/31/06

H. FFY 2003 CFP – Final Performance & Evaluation Report, 12/31/06

I. FFY 2003 CFP Replacement Housing Factor – Performance & Evaluation Report

J. FFY 2002 CFP Replacement Housing Factor – Performance & Evaluation Report

K. FFY 2001 CFP Replacement Housing Factor – Final Performance & Evaluation Report

L. FFY 2000 CFP Replacement Housing Factor – Performance & Evaluation Report

M. Grand Rapids Housing Commission Board Approved Operating Budget

N. Management Organizational Chart

O. Comments of Resident Advisory Board, Comments from Public Hearing

P. Component 3 (6) Deconcentration and Income Mixing

Q. Component 10 (B) Voluntary Conversion Initial Assessments

R. Certification by Local Official PHA Plan Consistent with Consolidated Plan

S. PHA Certification of Compliance

T. Form HUD-50070, Certification for a Drug-Free Workplace

U. Form HUD-50071, Certification of Payments to Influence Federal Transaction

V. Standard Form SF-LLL and Disclosure of Lobbying Activities

W. FY 2005 Accomplishments

X. Status of Resident Assessment Survey Follow-Up Plan

Y. Comprehensive Needs Assessments:
   1. MI73-001, Adams Park Apartments
   2. MI73-002, Creston Plaza Apartments
   3. MI73-003, Campau Commons Apartments
   4. MI073008, MI073-010, MI073-012, MI073-013, MI073-014, Scattered Sites I, II, III, IV, V

ATTACHMENT A

10.4 DECONCENTRATION POLICY

It is the Grand Rapids Housing Commission's policy to provide for deconcentration 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 that have a lower or higher income. We will accomplish this in a uniform and non-discriminatory manner.

The Grand Rapids Housing Commission will affirmatively market our housing to all eligible income groups. Lower-income residents will not be steered toward housing developments in which the average family income is below the median income in our community, and higher-income residents will not be steered toward developments in which the average family income is higher than the median income. Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located and the income levels of the families on the waiting list. Based on this analysis, we will determine the marketing strategies and deconcentration incentives to implement.

10.5 DECONCENTRATION INCENTIVES

The Grand Rapids Housing Commission may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

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

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

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

OMB Approval 2577-0157 (Exp. 7/31/98)

HA Name	Capital Fund Program	FFY of Grant Approval
GRAND RAPIDS HOUSING COMMISSION	**MI33P073-501-08**	**2008**

(X) Original Annual Statement ( ) Reserve for Disasters/Emergencies ( ) Revised Annual Statement/Revision Number _____ ( ) Performance and Evaluation Report for Program Month Ending
( ) Final Performance and Evaluation Report

Line No.	Summary by Development Account		Total Estimated Cost Original	Total Estimated Cost Amended Original	Total Actual Cost (1) Obligated	Total Actual Cost (1) Expended
1	Total Non-CGP Funds		$0	$0	$0	$0
2	1406	Operations (May not exceed 10% of line 19)	$136,800	$0	$0	$0
3	1408	Management Improvements	$136,800	$0	$0	$0
4	1410	Administration	$68,000	$0	$0	$0
5	1411	Audit	$0	$0	$0	$0
6	1415	Liquidated Damages	$0	$0	$0	$0
7	1430	Fees and Costs	$6,586	$0	$0	$0
8	1440	Site Aquisition	$0	$0	$0	$0
9	1450	Site Improvement	$4,000	$0	$0	$0
10	1460	Dwelling Structures	$70,000	$0	$0	$0
11	1465.1	Dwelling Equipment - Nonexpendable	$14,135	$0	$0	$0
12	1470	Nondwelling Structures	$0	$0	$0	$0
13	1475	Nondwelling Equipment	$18,000	$0	$0	$0
14	1485	Demolition	$0	$0	$0	$0
15	1490	Replacement Reserves	$0	$0	$0	$0
16	1495.1	Relocation Costs	$0	$0	$0	$0
17	1498	Mod Used for Development	$0	$0	$0	$0
18	1501	Collaterization or Debt Service	$230,000	$0	$0	$0
19	1502	Contingency (may not exceed 8% of line 19)	$0	$0	$0	$0
20	Amount of Annual Grant (Sum of lines 2 - 18)		$684,321	$0	$0	$0
21	Amount of line 19 Related to LBP Activities		$0	$0	$0	$0
22	Amount of line 19 Related to Section 504 Compliance		$0	$0	$0	$0
23	Amount of line 19 Related to Security		$0	$0	$0	$0
24	Amount of line 19 Related to Energy Conservation Measures		$0	$0	$0	$0

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/96)

ref Handbook 7485.3

ATTACHMENT B

Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages **MI33P07350108** **FFY 2008**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cos		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
PHA-Wide	**Total Non-CFP Funds**			**$0**	**$0**	**$0**	**$0**	
	Operations							
	Operations	1406		$136,800	$0	$0	$0	
	Subtotal 1406			**$136,800**	**$0**	**$0**	**$0**	
PHA-Wide	**Management Improvements**							
	Resident Services Coordinator	1408	n/a	$56,800	$0	$0	$0	
	Recreation Reaps Rewards Program	1408	n/a	$80,000	$0	$0	$0	
	Subtotal 1408			**$136,800**	**$0**	**$0**	**$0**	
	Administrative							
PHA-Wide	Administrastive, Partial Salaries for Program Admin	1410		$68,000	$0	$0	$0	
	Subtotal 1410			**$68,000**	**$0**	**$0**	**$0**	
PHA-Wide	**Fees and Costs**							
	A & E Services, Other Fess & Costs	1430	n/a	$6,586	$0	$0	$0	
	Subtotal 1430			**$6,586**	**$0**	**$0**	**$0**	
PHA-Wide	**Non-Dwelling Equipment**							
	Computer Equipment	1475		$14,000	$0	$0	$0	
	Maintenance equipment	1475		$4,000				
	Subtotal 1475			**$18,000**	**$0**	**$0**	**$0**	
PHA-Wide	Debt Service	1501		**$230,000**	**$0**	**$0**	**$0**	
PHA-Wide	Contingency	1502		**$0**	**$0**	**$0**	**$0**	
	Subtotal PHA-WIDE			**$596,186**	**$0**	**$0**	**$0**	

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Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages

MI33P07350108 **FFY 2008**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cos		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
MI73-1 Adams Park	**1450 Site Improvement**							
	Subtotal 1450	**1450**		**$0**	**$0**	**$0**	**$0**	
	1460 Dwelling Structures							
	Unit carpeting	1460		$12,000				
	Heating repairs	1460		$7,000				
	Subtotal 1460	**1460**		**$19,000**	**$0**	**$0**	**$0**	
	1465 Dwelling Equipment							
	Appliance Replacement	1465		$7,000	$0	$0	$0	
	Subtotal 1465			**$7,000**	**$0**	**$0**	**$0**	
	1470 NonDwelling Structures							
	Subtotal 1470	**1470**		**$0**	**$0**	**$0**	**$0**	
	Adams Park Subtotal			**$26,000**	**$0**	**$0**	**$0**	

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form HUD-52837 (10/96)
ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages

MI33P07350108 **FFY 2008**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cos		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
MI 73-2 Creston Plaza	**1450 Site Improvement**							
	Subtotal 1450	**1450**		**$0**	**$0**	**$0**	**$0**	
	1460 Dwelling Structures							
	Water Heaters	1460		$3,000	$0	$0	$0	
	Heating repairs	1460		$5,000				
	Subtotal 1460	**1460**		**$8,000**	**$0**	**$0**	**$0**	
	1465 Dwelling Equipment							
	Appliances	1465		$5,135	$0	$0	$0	
	Subtotal 1465			**$5,135**	**$0**	**$0**	**$0**	
	Subtotal Creston Plaza			**$13,135**	**$0**	**$0**	**$0**	
MI 73-3 Campau Commons	**1470 Non-Dwelling Structures**							
					$0	$0	$0	
	Subtotal 1470			**$0**	**$0**	**$0**	**$0**	
	Subtotal Campau Commons			**$0**	**$0**	**$0**	**$0**	

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Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages **MI33P07350108** **FFY 2008**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cos		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
MI 73-8/14 Scattered Site	**1450 Site Improvement**							
	Tree Trimming	1450		$2,000	$0	$0	$0	
	Fence Replacement	1450		$2,000	$0	$0	$0	
	Subtotal 1450	**1450**		**$4,000**	**$0**	**$0**	**$0**	
	1460 Dwelling Structures							
	Roof Repairs	1460		$2,000	$0	$0	$0	
	Sidng replacement	1460		$41,000				
	Subtotal 1460			**$43,000**	**$0**	**$0**	**$0**	
	1465 Dwelling Equipment							
	Appliances	1465		$2,000	$0	$0	$0	
	Subtotal 1465	**1465**		**$2,000**	**$0**	**$0**	**$0**	
	Subtotal Scattered Site			**$49,000**	**$0**	**$0**	**$0**	

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Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part III: Implementation Schedule
MI33P07350108 **FFY 2008**

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

OMB Approval 2577-0157 (Exp. 7/31/98)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised ( )	Actual ( )	Original	Revised ( )	Actual ( )	
MI73-1 Adams Park	9/30/10			9/30/12			
MI 73-1 & Mi73-3 Campau Commons	9/30/10			9/30/12			
MI 73-2 Creston Plaza	9/30/10			9/30/12			
MI 73-8/14 Scattered Site	9/30/10			9/30/12			
PHA - Wide	9/30/10			9/30/12			

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ref Handbook 7485.3

Annual Statement /
Performance and Evaluation Report
Part I: Summary
Capital Funds Program (CFP)

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

HA Name	Capital Funds Project Number	FFY of Approval
GRAND RAPIDS HOUSING COMMISSION	**CFFP Financing Proceeds**	

[X] Original Annual Statement [ ] Reserve for Disasters/Emergencies [ ] Revised Annual Statement/Revision Number # [ ] Performance and Evaluation Report for Program Year Ending---------

[ ] Final Performance and Evaluation Report

Line No.	Summary by Development Account		Total Estimated Cost		Total Actual Cost (2)	
			Original Revision #	Revised (2)	Obligated	Expended
1	Total Non-CFP Funds					
2	1406	Operations (May not exceed 20% of line 20 for PHAs with 250 or more Units)	$0	$0	$0	$0
3	1408	Management Improvements (May not exceed 20% of line 20)	$0	$0	$0	$0
4	1410	Administration (May not exceed 10% of line 20)	$108,000	$0	$0	$0
5	1411	Audit	$0	$0	$0	$0
6	1415	Liquidated Damages	$0	$0	$0	$0
7	1430	Fees and Costs	$104,395	$0	$0	$0
8	1440	Site Acquisition	$0	$0	$0	$0
9	1450	Site Improvement	$150,000	$0	$0	$0
10	1460	Dwelling Structures	$1,112,000	$0	$0	$0
11	1465.1	Dwelling Equipment - Nonexpendable	$0	$0	$0	$0
12	1470	Nondwelling Structures	$848,594	$0	$0	$0
13	1475	Nondwelling Equipment	$0	$0	$0	$0
14	1485	Demolition	$0	$0	$0	$0
15	1490	Replacement Reserve	$0	$0	$0	$0
16	1492	Moving to Work Demonstration	$0	$0	$0	$0
17	1495.1	Relocation Costs	$0	$0	$0	$0
18	1499	Mod Used for Development Activities	$0	$0	$0	$0
19	1501	Collaterization or Debt Service	$0	$0	$0	$0
20	1502	Contingency (may not exceed 8% of line 20)		$0	$0	$0
21	Amount of CFFP Proceeds (Sum of lines 2 - 19)		$2,322,989.00	$0.00	$0.00	$0.00
22	Amount of line 20 Related to LBP Activities					
23	Amount of line 20 Related to Section 504 Compliance					
24	Amount of line 20 Related to Security					
25	Amount of line 20 Related to Energy Conservation Measures					

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ATTACHMENT C

Annual Statement /
Performance and Evaluation Report, Part II: Supporting Pages
Capital Funds Program: Proposed Loan Funds

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHA Wide	1406 Operations	1406		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1408 Management Improvements	1408		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1410 Administration	1410		$108,000.00	$0.00	$0.00	$0.00	
PHA Wide	1411 Audits	1411		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1415 Liquidated Damages	1415		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1430 Fees and Cost	1430						
	A & E Fees			$84,395.00	$0.00	$0.00	$0.00	
	Financing Fees			$20,000.00	$0.00	$0.00	$0.00	
	Total 1430			$104,395.00	$0.00	$0.00	$0.00	
PHA Wide	1440 SITE ACQUISITION	1440		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1490 REPLACEMENT RESERVE	1490		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1499 MOD USED FOR DEVELOPMENT	1499		$0.00	$0.00	$0.00	$0.00	
PHA Wide	1501 Collaterization or Debt Service	1501						
	SUBTOTAL			$212,395	$0	$0	$0	
MI 73-001	Adams Park							
	1450 Site Improvements	1450		$0.00	$0.00	$0.00	$0.00	
	1460 Dwelling Structure	1460						
	ROOF REPLACEMENT			$100,000.00	$0.00	$0.00	$0.00	
	ELEVATOR UPGRADE			$50,000.00	$0.00	$0.00	$0.00	
	COMPACTOR			$22,000.00	$0.00	$0.00	$0.00	
	UNIT CARPETING			$20,000.00	$0.00	$0.00	$0.00	
	TUCKPOINTING			$50,000.00	$0.00	$0.00	$0.00	
	Total 1460			$242,000.00	$0.00	$0.00	$0.00	
	1465 Dwelling Equipment	1465		$0.00	$0.00	$0.00	$0.00	
	1470 Non-Dwelling Structures	1470		$0.00	$0.00	$0.00	$0.00	
	1475 Non-Dwelling Equipment	1475		$0.00	$0.00	$0.00	$0.00	
	1485 DEMOLITION COSTS	1485		$0.00	$0.00	$0.00	$0.00	
	1495 RELOCATION COST	1495		$0.00	$0.00	$0.00	$0.00	
	Total Cost for Adams Park			$242,000.00	$0.00	$0.00	$0.00	

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Annual Statement /
Performance and Evaluation Report, Part II: Supporting Pages
Capital Funds Program: Proposed Loan Funds

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
MI 73-001,	**Campau Commons**							
MI 73-003	**1450 Site Improvements**	**1450**		**$0.00**	**$0.00**	**$0.00**	**$0.00**	
	1460 Dwelling Structure	**1460**						
	1465 Dwelling Equipment	**1465**						
	1470 Non-Dwelling Structures	**1470**						
	CONTRUCTION OF OFFICE/COMMUNITY SPACE			**$848,594.00**	**$0.00**	**$0.00**	**$0.00**	
	1475 Non-Dwelling Equipment	**1475**		**$0.00**	**$0.00**	**$0.00**	**$0.00**	
	1485 DEMOLITION COSTS	**1485**		**$0.00**	**$0.00**	**$0.00**	**$0.00**	
	1495 RELOCATION COST	**1495**		**$0.00**	**$0.00**	**$0.00**	**$0.00**	
	Total Cost for Campau Commons			**$848,594.00**	**$0.00**	**$0.00**	**$0.00**	
MI 73-2	**Creston Plaza**							
	1450 Site Improvements	**1450**						
	LANDSCAPING IMPROVEMENTS			**$50,000.00**	**$0.00**	**$0.00**	**$0.00**	
	REPLACE PARKING LOTS			**$50,000.00**	**$0.00**	**$0.00**	**$0.00**	
	REPLACE SIDEWALKS			**$50,000.00**	**$0.00**	**$0.00**	**$0.00**	
	Total 1450			**$150,000.00**	**$0.00**	**$0.00**	**$0.00**	
	1460 Dwelling Structure	**1460**						
	REPAIR EXTERIOR WALLS			**$100,000.00**	**$0.00**	**$0.00**	**$0.00**	
	REPLACE FASCIAS AND SOFFITS			**$50,000.00**	**$0.00**	**$0.00**	**$0.00**	
	REPLACE EXTERIOR DOORS			**$150,000.00**	**$0.00**	**$0.00**	**$0.00**	
	REPLACE WINDOWS			**$250,000.00**	**$0.00**	**$0.00**	**$0.00**	
	REPAIR INTERIOR WALLS			**$50,000.00**	**$0.00**	**$0.00**	**$0.00**	
	REPLACE INTERIOR DOORS			**$200,000.00**	**$0.00**	**$0.00**	**$0.00**	
	HEATING REPAIRS			**$10,000.00**	**$0.00**	**$0.00**	**$0.00**	
	FLOORING REPLACEMENT			**$10,000.00**	**$0.00**	**$0.00**	**$0.00**	
	INTERIOR PAINTING			**$50,000.00**	**$0.00**	**$0.00**	**$0.00**	
	Total 1460			**$870,000.00**	**$0.00**	**$0.00**	**$0.00**	
	1465 Dwelling Equipment	**1465**		**$0.00**	**$0.00**	**$0.00**	**$0.00**	
	1470 Non-Dwelling Structures	**1470**		**$0.00**	**$0.00**	**$0.00**	**$0.00**	
	1475 Non-Dwelling Equipment	**1475**		**$0.00**	**$0.00**	**$0.00**	**$0.00**	
	1485 DEMOLITION COSTS	**1485**		**$0.00**	**$0.00**	**$0.00**	**$0.00**	
	1495 RELOCATION COST	**1495**		**$0.00**	**$0.00**	**$0.00**	**$0.00**	
	Total Cost for Creston Plaza			**$1,020,000.00**	**$0.00**	**$0.00**	**$0.00**	

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Annual Statement /
Performance and Evaluation Report
Part III: Implementation Schedule
Capital Fund Program: Proposed Loan Funds

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

OMB Approval No. 2577-0157 (Exp. 3/31/2002)

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PHA-Wide	3/31/09			3/31/11			
MI 73-1 Adams Park	3/31/09			3/31/11			
MI 73-1, MI 73-3 Campau Commons	3/31/09			3/31/11			
MI 73-2 Creston Plaza	3/31/09			3/31/11			

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

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

OMB Approval 2577-0157 (Exp. 7/31/98)

HA Name	Capital Fund Program	FFY of Grant Approval
GRAND RAPIDS HOUSING COMMISSION	**MI33P073-501-07**	**2007**

( ) Original Annual Statement ( ) Reserve for Disasters/Emergencies ( ) Revised Annual Statement/Revision Number _____ (X) Performance and Evaluation Report for Program Month Ending 12/31/2007
( ) Final Performance and Evaluation Report

Line No.	Summary by Development Account		Total Estimated Cost Original	Total Estimated Cost Amended Original	Total Actual Cost (1) Obligated	Total Actual Cost (1) Expended
1	Total Non-CGP Funds		$0	$0	$0	$0
2	1406	Operations (May not exceed 10% of line 19)	$139,400	$136,800	$0	$0
3	1408	Management Improvements	$95,000	$136,800	$0	$0
4	1410	Administration	$69,000	$68,000	$0	$0
5	1411	Audit	$0	$0	$0	$0
6	1415	Liquidated Damages	$0	$0	$0	$0
7	1430	Fees and Costs	$0	$0	$0	$0
8	1440	Site Aquisition	$0	$0	$0	$0
9	1450	Site Improvement	$4,000	$2,000	$0	$0
10	1460	Dwelling Structures	$8,000	$1,000	$0	$0
11	1465.1	Dwelling Equipment - Nonexpendable	$19,140	$3,921	$0	$0
12	1470	Nondwelling Structures	$122,600	$100,000	$0	$0
13	1475	Nondwelling Equipment	$10,000	$10,000	$0	$0
14	1485	Demolition	$0	$0	$0	$0
15	1490	Replacement Reserves	$0	$0	$0	$0
16	1495.1	Relocation Costs	$0	$0	$0	$0
17	1498	Mod Used for Development	$0	$0	$0	$0
18	1501	Collaterization or Debt Service	$230,000	$225,800	$0	$0
19	1502	Contingency (may not exceed 8% of line 19)	$0	$0	$0	$0
20	Amount of Annual Grant (Sum of lines 2 - 18)		$697,140	$684,321	$0	$0
21	Amount of line 19 Related to LBP Activities		$0	$0	$0	$0
22	Amount of line 19 Related to Section 504 Compliance		$0	$0	$0	$0
23	Amount of line 19 Related to Security		$0	$0	$0	$0
24	Amount of line 19 Related to Energy Conservation Measures		$0	$0	$0	$0

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/96)

ref Handbook 7485.3

ATTACHMENT D

Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages **MI33P07350107** **FFY 2007**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
PHA-Wide	**Total Non-CFP Funds**			**$0**	**$0**	**$0**	**$0**	
	Operations							
	Operations	1406		$139,400	$136,800	$0	$0	
	Subtotal 1406			**$139,400**	**$136,800**	**$0**	**$0**	
PHA-Wide	**Management Improvements**							
	Resident Services Coordinator	1408	n/a	$55,000	$56,800	$0	$0	
	Recreation Reaps Rewards Program	1408	n/a	$40,000	$80,000	$0	$0	
	Subtotal 1408			**$95,000**	**$136,800**	**$0**	**$0**	
	Administrative							
PHA-Wide	Administrastive, Partial Salaries for Program Admin	1410		$69,000	$68,000	$0	$0	
	Subtotal 1410			**$69,000**	**$68,000**	**$0**	**$0**	
PHA-Wide	**Fees and Costs**							
	A & E Services, Other Fess & Costs	1430	n/a	$0	$0	$0	$0	
	Subtotal 1430			**$0**	**$0**	**$0**	**$0**	
PHA-Wide	**Non-Dwelling Equipment**							
	Computer Equipment	1475		$10,000	$10,000	$0	$0	
	Subtotal 1475			**$10,000**	**$10,000**	**$0**	**$0**	
PHA-Wide	Debt Service	1501		**$230,000**	**$225,800**	**$0**	**$0**	
PHA-Wide	Contingency	1502		**$0**	**$0**	**$0**	**$0**	
	Subtotal PHA-WIDE			**$543,400**	**$577,400**	**$0**	**$0**	

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages

MI33P07350105 **FFY: 2007**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
MI73-1 Adams Park	**1450 Site Improvement**							
	Subtotal 1450	**1450**		**$0**	**$0**	**$0**	**$0**	
	1460 Dwelling Structures							
	Subtotal 1460	**1460**		**$0**	**$0**	**$0**	**$0**	
	1465 Dwelling Equipment							
	Appliance Replacement	1465		$10,140	$1,921	$0	$0	
	Subtotal 1465			**$10,140**	**$1,921**	**$0**	**$0**	
	1470 NonDwelling Structures							
	Subtotal 1470	**1470**		**$0**	**$0**	**$0**	**$0**	
	Adams Park Subtotal			**$10,140**	**$1,921**	**$0**	**$0**	

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form HUD-52837 (10/96)
ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages

MI33P07350105 **FFY: 2007**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
MI 73-2 Creston Plaza	**1450 Site Improvement**							
	Subtotal 1450	**1450**		**$0**	**$0**	**$0**	**$0**	
	1460 Dwelling Structures							
	Water Heaters	1460		$5,000	$0	$0	$0	
	Subtotal 1460	**1460**		**$5,000**	**$0**	**$0**	**$0**	
	1465 Dwelling Equipment							
	Appliances	1465		$7,000	$1,000	$0	$0	
	Subtotal 1465			**$7,000**	**$1,000**	**$0**	**$0**	
	Subtotal Creston Plaza			**$12,000**	**$1,000**	**$0**	**$0**	
MI 73-3 Campau Commons	**1470 Non-Dwelling Structures**							
	Office/Community Building	1470		$122,600	$100,000	$0	$0	
	Subtotal 1470			**$122,600**	**$100,000**	**$0**	**$0**	
	Subtotal Campau Commons			**$122,600**	**$100,000**	**$0**	**$0**	

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Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages

MI33P07350105 **FFY: 2007**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
MI 73-8/14 Scattered Site	**1450 Site Improvement**							
	Tree Trimming	1450		$2,000	$1,000	$0	$0	
	Fence Replacement	1450		$2,000	$1,000	$0	$0	
	Subtotal 1450	**1450**		**$4,000**	**$2,000**	**$0**	**$0**	
	1460 Dwelling Structures							
	Roof Repairs	1460		$3,000	$1,000	$0	$0	
	Subtotal 1460			**$3,000**	**$1,000**	**$0**	**$0**	
	1465 Dwelling Equipment							
	Appliances	1465		$2,000	$1,000	$0	$0	
	Subtotal 1465	**1465**		**$2,000**	**$1,000**	**$0**	**$0**	
	Subtotal Scattered Site			**$9,000**	**$4,000**	**$0**	**$0**	

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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(2) To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part III: Implementation Schedule
MI33P07350107 **FFY 2007**

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

OMB Approval 2577-0157 (Exp. 7/31/98)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised ( )	Actual ( )	Original	Revised ( )	Actual ( )	
MI73-1 Adams Park	9/30/09			9/30/11			
MI 73-1 & Mi73-3 Campau Commons	9/30/09			9/30/11			
MI 73-2 Creston Plaza	9/30/09			9/30/11			
MI 73-8/14 Scattered Site	9/30/09			9/30/11			
PHA - Wide	9/30/09			9/30/11			

ɲature of Executive Director and Date

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form HUD-52837 (10/96)
ref Handbook 7485.3

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

PHA Name: GRAND RAPIDS HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: MI33P073501-06 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	136,000	139,400	135,000	135,000
3	1408 Management Improvements	95,000	95,000	95,000	82,370
4	1410 Administration	60,000	69,000	69,000	48,107
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,000	21,249	30,757	30,757
8	1440 Site Acquisition				
9	1450 Site Improvement	27,000	2,000	1,345	1,345
10	1460 Dwelling Structures	117,000	19,000	32,332	32,332
11	1465.1 Dwelling Equipment—Nonexpendable	17,509	15,685	4,754	4,754
12	1470 Nondwelling Structures		318,806	0	0
13	1475 Nondwelling Equipment	17,000	17,000	3,129	3,129
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	230,000	0	0	0
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	714,509	697,140	371,317	337,794
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: GRAND RAPIDS HOUSING COMMISSION		Grant Type and Number: Capital Fund Program Grant No: MI33P073501-06; 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 73-1	Irrigation system	1450		23,000	0	0	0	
Adams Park	Replace unit carpeting	1460		20,000	0	8,105	8,105	
	Compactor upgrade	1460		22,000	0	0	0	
	Appliance replacement	1465		10,509	9,685	1,745	1,745	
	Heating repair	1460		0	0	939	939	
	Roof leak repair	1460		0	0	509	509	
	Exhaust fan repair	1460		0	0	809	809	
	Subtotal			75,509	9,685	12,107	12,107	
MI-73-3	Office/Community Building	1470		0	318,806	0	0	
Campau Commons								
MI 73-2	Water heaters	1460		5,000	5,000	2,946	2,946	
Creston Plaza	Heating upgrades	1460		6,000	0	12,532	12,532	
	Unit flooring	1460		10,000	0	0	0	
	Structural repairs	1460		20,000	0	0	0	
	Interior doors	1460		5,000	1,000	0	0	
	Exterior doors	1460		5,000	1,000	0	0	
	Tub enclosures	1460		2,000	1,000	0	0	
	Cabinets	1460		2,000	1,000	0	0	
	Appliance replacement	1465		5,000	5,000	3,009	3,009	
	Electrical repair	1460		0	0	4,705	4,705	
	Subtotal			60,000	14,000	23,192	23,192	
MI 73-8/14	Concrete repairs	1450		2,000	1,000	0	0	
Scattered Sites	Tree removal	1450		2,000	1,000	1,345	1,345	
	Unit flooring	1460		2,000	1,000	0	0	
	Siding repairs	1460		2,000	1,000	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: GRAND RAPIDS HOUSING COMMISSION		Grant Type and Number: Capital Fund Program Grant No: MI33P073501-06; 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	
	Roof repairs	1460		2,000	1,000	0	0	
	Window replacement	1460		2,000	1,000	0	0	
	Heating repairs	1460		2,000	1,000	209	209	
	Plumbing repairs	1460		2,000	1,000	0	0	
	Electrical repairs	1460		2,000	1,000	0	0	
	Cabinet replacement	1460		2,000	1,000	0	0	
	Door replacement	1460		2,000	1,000	0	0	
	Water heaters	1460		2,000	1,000	1,362	1,362	
	Appliance replacement	1465		2,000	1,000	0	0	
	Electrical repair	1460		0	0	216	216	
	Subtotal			26,000	13,000	3,132	3,132	
PHA Wide	Operations	1406		136,000	139,400	135,000	135,000	
	Resident Services Coordinator	1408		55,000	55,000	55,000	49,037	
	Recreation Reaps Rewards program	1408		40,000	40,000	40,000	33,333	
	Administration	1410		60,000	69,000	69,000	48,107	
	A & E Services	1430		15,000	21,249	30,757	30,757	
	Computer Equipment	1475		13,000	13,000	3,129	3,129	
	Maintenance Equipment	1475		4,000	4,000	4,000	4,000	
	Debt Service - CFFP	1501		230,000	0	0	0	
	Subtotal			553,000	341,649	332,886	299,363	

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

PHA Name: GRAND RAPIDS HOUSING COMMISSION	**Grant Type and Number** Capital Fund Program No: MI33P073501-06 Replacement Housing Factor No:	**Federal FY of Grant:** 2006

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MI 73-1	09/30/2008			09/30/2010			
Adams Park							
MI 73-2	09/30/2008			09/30/2010			
Creston Plaza							
MI 73-8/14	09/30/2008			09/30/2010			
Scattered Sites							
PHA Wide	09/30/2008			09/30/2010			

Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name				☒ **Original 5-Year Plan** ☐ **Revision No:**	
Development Number/Name/HA-Wide	Year 1 2006	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2009 PHA FY: 2010	Work Statement for Year FFY Grant: 2010 PHA FY: 2011
MI 73-1 Adams Park	Annual Statement	95,509	85,000	40,000	60,000
MI 73-2 Creston Plaza		59,000	29,509	20,509	20,509
MI 73-8/14 Scattered Sites		10,000	10,000	60,000	14,000
Resident Services Coord		55,000	55,000	55,000	55,000
Recreation Reaps Rewards		40,000	80,000	80,000	80,000
Computer Equipment		10,000	10,000	14,000	40,000
Maintenance Equipment		4,000	4,000	4,000	4,000
Administration		60,000	60,000	60,000	60,000
A & E Services		15,000	15,000	15,000	15,000
Operations		136,000	136,000	136,000	136,000
Debt Service		230,000	230,000	230,000	230,000
CFP Funds Listed for 5-year planning		714,509	714,509	714,509	714,509
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year :__2__ FFY Grant: 2007 PHA FY: 2008			Activities for Year: _3__ FFY Grant: 2008 PHA FY: 2009		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	MI 73-1	Cabinetry	34,509	MI 73-1	Window Wall Repl.	38,000
Annual	Adams Park	Unit Carpeting	25,000	Adams Park	Unit Carpeting	10,000
Statement		Heating Line Repairs	12,000		Appliance Replacement	5,000
		Plumbing Repairs	12,000		Compactor Upgrade	22,000
		Appliance Replacement	12,000		Heating Repairs	10,000
	Subtotal		95,509	Subtotal		85,000
				MI 73-2	Heating Upgrades	6,509
	MI 73-2	Heating Upgrades	8,000	Creston Plaza	Water Heaters	5,000
	Creston Plaza	Water Heaters	5,000		Unit Retiling	8,000
		Siding Replacement	10,000		Water Heaters	5,000
		Unit Retiling	10,000		Appliance Replacement	5,000
		Appliance Replacement	9,000	Subtotal		29,509
		Accordion Doors	7,000			
		Exterior Doors	10,000	MI 73-8/14	Roof Repairs	3,000
	Subtotal		59,000	Scattered Sites	Fence Replacement	2,000
					Tree Trimming	2,000
	MI 73-8/14	Roof Repairs	3,000		Appliance Replacement	3,000
	Scattered Sites	Fence Replacement	2,000	Subtotal		10,000
		Tree Trimming	2,000			
		Appliance Replacement	3,000	PHA Wide	Resident Services Coord	55,000
	Subtotal		10,000		Recreation Reaps Rewards	80,000
					Computer Equipment	10,000
	PHA Wide	Resident Services Coord	55,000		Maintenance Equipment	4,000
		Recreation Reaps Rewards	40,000		Administration	60,000
		Computer Equipment	10,000		A & E Services	15,000
		Maintenance Equipment	4,000		Operations	136,000
		Administration	60,000		Debt Service	230,000
		A & E Services	15,000	Subtotal		590,000
		Operations	136,000			
		Debt Service	230,000			
	Subtotal		550,000			
		Total CFP Estimated Cost	**$714,509**			**$714,509**

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

Activities for Year :__4__ FFY Grant: 2009 PHA FY: 2010			Activities for Year: _5__ FFY Grant: 2010 PHA FY: 2011		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
MI 73-1	Unit Carpeting	20,000	MI 73-1	Unit Carpeting	20,000
Adams Park	Appliance Replacement	10,000	Adams Park	Appliance Replacement	20,000
	Heating Repairs	10,000		Heating Repairs	10,000
Subtotal		40,000		Parking Lot Resealing	10,000
			Subtotal		60,000
MI 73-2	Appliance Replacements	7,509			
Creston Plaza	Heating Upgrades	8,000	MI 73-2	Appliance Replacements	7,509
	Water Heaters	5,000	Creston Plaza	Heating Upgrades	8,000
Subtotal		20,509		Water Heaters	5,000
			Subtotal		20,509
MI 73-8/14	Roof Repairs	3,000			
	Fence Replacement	2,000	MI 73-8/14	Roof Repairs	5,000
	Tree Trimming	2,000	Scattered Sites	Fence Replacement	2,000
	Appliance Replacement	3,000		Tree Trimming	2,000
	Siding Replacement	50,000		Appliance Replacement	5,000
Subtotal		60,000	Subtotal		14,000
PHA Wide	Resident Services Coord	55,000	PHA Wide	Resident Services Coord	55,000
	Recreation Reaps Rewards	80,000		Recreation Reaps Rewards	80,000
	Computer Equipment	14,000		Computer Equipment	40,000
	Maintenance Equipment	4,000		Maintenance Equipment	4,000
	Administration	60,000		Administration	60,000
	A & E Services	15,000		A & E Services	15,000
	Operations	136,000		Operations	136,000
	Debt Service	230,000		Debt Service	230,000
Subtotal		594,000	Subtotal		620,000
	Total CFP Estimated Cost	**$714,509**			**$714,509**

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

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

OMB Approval 2577-0157 (Exp. 7/31/98)

HA Name	Capital Fund Program	FFY of Grant Approval
GRAND RAPIDS HOUSING COMMISSION	**MI33P073-501-05**	**2005**

( ) Original Annual Statement ( ) Reserve for Disasters/Emergencies ( ) Revised Annual Statement/Revision Number _____ (X) Performance and Evaluation Report for Program Month Ending **12/31/2006**

( ) Final Performance and Evaluation Report

Line No.	Summary by Development Account		Total Estimated Cost Original	Total Estimated Cost Amended Original	Total Actual Cost (1) Obligated	Total Actual Cost (1) Expended
1	Total Non-CGP Funds		$0	$0	$0	$0
2	1406	Operations (May not exceed 10% of line 19)	$142,900	$0	$142,900	$142,900
3	1408	Management Improvements	$150,000	$0	$150,000	$150,000
4	1410	Administration	$60,000	$0	$71,450	$66,697
5	1411	Audit	$0	$0	$0	$0
6	1415	Liquidated Damages	$0	$0	$0	$0
7	1430	Fees and Costs	$35,000	$0	$57,750	$27,405
8	1440	Site Aquisition	$0	$0	$0	$0
9	1450	Site Improvement	$4,000	$0	$1,200	$1,200
10	1460	Dwelling Structures	$171,500	$0	$39,453	$39,453
11	1465.1	Dwelling Equipment - Nonexpendable	$18,500	$0	$86,755	$49,374
12	1470	Nondwelling Structures	$0	$0	$0	$0
13	1475	Nondwelling Equipment	$38,000	$0	$30,000	$30,000
14	1485	Demolition	$0	$0	$0	$0
15	1490	Replacement Reserves	$0	$0	$0	$0
16	1495.1	Relocation Costs	$81,000	$0	$117,553	$117,553
17	1498	Mod Used for Development	$0	$0	$0	$0
18	1502	Contingency (may not exceed 8% of line 19)	$13,609	$0	$0	$0
19	Amount of Annual Grant (Sum of lines 2 - 18)		$714,509	$0	$697,061	$624,582
20	Amount of line 19 Related to LBP Activities		$0	$0	$0	$0
21	Amount of line 19 Related to Section 504 Compliance		$0	$0	$0	$0
22	Amount of line 19 Related to Security		$0	$0	$0	$0
23	Amount of line 19 Related to Energy Conservation Measures		$0	$0	$0	$0

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/96)

ref Handbook 7485.3

ATTACHMENT F

Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages **MI33P07350105** **FFY 2005**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
PHA-Wide	**Total Non-CFP Funds**			**$0**	**$0**	**$0**	**$0**	
	Operations							
	Operations	1406		$142,900	$142,900	$142,900	$142,900	
	Subtotal 1406			**$142,900**	**$142,900**	**$142,900**	**$142,900**	
PHA-Wide	**Management Improvements**							
	Resident Services Coordinator	1408	n/a	$60,000	$60,000	$60,000	$60,000	
	Recreation Reaps Rewards Program	1408	n/a	$90,000	$90,000	$90,000	$90,000	
	Subtotal 1408			**$150,000**	**$150,000**	**$150,000**	**$150,000**	
	Administrative							
PHA-Wide	Administrastive, Partial Salaries for Program Admin	1410		$60,000	$71,450	$71,450	$66,697	
	Subtotal 1410			**$60,000**	**$71,450**	**$71,450**	**$66,697**	
PHA-Wide	**Fees and Costs**							
	A & E Services, Other Fess & Costs	1430	n/a	$35,000	$62,751	$57,750	$27,405	
	Subtotal 1430			**$35,000**	**$62,751**	**$57,750**	**$27,405**	
PHA-Wide	**Non-Dwelling Equipment**							
	Computer Equipment	1475		$30,000	$30,000	$30,000	$30,000	
	Maintenance Tools	1475		$8,000	$0	$0	$0	
	Subtotal 1475			**$38,000**	**$30,000**	**$30,000**	**$30,000**	
PHA-Wide	Contingency	1502		**$13,609**	**$0**	**$0**	**$0**	
	Subtotal PHA-WIDE			**$439,509**	**$457,101**	**$452,100**	**$417,002**	

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
(2) To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages

MI33P07350105 **FFY: 2005**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
MI73-1 Adams Park								
	1450 Site Improvement							
	Parking Lot Repairs	1450		$0	$1,200	$1,200	$1,200	
	Subtotal 1450	**1450**		**$0**	**$1,200**	**$1,200**	**$1,200**	
	1460 Dwelling Structures							
	Window Wall Replacement	1460		$67,000	$9,852	$9,852	$9,852	
	Unit Carpeting	1460		$9,000	$4,531	$4,531	$4,531	
	Heating Repairs	1460		$0	$1,727	$1,727	$1,727	
	Compactor Repairs	1460		$22,000	$0	$0	$0	
	Intercom	1460		$0	$2,633	$2,633	$2,633	
	Fire Alarm Repairs	1460		$0	$3,812	$3,812	$3,812	
	Subtotal 1460	**1460**		**$98,000**	**$22,555**	**$22,555**	**$22,555**	
	1465 Dwelling Equipment							
	Appliance Replacement	1465		$6,000	$7,850	$7,850	$7,850	
	Subtotal 1465			**$6,000**	**$7,850**	**$7,850**	**$7,850**	
	1470 NonDwelling Structures							
	Subtotal 1470	**1470**		**$0**	**$0**	**$0**	**$0**	
	Adams Park Subtotal			**$104,000**	**$31,605**	**$31,605**	**$31,605**	

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form HUD-52837 (10/96)
ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages **MI33P07350105** **FFY 2005**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
MI 73-1 & 73-3 Campau Commons	**1450 Site Improvement**							
	Security Upgrade	1450		$0	$0	$0	$0	
	Subtotal 1450	**1450**		**$0**	**$0**	**$0**	**$0**	
	1460 Dwelling Structures							
	Exterior Doors	1460		$2,000	$0	$0	$0	
	Plumbing/Sewer Replacement	1460		$2,000	$0	$0	$0	
	Furnace Replacement	1460		$2,000	$0	$0	$0	
	Subtotal 1460	**1460**		**$6,000**	**$0**	**$0**	**$0**	
	1465 Dwelling Equipment							
	Appliance Replacement	1465		$2,000	$75,000	$75,000	$37,619	
	Subtotal 1465	**1465**		**$2,000**	**$75,000**	**$75,000**	**$37,619**	
	1495.1 Relocation Costs							
	Relocation Costs for Campau Redevelopment	**1495.1**		$81,000	$130,000	$117,553	$117,553	
	Subtotal 1495.1			**$81,000**	**$130,000**	**$117,553**	**$117,553**	
	Subtotal Campau Commons			**$89,000**	**$205,000**	**$192,553**	**$155,172**	

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Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages **MI33P07350105** **FFY 2005**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
MI 73-2 Creston Plaza	**1450 Site Improvement**							
	Security Equipment	1450		$0	$0	$0	$0	
	Subtotal 1450	**1450**		**$0**	**$0**	**$0**	**$0**	
	1460 Dwelling Structures							
	Water Heaters	1460		$3,000	$5,811	$5,811	$5,811	
	Heating Systems	1460		$5,000	$3,918	$3,918	$3,918	
	Unit Flooring	1460		$10,000	$0	$0	$0	
	Cabinets	1460		$10,000	$0	$0	$0	
	Interior Doors	1460		$5,000	$0	$0	$0	
	Exterior Doors	1460		$6,000	$0	$0	$0	
	Tub Enclosures	1460		$8,500	$0	$0	$0	
	Roof Repairs	1460		$0	$428	$428	$428	
	Electrical Repairs	1460		$0	$2,364	$2,364	$2,364	
	Soffit Repairs	1460		$0	$648	$648	$648	
	Mold Repairs	1460		$0	$495	$495	$495	
	Subtotal 1460	**1460**		**$47,500**	**$13,664**	**$13,664**	**$13,664**	
	1465 Dwelling Equipment							
	Appliances	1465		$8,500	$1,205	$1,205	$1,205	
	Subtotal 1465			**$8,500**	**$1,205**	**$1,205**	**$1,205**	
	Subtotal Creston Plaza			**$56,000**	**$14,869**	**$14,869**	**$14,869**	

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Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part II: Supporting Pages **MI33P07350105** **FFY 2005**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Amended Original	Funds Obligated	Funds Expended	
MI 73-8/14 Scattered Site	**1450 Site Improvement**							
	Concrete Repairs	1450		$2,000	$0	$0	$0	
	Tree Removal/Landscaping	1450		$2,000	$0	$0	$0	
	Subtotal 1450	**1450**		**$4,000**	**$0**	**$0**	**$0**	
	1460 Dwelling Structures							
	Water Heaters	1460		$2,000	$1,031	$1,031	$1,031	
	Flooring	1460		$2,000	$749	$749	$749	
	Siding	1460		$2,000	$0	$0	$0	
	Roofs	1460		$2,000	$1,454	$1,454	$1,454	
	Windows	1460		$2,000	$0	$0	$0	
	Furnaces	1460		$2,000	$0	$0	$0	
	Plumbing	1460		$2,000	$0	$0	$0	
	Electrical	1460		$2,000	$0	$0	$0	
	Cabinets	1460		$2,000	$0	$0	$0	
	Doors	1460		$2,000	$0	$0	$0	
	Subtotal 1460			**$20,000**	**$3,234**	**$3,234**	**$3,234**	
	1465 Dwelling Equipment							
	Appliances	1465		$2,000	$2,700	$2,700	$2,700	
	Subtotal 1465	**1465**		**$2,000**	**$2,700**	**$2,700**	**$2,700**	
	Subtotal Scattered Site			**$26,000**	**$5,934**	**$5,934**	**$5,934**	

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(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report
Capital Funds Program (CFP) Part III: Implementation Schedule
MI33P07350105 **FFY 2005**

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

OMB Approval 2577-0157 (Exp. 7/31/98)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised ( )	Actual ( )	Original	Revised ( )	Actual ( )	
MI73-1 Adams Park	8/18/07			8/18/09			
MI 73-1 & Mi73-3 Campau Commons	8/18/07			8/18/09			
MI 73-2 Creston Plaza	8/18/07			8/18/09			
MI 73-8/14 Scattered Site	8/18/07			8/18/09			
PHA - Wide	8/18/07			8/18/09			

ɲature of Executive Director and Date

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form HUD-52837 (10/96)
ref Handbook 7485.3

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

PHA Name: GRAND RAPIDS HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI33R07350104	Federal FY of Grant: FFY 2004

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no:
☒Performance and Evaluation Report for Period Ending: 12/31/2006 ☒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 Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
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	36,330		36,330	36,330
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	36,330		36,330	36,330
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: **GRAND RAPIDS HOUSING COMMISSION**		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **MI33R07350104**					**Federal FY of Grant:** **FFY 2004**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original	Revised	Total Actual Cost Obligated	Expended	Status of Work
PHA-WIDE	Replacement Housing		1499		36,330		36,330	36,330	
	Development Cost								

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

PHA Name: **GRAND RAPIDS HOUSING COMMISS**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **MI33R07350104**	**Federal FY of Grant: FFY 2004**

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	
PHA - WIDE	9/30/02	9/30/06		9/30/03	9/30/08	12/31/2007	

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
GRAND RAPIDS HOUSING COMMISSION	Capital Fund Program Grant No: **MI33P07350103** Replacement Housing Factor Grant No:	**FFY 2003**

☐ **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	128,000	128,000	128,000	128,000
3	1408 Management Improvements Soft Costs	130,000	142,148	142,148	142,148
	Management Improvements Hard Costs				
4	1410 Administration	60,000	60,768	60,768	60,768
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	35,000	66,436	66,436	66,436
8	1440 Site Acquisition				
9	1450 Site Improvement	15,680	16,271	16,271	16,271
10	1460 Dwelling Structures	204,086	184,017	184,017	184,017
11	1465.1 Dwelling Equipment—Nonexpendable	22,970	28,710	28,710	28,710
12	1470 Nondwelling Structures	2,607	4,518	4,518	4,518
13	1475 Nondwelling Equipment	58,000	37,961	37,961	37,961
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	Collaterization or Debt Service				
20	Contingency	12,583	0	0	0
21	Amount of Annual Grant: (sum of lines…..)	668,829	668,829	668,829	668,829
	Amount of line 21 Related to LBP Activities				
	Amount of line 21 Related to Section 504 compliance				
	Amount of line 21 Related to Security –Soft Costs				
	Amount of Line 21 Related to Security-- Hard Costs				
	Amount of line 21 Related to Energy Conservation Measures				

ATTACHMENT H

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

PHA Name: **GRAND RAPIDS HOUSING COMMISSION**	**Grant Type and Number** Capital Fund Program Grant No: **MI33P07350103** Replacement Housing Factor Grant No:	**Federal FY of Grant:** **FFY 2003**

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	Obligated	Expended	
MI 73-1	Coomon Area Furniture/Office Equip.		1465		20,000	4,857	4,857	4,857	
Adams Park	Relocate Window Air Conditioners		1460		5,000	0	0	0	
	Elevator Upgrade		1460		0	4,876	4,876	4,876	
	Unit Flooring		1460	20 units	17,000	1,313	1,313	1,313	
	Appliance Replacement		1465	15 units	6,000	7,151	7,151	7,151	
	Asphalt Repair/ Seal Cracks		1450		0	7,695	7,695	7,695	
	Back-Flow Hydrant		1460		0	975	975	975	
	Boiler Repiar		1460		0	1,541	1,541	1,541	
	Subtotal				52,000	28,408	28,408	28,408	
MI 73-1 & 3	Security Upgrade		1450		2,310	0	0	0	
Campau	Siding Replacement		1460	5 bldgs	0	0	0	0	
Commons	Furnaces		1460	6 units	12,000	4,544	4,544	4,544	
	Window Replacement		1460		5,000	0	0	0	
	Water Heaters		1460		0	7,777	7,777	7,777	
	Appliances		1465		5,169	4,644	4,644	4,644	
	Sidewalk		1450		2,850	3,061	3,061	3,061	
	Mechanical Inspections		1460		0	3,096	3,096	3,096	
	Subtotal				27,329	23,122	23,122	23,122	

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

PHA Name: **GRAND RAPIDS HOUSING COMMISSION**	**Grant Type and Number** Capital Fund Program Grant No: **MI33P07350103** Replacement Housing Factor Grant No:	**Federal FY of Grant:** **FFY 2003**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended	Status of Work
MI 73-2	Water Heaters		1460	10	3,000	14,556	14,556	14,556	
Creston Park	Flooring		1460	5 units	17,509	19,717	19,717	19,717	
	Cabinet Replacement		1460	5 units	48,523	48,523	48,523	48,523	
	Accordion Doors		1460	5 units	0	0	0	0	
	Exterior Doors		1460	10	0	0	0	0	
	Exterior Painting		1460	7 bldgs.	894	0	0	0	
	Appliances		1465		9,301	9,670	9,670	9,670	
	Heating System		1460		4,391	13,787	13,787	13,787	
	Windows		1460		32,377	32,377	32,377	32,377	
	Structural Repair		1460	1 bldg.	27,492	10,304	10,304	10,304	On-Hold
	Column Repair - Gym		1470		2,607	4,518	4,518	4,518	
	Mailboxes		1460	84	5,900	5,900	5,900	5,900	
	Parking Lot/Driveway Repair		1450	As Needed	1,500	0	0	0	
	Mechanical Insepctions		1460		0	1,142	1,142	1,142	
	Emergency Repair		1460		0	4,626	4,626	4,626	
	Subtotal				153,494	165,120	165,120	165,120	
MI 73-8/14	Appliance Replacement		1465		2,500	2,388	2,388	2,388	
Scattered Site	Water Heaters		1460		2,500	2,814	2,814	2,814	
	Floor Replacement		1460		2,500	2,556	2,556	2,556	
	Siding Repairs		1460		2,500	0	0	0	
	Roofs		1460		2,500	0	0	0	
	Windows		1460		2,500	0	0	0	
	Furnaces		1460		2,500	2,642	2,642	2,642	
	Plumbing		1460		2,500	0	0	0	
	Electrical		1460		2,500	951	951	951	
	Cabinets		1460		2,500	0	0	0	
Cont on next page	Concrete Repairs		1450		2,500	3,235	3,235	3,235	

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

PHA Name: **GRAND RAPIDS HOUSING COMMISSION**	**Grant Type and Number** Capital Fund Program Grant No: **MI33P07350103** Replacement Housing Factor Grant No:	**Federal FY of Grant:** **FFY 2003**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended	Status of Work
MI 73-8/14	Tree Removal/Landscaping		1450		2,500	2,280	2,280	2,280	
Scattered Site	Doors		1460		2,500	0	0	0	
	Subtotal				32,500	16,866	16,866	16,866	
PHA-Wide	Operations		1406		128,000	128,000	128,000	128,000	
	Support Services Coordinator		1408		50,000	52,592	52,592	52,592	
	Recreation Reaps Rewards Program		1408		80,000	89,556	89,556	89,556	
	Administrative, Partial Salaries for		1410		60,000	60,768	60,768	60,768	
	Program Administrators								
	A & E Services, Other Fees & Costs		1430		35,000	66,436	66,436	66,436	
	Computer Equipment		1475		30,000	20,613	20,613	20,613	
	Maintenance Tools, Equipment		1475		8,000	17,348	17,348	17,348	
	Contingency		1502		12,506	0	0	0	
	Sub-Total				403,506	435,313	435,313	435,313	

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

PHA Name: **GRAND RAPIDS HOUSING COMMISS**	**Grant Type and Number** Capital Fund Program No: **MI33P07350103** Replacement Housing Factor No:	**Federal FY of Grant:** **FFY 2003**

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	
MI 73-1	9/16/05		9/16/05	9/16/07		9/30/05	
Adams Park							
MI 73-1 & 3	9/16/05		9/16/05	9/16/07		9/30/05	
Campau							
Commons							
MI 73-2	9/16/05		9/16/05	9/16/07		9/30/05	
Creston Park							
MI 73-8/14	9/16/05		9/16/05	9/16/07		9/30/05	
Scattered Site							
PHA-Wide	9/16/05		9/16/05	9/16/07		9/30/05	

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

PHA Name: GRAND RAPIDS HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI33R07350103	Federal FY of Grant: FFY 2003

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no:
☒Performance and Evaluation Report for Period Ending: 12/31/2006 ☒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 Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
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	32,902		32,902	32,902
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	32,902		32,902	32,902
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: **GRAND RAPIDS HOUSING COMMISSION**		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **MI33R07350103**					**Federal FY of Grant:** **FFY 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original	Revised	Total Actual Cost Obligated	Expended	Status of Work
PHA-WIDE	Replacement Housing		1499		32,902		32,902	32,902	
	Development Cost								

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

PHA Name: **GRAND RAPIDS HOUSING COMMISS**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **MI33R07350103**	**Federal FY of Grant: FFY 2003**

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	
PHA - WIDE	9/30/02	9/30/06		9/30/03	9/30/08	12/31/2007	

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

PHA Name: GRAND RAPIDS HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI33R07350102	Federal FY of Grant: FFY 2002

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no:
☒Performance and Evaluation Report for Period Ending: 12/31/2006 ☒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 Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
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	39,989		39,989	39,989
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	39,989		39,989	39,989
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: **GRAND RAPIDS HOUSING COMMISSION**		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **MI33R07350102**					**Federal FY of Grant:** **FFY 2002**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original	Revised	Total Actual Cost Obligated	Expended	Status of Work
PHA-WIDE	Replacement Housing		1499		39,989		39,989	39,989	
	Development Cost								

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

PHA Name: **GRAND RAPIDS HOUSING COMMISS**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **MI33R07350102**	**Federal FY of Grant: FFY 2002**

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	
PHA - WIDE	9/30/02	9/30/06		9/30/03	9/30/08	12/31/2007	

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

PHA Name: GRAND RAPIDS HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI33R07350101	Federal FY of Grant: FFY 2001

☐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 Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
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	36,176		36,176	36,176
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	36,176		36,176	36,176
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: **GRAND RAPIDS HOUSING COMMISSION**		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **MI33R07350101**					**Federal FY of Grant:** **FFY 2001**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original	Revised	Total Actual Cost Obligated	Expended	Status of Work
PHA-WIDE	Replacement Housing		1499		36,176		36,176	36,176	
	Development Cost								

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

PHA Name: **GRAND RAPIDS HOUSING COMMISS**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **MI33R07350101**	**Federal FY of Grant: FFY 2001**

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	
PHA - WIDE	9/30/02	9/30/06		9/30/03	9/30/08	12/31/2007	

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

PHA Name:	Grant Type and Number	Federal FY of Grant:
GRAND RAPIDS HOUSING COMMISSION	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI33R07350100	FFY 2000

☐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 Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
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	35,518		35,518	35,518
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	35,518		35,518	35,518
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: **GRAND RAPIDS HOUSING COMMISSION**		**Grant Type and Number** Capital Fund Program Grant No: Replacement Housing Factor Grant No: **MI33R07350100**					**Federal FY of Grant:** **FFY 2000**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original	Revised	Total Actual Cost Obligated	Expended	Status of Work
PHA-WIDE	Replacement Housing		1499		35,518		35,518	35,518	
	Development Cost								

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

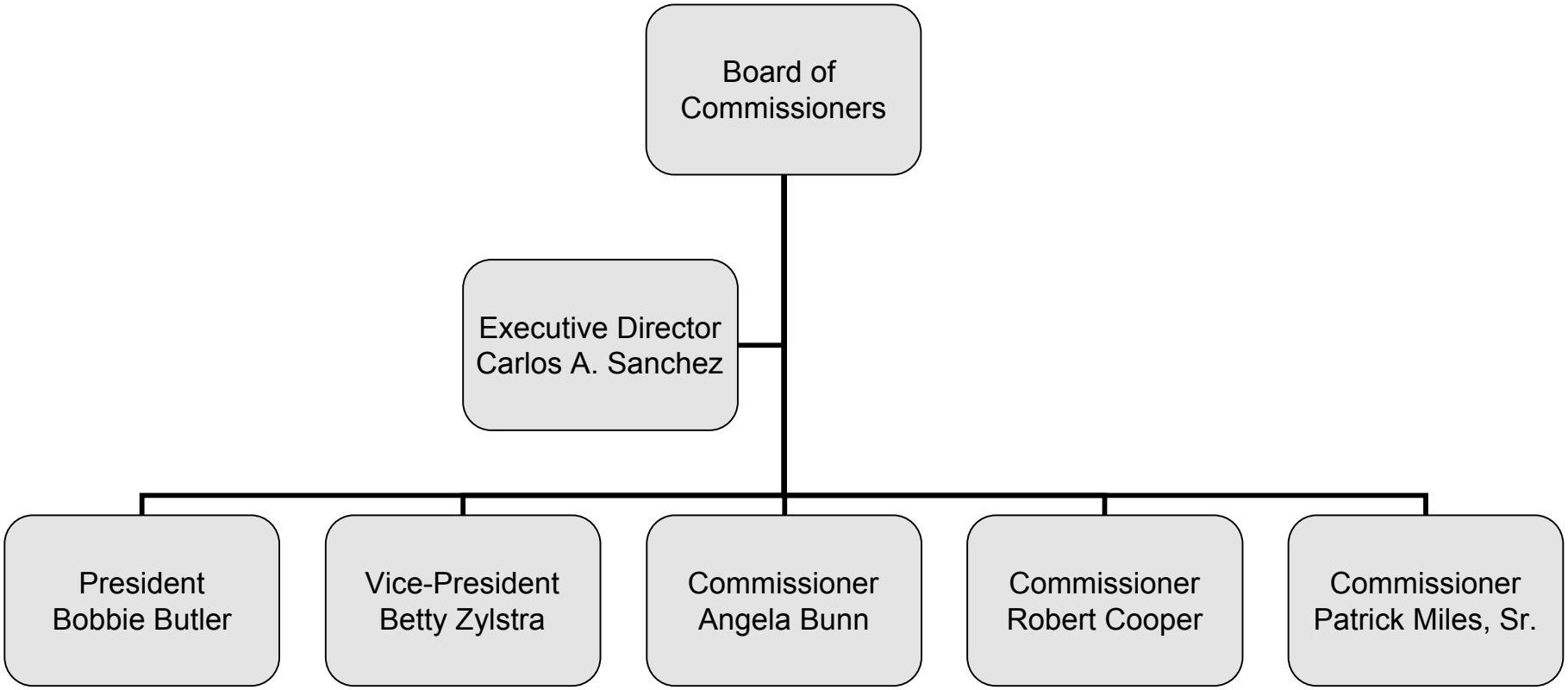
PHA Name: **GRAND RAPIDS HOUSING COMMISS**	**Grant Type and Number** Capital Fund Program No: Replacement Housing Factor No: **MI33R07350100**	**Federal FY of Grant:** **FFY 2000**

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	
PHA - WIDE	9/30/02	9/30/06		9/30/03	9/30/08	12/31/2007	

GRAND RAPIDS HOUSING COMMISSION ATTACHMENT M
Operating Budget
Fiscal Year Ending June 30, 2009

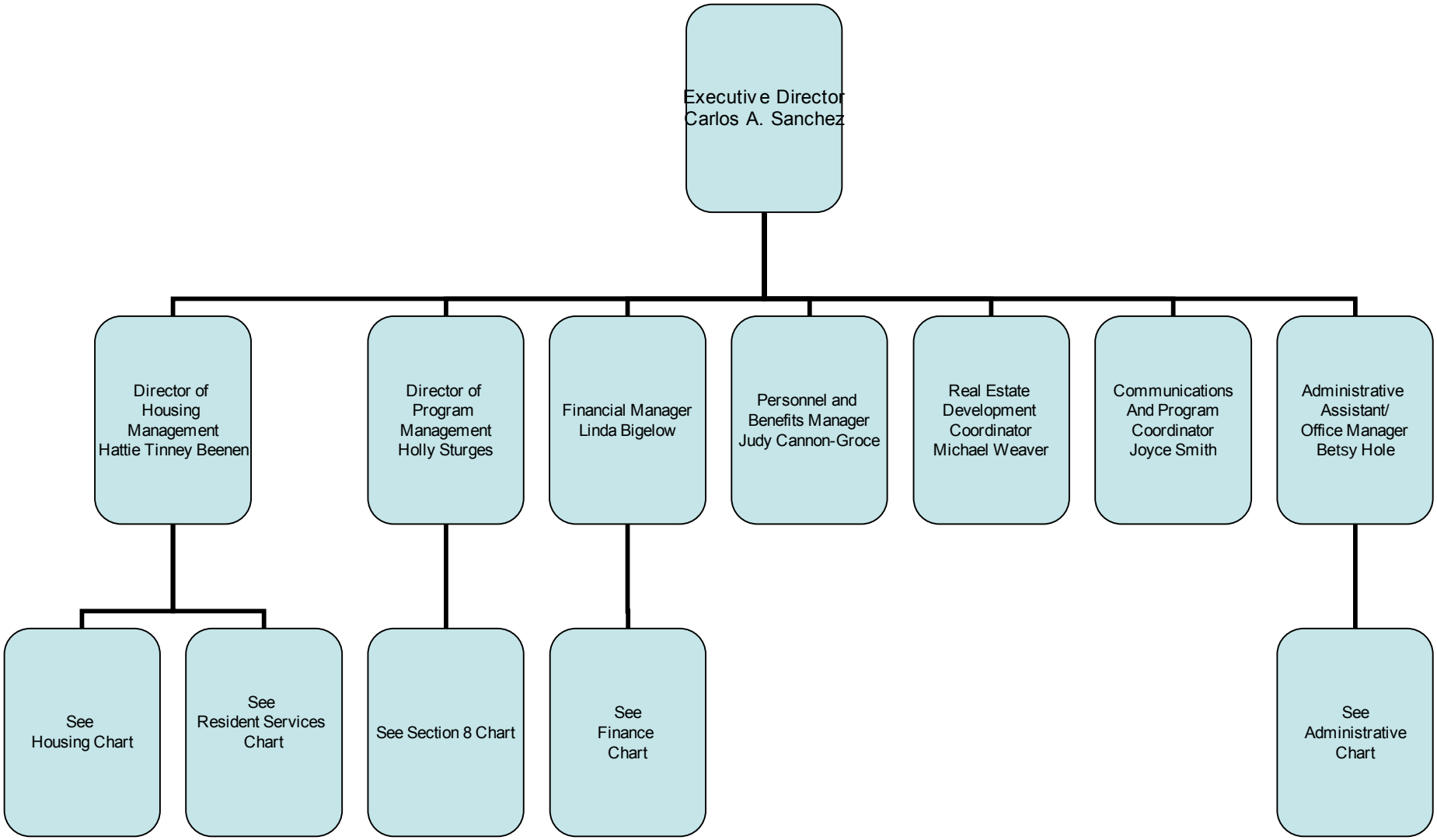
Operating revenues:	
Federal grants	17,517,364
Charges for services	2,426,052
Miscellaneous	5,447,495
Total operating revenues	**25,390,911**
Operating expenses:	
Administrative	4,292,198
Tenant services	462,882
Utilities	1,134,707
Maintenance	1,282,142
General	897,026
Housing assistance payment	16,408,017
Total operating expenses before depreciation	**24,476,972**
Operating income before depreciation	**913,939**
Nonoperating revenues (expenses)	
Interest revenue	29,000
Interest expense and paying agent fees	(683,765)
Loss on disposal of capital assets	-
Net nonoperating expenses	**(654,765)**
Capital grant	112,721
Depreciation and amortization expense	(1,278,000)
Net Income	**(906,105)**

Grand Rapids Housing Commission
Organization Chart
Commissioners

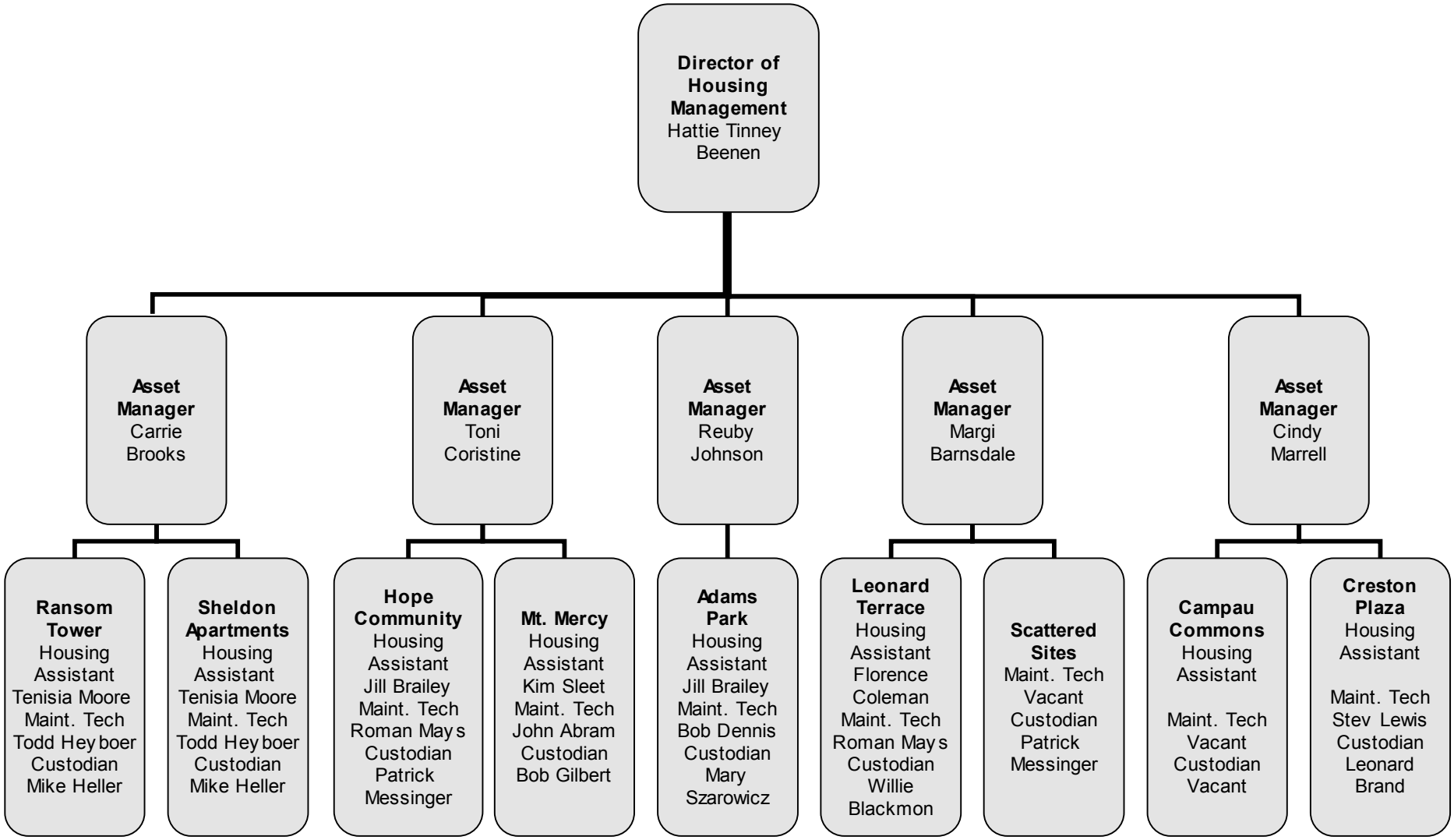


ATTACHMENT N

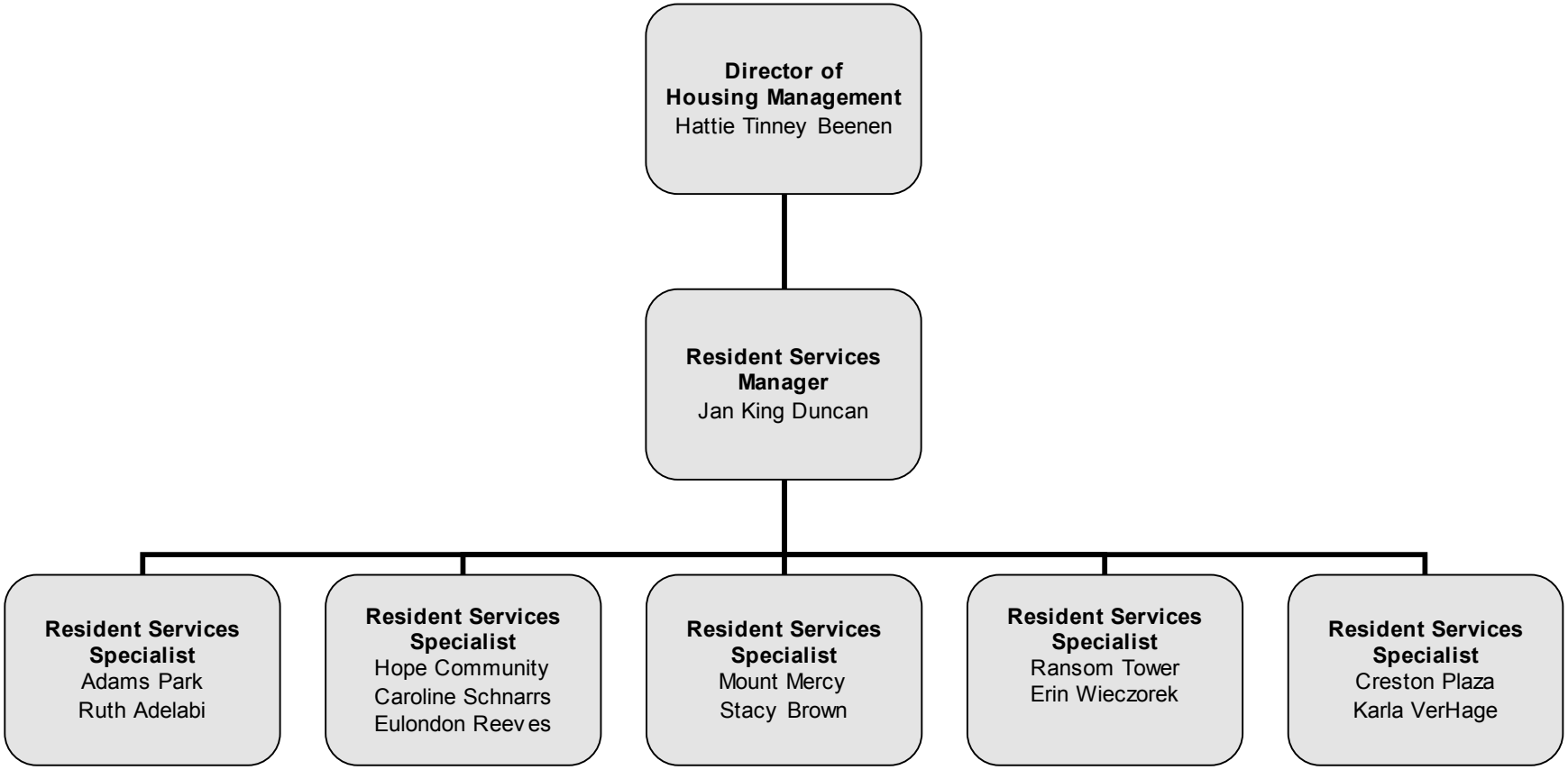
Grand Rapids Housing Commission
Organization Chart
Executive



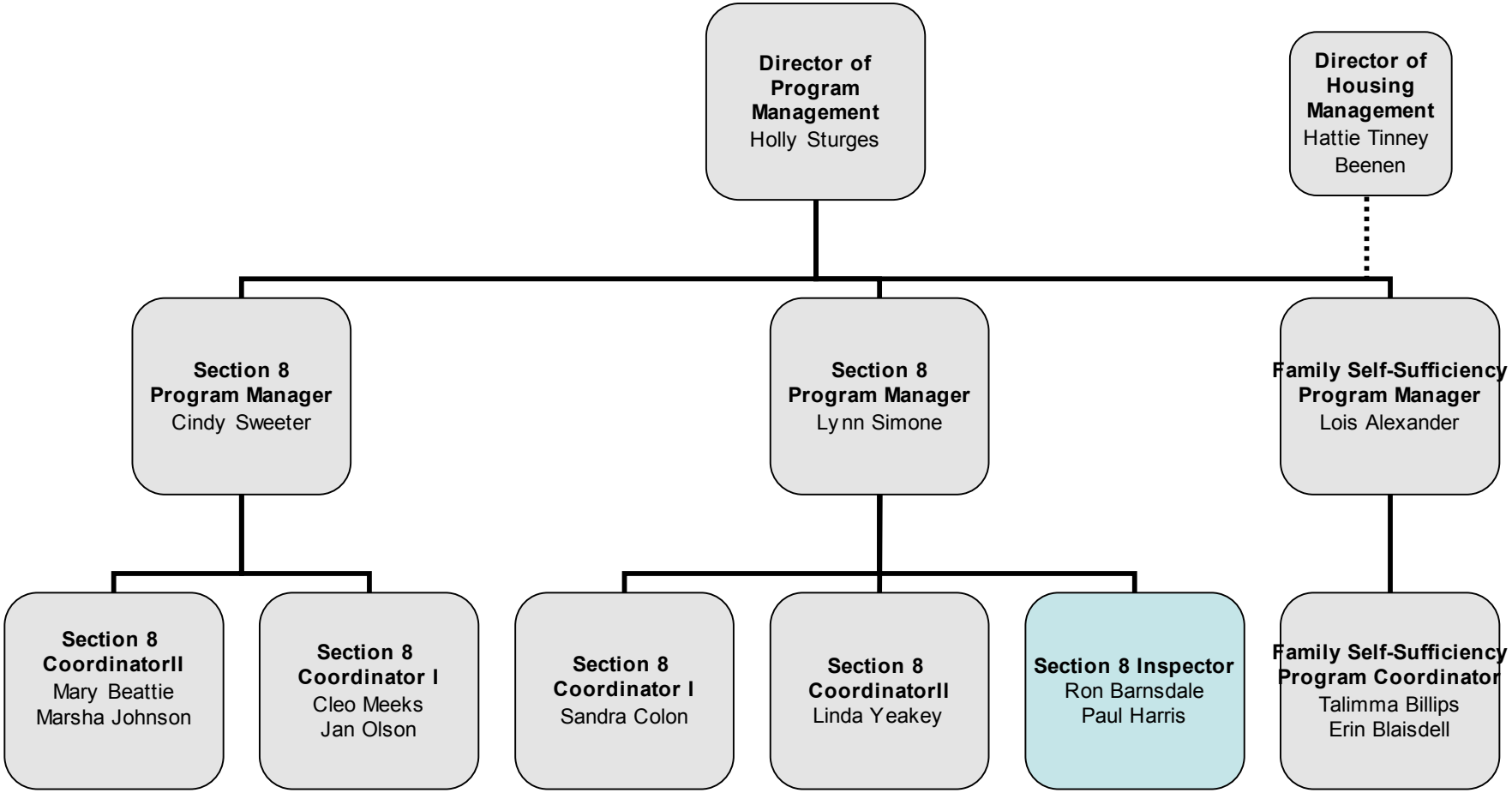
Grand Rapids Housing Commission
Organization Chart
Housing



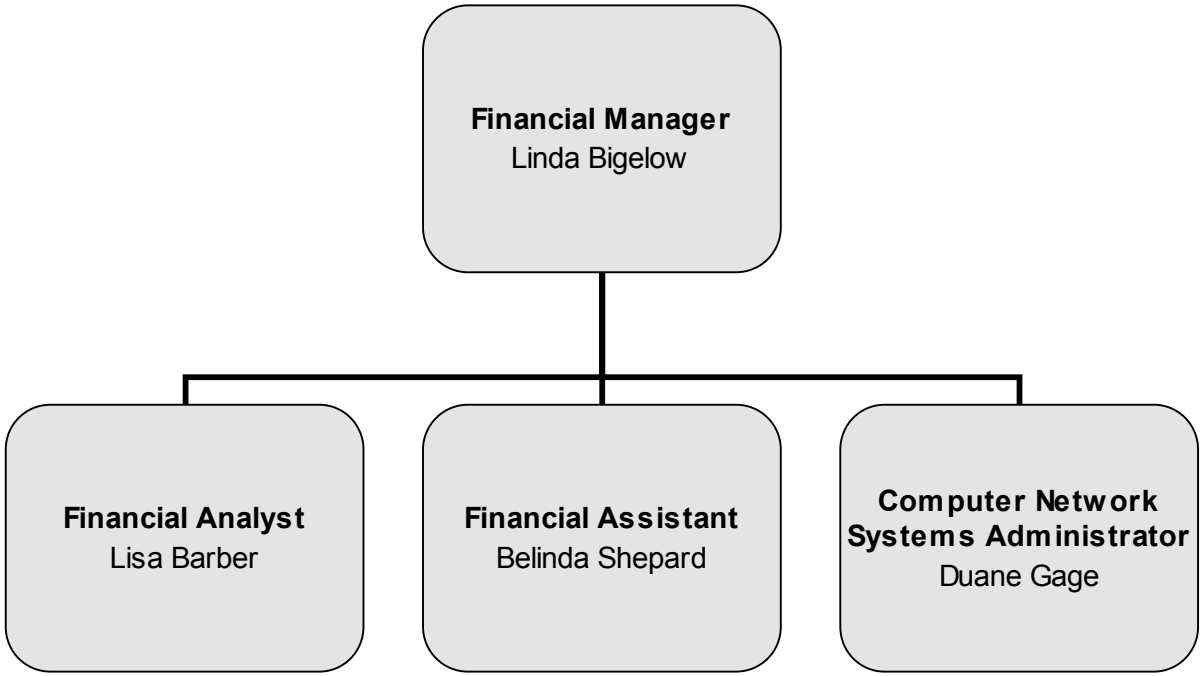
Grand Rapids Housing Commission
Organization Chart
Resident Services



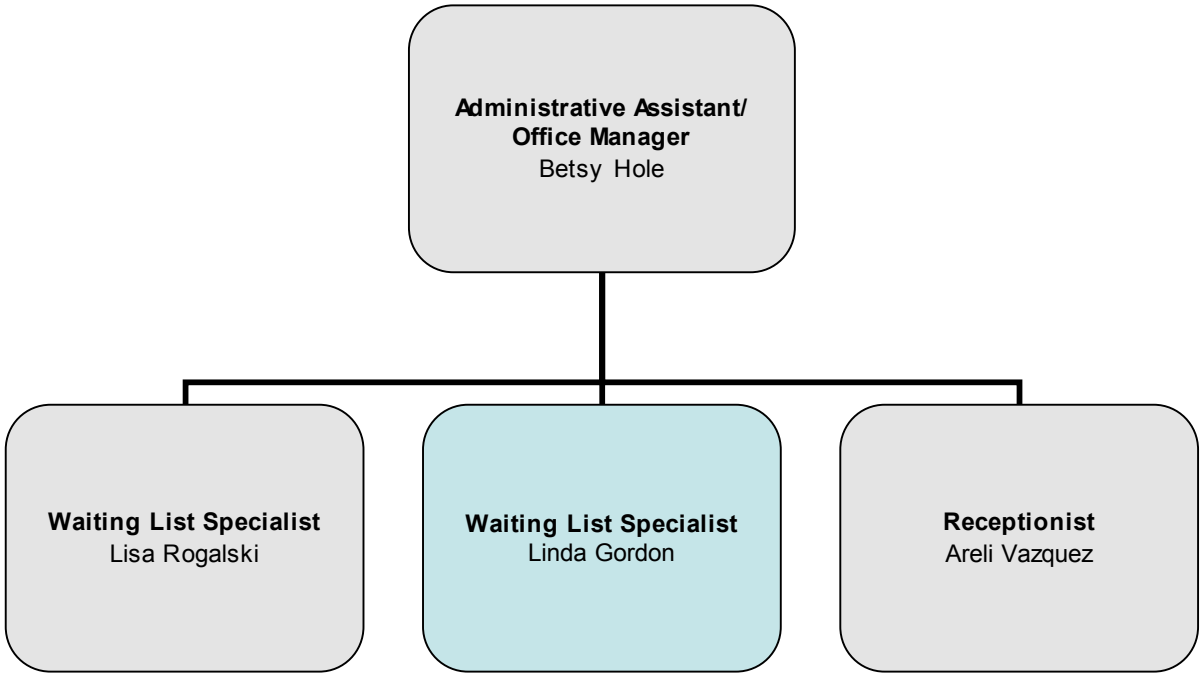
Grand Rapids Housing Commission
Organization Chart
Section 8



Grand Rapids Housing Commission
Organization Chart
Finance



Grand Rapids Housing Commission
Organization Chart
Administrative



ATTACHMENT O

MINUTES OF JANUARY 15, 2008
RESIDENT ADVISORY BOARD

The meeting of the Resident Advisory Board was held on January 15, 2008 in the conference room of the administrative building, 1420 Fuller, S.E., Grand Rapids, Michigan. The Chair called the meeting to order at 5:35 p.m.

Roll Call: Present: Angela Bunn, Joyce Stricker, Virgie Young

Absent: Kizzie Ferguson, Sandra Hayes, Sister Paula Mierle, Brenda Pratt, Thomas Tobey

Also attending the meeting were Carlos Sanchez, Betsy Chambers-Hole, Hattie Tinney-Beenen, Holly Sturges and Michael Weaver

MINUTES:

Virgie Young, supported by Joyce Stricker moved to approve the Minutes of February 21, 2007 with the correction that Joyce Stricker requested that the carpets be cleaned not replaced at Leonard Terrace and also mentioned that we should engage the community/colleges for landscaping purposes at Leonard Terrace.

Ayes: Bunn, Stricker, Young

Nays: None

The Chair declared the motion carried.

RESOLUTION & MOTIONS:

1. The Director presented the Board with a copy of the 2008 Draft Agency Plan for review and discussion and also went over the goals and objectives similar to the 2007 plan. The Director informed the Board that the significant changes are highlighted in yellow. The Director

also informed the Board that the Public Hearing regarding the Agency Plan will be scheduled sometime in March.

Virgie Young, supported by Joyce Stricker, moved to approve the Draft Agency Plan for 2008

Ayes: Bunn, Stricker, Young

Nays: None

The Chair declared the motion carried.

STAFF REPORT:

1. The Director presented the Board with a copy of the Smoke Free Policy for the various Housing Commission facilities and gave a brief overview of how the policy would be implemented.

2. The Director presented the Board with a copy of the revisions to the Ransom Tower Lease Agreement per HUD requirements.

3. The Director presented the Board with a copy of the revisions to the Dwelling Lease for LIPH, Leonard Terrace, Mt. Mercy and Sheldon as required under the Violence Against Women Act of 1994.

4. The Director presented the Board with a copy of the Operating Standards for Campau Commons Apartments as it pertains to requirements of occupancy for this particular housing development.

5. The Director presented the Board with a copy of the Operating Standards for Creston Plaza and Campau Commons as it pertains to requirements of occupancy.

6. The Director presented the Board with a copy of the revisions to the Pet and Service Animal Policy per recommendations by HUD.

7. The Director presented the Board with a copy of the revised Standard Charge list for Adams Park, Creston Plaza, Hope Community, Leonard Terrace, Mt. Mercy, Ransom Tower, Scattered Sites and Sheldon Apartments as it relates to charges to the unit or property related to carelessness, misuse or neglect on the part of the tenant, his/her family, or visitors.

8. The Director presented the Board with a copy of the adoption of the standard charge list for various legal fees related to termination of tenancy for the Adams Park, Campau Commons, Creston Plaza, Hope Community, Leonard Terrace, Mt. Mercy, Ransom Tower, Scattered Sites and Sheldon Apartments.

9. The Director updated the Board on the revisions to the Section 8 Administrative Plan regarding the Violence Against Women and Department of Justice Reauthorization Act of 2005.

10. The Director presented the Board with a copy of the MASS Certification submission for FYE 6/30/07. The Director also informed the Board that staff continues to work on vacancies and turnovers.

11. The Director presented the Board with a copy of the Section Eight Management Assessment Program (SEMAP) Certification for FY 2007. The Director also informed the Board that staff expects to receive a score of 100% - high performer.

12. The Director presented the Board with a summary of various grants the Grand Rapids Housing Commission has received for 2007.

Old/New Business

1. Michael Weaver updated the Board on the status of Campau Commons and informed the Board that construction for the office/community center at Campau is beginning

with an expected completion date scheduled for September 2008. Discussion regarding Campau school remaining open due to the revitalization that has taken place in the neighborhood.

Sheldon received its camera security system thanks to Commission Eli Lumpkins.

Hattie Tinney informed the Board that staff is working closely with the police department at Adams Park and Grand Valley Criminal Justice students are giving ideas and working with tenants.

Discussion regarding setting up meetings quarterly with the dates of March 25th, June 24th and September 23rd, 2008 for the Resident Advisory Board.

There being no further business to come before the Board, Joyce Stricker supported by Virgie Young moved to adjourn the meeting at 6:18 p.m.

Angela Burn

Chair

MINUTES OF MARCH 18, 2008
GRAND RAPIDS HOUSING COMMISSION

The Public Hearing of the Grand Rapids Housing Commission was held on March 28, 2008 at the Adams Park Apartments located at 1440 Fuller, S.E., Grand Rapids, MI for the purpose of conducting a Public Hearing on the Grand Rapids Housing Commission Agency Plan.

The President called the meeting to order at 6:45 P.M.

Roll Call: Present: Bunn, Butler, Cooper, Miles, Zylstra

Absent: None

Holly Sturges, the Director of Program Management did a presentation on the various programs the Grand Rapids Housing Commission administers.

The Director briefly identified the Goals and Objectives of our Five Year Plan. A few of the highlights the Director presented to members of the hearing were:

- Apply for additional Vouchers for Veterans with Disabilities.
- Outreach to Landlords to expand voucher opportunities.
- Overview of Management goals with the challenges of funding.
- Staff training on client needs, customer service.
- Supportive services for residents to continue to live independently.
- Reviewing on how to rebuild Creston Plaza using various funding including Low Income Housing Tax Credits.
- Increase public awareness of what the Housing Commission provides.

The President opened the meeting for public comments on the Agency Plan.

RESIDENT COMMENTS:

- Patricia Brown of Mt. Mercy

Driveway and sidewalk to 1511 Building are too steep, dryers only work half the time, doors only unlock half the time, sidewalks need to be shoveled, aides have fallen on icy sidewalks, main building – door gets iced over where door won't close completely so the lobby gets too cold; cars drive around back really fast, elevator buttons not low enough, doors are too heavy and public restrooms are not kept clean and there is never any toilet paper.

- Joyce Paggeot of Campau Commons

  Speaking on behalf of Concerned Residents of Mt. Mercy. Feels like they have to fight just to be listened to. Goals state you want resident to be listened to. Needs answers as to when doors will be in. Mt. Mercy is not handicapped friendly, elevators down too often, residents want to be self-sufficient but it isn't possible with conditions. Roof is leaking in entry way, plaster falling, paint chipping. Presented Commission with a letter from Concerned Residents.

- Patricia LaGrone of Creston Plaza

  Will they be remodeling Creston. On Section 8 waiting list when will she get Section 8 Voucher. Hears noise in the walls – loud banging noises – son is afraid to sleep in his room because of the noise. Office doesn't do anything. Pilot light goes off all the time on her stove.

- Larry Smith of Creston Plaza

  Lighting at Creston – kids breaking lights/selling drugs. Dumpsters are too far away from buildings for elderly. Creston floods quite often and the dumpster is flooded so people are just throwing their trash around the dumpster because they can't get to it. Windows are too small, concerned about being able to escape in case of fire.

- Martin Morales of Mt. Mercy

  Wants a good antenna and would like to see Spanish-speaking employees.

- Mary Margaret Aldrich of Mt. Mercy

  Go Bus will not come down driveway at 1511 because of safety concerns for other passengers that are strapped in. The railing on curved path from 1511 to parking lot is shoveled by a resident. Can staff be responsible for shoveling that path?

- Marvin VanderLaan of Mt. Mercy

  Need proper operational trash chutes – garbage rooms at end of hallways – smells like a city dump. Need more parking for handicapped visitors. Need more lighting in parking lot and around the building. Speed limit needs to be posted on driveway and parking lots. Are we eligible to use our Section 8 Voucher?

- Clark Goodrich

  Need more accessible units for disabled people who are not women and elderly.

- Frank Lynn of Disability Advocates of Kent County

  In disagreement with what is going on. Received report from Michigan Protection & Advocacy Services/legal support for people with disabilities. Architect was hired to look at Mt. Mercy, and the conclusion of letter stated that Mt. Mercy Apartments has significant issues. There seems to be a disconnect – question that need to be answered.

- Bonnie Jean O'Brien of Adams Park

  Would like more information on the FSS program – never heard of that program. Need more enforcement of No Solicitation – Has lost medicare A & B benefits due to solicitors and has been trying to get it back since June of 2007.

- Linda Adams of Mt. Mercy

Certificates of Insurance should be displayed in public view. Filing incident reports doesn't seem to be enough. Toni and staff are helpful in filing reports. Can we get a volunteer program to help with benefits for funds that are needed, extra money is needed. We can't just sit back and complain, we need to be helpful.

Comments by Housing Commissioners

Commissioner Cooper addressed Frank Lynn and asked if Mr. Lynn had copies of the letter that he referred to in order to back up comments made.

There being no further comments from the residents, the public hearing was closed at 7:25 p.m.

Carlos A. Sanchez
Executive Director

ATTACHMENT P

Component 3.(6) Deconcentration and Income Mixing

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

b ☐ Yes ☒ No Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4-at 903.2(c)(1)((iv)]	Deconcentration policy (if no explanation) [see step 5 at 903.2(c)(1)(v)]

ATTACHMENT Q

Component 10 (B) Voluntary Conversion Initial Assessments

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

Three: Campau Commons, Creston Plaza, Scattered Sites

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: Adams Park

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

All developments were assessed

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

Development Name	Number of Units
Campau Commons	112
Creston Plaza	100
Adams Park	188
Scattered Sites	46

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

N/A

Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan

I, *Kurt F. Kimball* the *City Manager, City of Grand Rapids, MI* certify that the Five Year and Annual PHA Plan of the *Grand Rapids Housing Commission* is consistent with the Consolidated Plan of *City of Grand Rapids* prepared pursuant to 24 CFR Part 91.

Kurt F Kimball 3/5/08

Signed / Dated by Appropriate State or Local Official

Standard PHA Plan
PHA Certifications of Compliance

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

PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the *Standard Annual, Standard 5-Year/Annual, and Streamlined 5-Year/Annual* PHA Plans

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the__standard Annual, ✔ standard 5-Year/Annual or __streamlined 5-Year/Annual PHA Plan for the PHA fiscal year beginning 7/1/2008 , hereinafter referred to as" the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
· The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
· The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
· Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
· The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
· The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

Grand Rapids Housing Commission	MI073
PHA Name	PHA Number/HA Code

___ Standard PHA Plan for Fiscal Year: 20__
✔ Standard Five-Year PHA Plan for Fiscal Years 2005 - 2009, including Annual Plan for FY 2008

___ Streamlined Five-Year PHA Plan for Fiscal Years 20__ - 20__, including Annual Plan for FY 20__

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Bobbie Butler	President
Signature	Date
X Bobbie Butler	April 8, 2008

form **HUD-50077** (04/30/2003)

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

ATTACHMENT T

Applicant Name

Grand Rapids Housing Commission

Program/Activity Receiving Federal Grant Funding

Operating Subsidy FFY 2008, CFP FFY 2008

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Carlos A. Sanchez	Executive Director
Signature X	Date 3/24/08

form **HUD-50070** (3/98)
ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

Certification of Payments to Influence Federal Transactions

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

ATTACHMENT U

Applicant Name

Grand Rapids Housing Commission

Program/Activity Receiving Federal Grant Funding

Operating Subsidy FFY 2008, CFP FFY 2008

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Carlos A. Sanchez	Executive Director

Signature	Date (mm/dd/yyyy)
	03/24/2008

Previous edition is obsolete

form HUD 50071 (3/98)
ref. Handboooks 7417.1, 7475.13, 7485.1, & 7485.3

DISCLOSURE OF LOBBYING ACTIVITIES

ATTACHMENT V

Approved by OMB 0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

1. Type of Federal Action:
[b] a. contract
b. grant
c. cooperative agreement
d. loan
e. loan guarantee
f. loan insurance

2. Status of Federal Action:
[b] a. bid/offer/application
b. initial award
c. post-award

3. Report Type:
[a] a. initial filing
b. material change
For Material Change Only:
year _____ quarter _____
date of last report _____

4. Name and Address of Reporting Entity:
[x] **Prime** [ ] **Subawardee**
Tier _____, *if known*:

Grand Rapids Housing Commission
1420 Fuller Ave. SE
Grand Rapids, MI 49507

Congressional District, *if known*: 3

5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:

N/A

Congressional District, *if known*:

6. Federal Department/Agency:

U.S. Dept. of Housing and Urban Development

7. Federal Program Name/Description:

Capital Fund Program (CFP), Operating Subsidy

CFDA Number, *if applicable*: _____

8. Federal Action Number, *if known*:

9. Award Amount, *if known*:

$ Unknown

10. a. Name and Address of Lobbying Registrant
(*if individual, last name, first name, MI*):

None

b. Individuals Performing Services (*including address if different from No. 10a*)
(*last name, first name, MI*):

None

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Signature: _____
Print Name: Carlos A. Sanchez
Title: Executive Director
Telephone No.: (616) 235-2600 Date: 3/24/08

Federal Use Only:

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Standard Form LLL (Rev. 7-97)

ATTACHMENT W

GRAND RAPIDS HOUSING COMMISSION
2007 ACCOMPLISHMENTS

GENERAL/FINANCIAL/DEVELOPMENT

- Prepared and submitted 2007 Annual Agency Plan to HUD.
- Successfully closed year-end financials and prepared year-end combined GAAP financial statements.
- Earned 27 out of 30 possible points on PHAS financial indicator for the 6/30/07 fiscal year.
- Implemented asset management, including establishing new fund for the central office.
- Developed new procurement policy to comply with updated HUD regulations, trained site staff on funding sources and procurement policy.
- Completed a $14.2 million redevelopment of Campau Commons family housing development.
- Secured funding to complete a $1.1 million community building at Campau Commons.
- Applied for funding to construct 48 affordable single-family homes.
- Conducted 2008 United Way employee campaign. Campaign total: $5,282; total raised for Hope Community: $1,508.

COMMUNICATIONS/PUBLIC RELATIONS/INTERNAL RELATIONS

- Planned, promoted and hosted a successful 2007 Annual Luncheon event.
- Planned, promoted and hosted a successful Campau Commons Grand Opening event.
- Produced a variety of publications, including:
  - 2006 Annual Report
  - Senior housing sites brochure and fact sheets
  - GRHC quarterly newsletters
- Supported GRHC public informational and outreach goals through the distribution of timely, accurate news releases to local media.
- Administered the Jean McKee Resident Scholarship Program, with 2007 scholarships awarded to two college-bound residents.

- Regularly updated the GRHC web site to ensure timely client/public access to information and optimal placement with the major search engines. Monitored/evaluated web site utilization statistics and used this information to refine content.

- Redesigned Preliminary Housing Application Form for public housing and Section 8 programs to simplify the application process and make it more user friendly for clients.

COMMUNITY PLANNING

- GRHC Executive Director serves on the Grand Rapids Area Housing Continuum of Care "Vision to End Homelessness" Advisory Board, GRHC Director for Program Management is Chair of the Coalition to End Homelessness Steering Committee.

- Represented on Continuum of Care HUD-Funded Housing Committee by Director of Housing Management and Director of Program Management.

- GRHC staff members regularly participate in meetings of the Grand Rapids Area Coalition to End Homelessness, the Permanent Housing Providers Coordinating Council, the Emergency Needs Task Force and in community discussions of emerging issues such as low-demand/harm-reduction housing, veterans' housing and prisoner re-entry.

- Represented on Grand Rapids Community College Occupational Support Advisory Council by Family Self-Sufficiency Program Manager.

PERSONNEL

- Recruited for three vacancies: Waiting List Specialist (1), Housing Assistant (1), Resident Services Specialist (1).

- Coordinated and placed temporary services through People Mark/AARP.

- Coordinated 2007 training for Housing Management personnel: FLSA/payroll laws, grant writing, leave and attendance policies.

- Facilitated renewal of contracts for Employee Health, Dental, Vision insurance, Workers' Compensation, Employee Assistant Program and Flexible Spending Account for 2006 that included debit cards. Presented plan changes to personnel at staff meetings.

- Complied with EEO-1 regulations for employers who receive awarded contract from the Federal government.

- Recommended voluntary short-/long-term disability insurance coverage.

- Facilitated Junior Achievement job share event.

SECTION 8 PROGRAMS

- Submitted all Section 8 information required under the Multi-Tenant Characteristic System, resolving all "fatal errors."
- Continued to monitor and improve the SEMAP score to exceed 90, earning a score of 103% and a "high performer" designation.
- Assisted 6 Hurricane Katrina evacuees through participation in the DHAP Program.
- Maintained Section 8 waiting list of over 6,431 applicants.
- Scheduled 94 Section 8 program orientation meetings for 417 families.
- Maintained security deposits for 84 families.
- Administered 2,814 Section 8 vouchers, including 415 new families, 497 moving families and 35 families that ported into the GRHC's program, for a total of 7,629 persons.
- Conducted 5,087 inspections of Section 8 rental units.
- Maintained Section 8 lease-up at greater than 98%.
- Increased number of participating property owners by 64 for a total of over 1,200.
- Developed "Home at Last II," a program that provides rental assistance to 16 chronically homeless individuals.

HOUSING MANAGEMENT/OPERATION

- Successfully refilled and welcomed 92 families into the recently redeveloped Campau Commons Apartments.
- Grants secured: ESG, SHP, LIHTC, ROSS, and CDBG.
- Unit turnaround: filled 23 vacant units per month.
- Rent collection: average collection percentage 98.5%.
- Successfully met inspections requirements and secured certification under local, State, and Tax Credit monitoring authorities.
- Maintained and expanded database to inventory all housing properties.
- Developed database to provide oversight of State inspections and licensing of boilers and elevators at all applicable housing developments.

- Developed database and increased monitoring of monthly testing of firefighting and emergency equipment at high-rise buildings.

- Developed Fire Preparedness Plan that met local and national fire code requirements for one high-rise development. This plan is to be replicated for all other housing developments in 2008.

- Revised or instituted new Operating Standards and Admissions and Continued Occupancy Policies for numerous housing developments, including the HUD required Violence Against Women Act to assist victims of domestic violence.

- Implemented new leases for two housing developments.

- Developed and implement Non-Smoking Policy for all housing developments. This included introducing smoking cessation classes at development where smoking is completely banned from the property.

- Ensured accuracy of rent calculations by internally auditing tenant files.

- Secured the donation of security system for the Sheldon Apartments.

- Secured donation of paint, materials, and furnishings in order to renovate office, commons areas, and units.

- Worked with GRPD and GVSU Criminal Justice Program to develop crime prevention program at the Adams Park Apartments.

- Opened new Community Center at the Creston Plaza Apartments.

- Developed Employee Duty Book to assist site staff to assume responsibilities at all sites.

RESIDENT SERVICES

- Community partnerships exceeding $10,000,000 secured as match dollars for grant activities.

- Opened first Resident Services Office at Leonard Terrace Apartments.

- Developed "refugee" activities at family housing development.

- Collaborated to assist in the "Homeless Connect" project.

- Develop and implement a personal needs store at the Hope Community Transitional Program supported by faith-based organization.

- Network 180 Recovery Teams providing services at one housing development.

- Grand Rapids Community College sponsored occupational Fair held at Creston Plaza Apartments as part of the on-site FSS and ROSS programs.

- 7 social work interns procured to augment Resident Services staff to increase quality of life for Housing Commission residents.

- Opened exercise room and implemented senior exercise classes, opened computer lab and provided computer classes, opened resident library, provided field trips, budgeting classes, held social events, opened craft room and provided classes in handicrafts, at various housing developments.

- Continued to maintain and fund ACCESS food pantries at all senior housing sites.

- Visiting Physicians program, Network 180/Touchstone, college nursing programs, hearing testing, therapeutic pets, Spectrum Healthier Communities, Life Guidance, Pine Rest Behavioral Health Services, and flue shots provided at various housing developments.

FAMILY SELF-SUFFICIENCY AND HOMEOWNERSHIP PROGRAMS

- Opened an on-site Family Self-Sufficiency Program office at the newly redeveloped Campau Commons family housing development.

- Implemented the Section 8 Housing Choice Voucher Homeownership Program:
  - Thirty-eight homeownership closings since the program's inception.
  - Thirty-nine current program participants.

- Helped 57 LIPH households work toward economic independence through the Family Self-Sufficiency (FSS) Program:
  - Six program graduates, with escrows totaling $67,982 and an average disbursement of $11,330.
  - 34 families increased their income and earned escrow.
  - Four households purchased homes.
  - 18 new enrollees in the FSS program.

- Assisted 295 Housing Choice Voucher Program participants through the Family Self-Sufficiency (FSS) Program.
  - Conducted outreach to 423 Section 8 families; enrolled 174 new families in the program.
  - 28 families graduated, with a total escrow of $278,661 and an average distribution of $9,952.
  - 124 families earned escrow.
  - Six families are on the road to home ownership.

- Completed an 1870-square-foot single-family homeownership unit that is being rented to a low-income family through our Scattered Sites program.

STAFF EDUCATION/TRAINING

- Payroll and Fair Labor Standards Act training, Davis-Bacon Act training—management and salaried staff.

- Fair Housing training.
- Homeownership Program training.
- Area Agency on Aging training on "Motivational Interviewing."
- "Advanced Proposal Writing" completed by Housing Management staff.
- Low-Income Housing Tax Credit training completed by asset managers who manage Tax Credit properties.

- Rent Collection and Legal Issues training completed by asset manager through Rental Property Owners Association.

- Resident Services staff completed training re working with children who have emotional and behavioral problems.

- Community Mental Health and CDBG funds used to provide training re mental health issues to all Housing Commission front-line staff.

- Pest Control certification training completed by maintenance tech.

GRANTS/GRANT ADMINISTRATION

- Applied for and received **$57,150** MSHDA Emergency Shelter grant in support of Hope Community Transitional Housing Program.

- Applied for and received a **$226,900** HUD Supportive Housing Program grant in support of Hope Community Transitional Housing Program.

- Received **$684,321** from HUD 2007 Capital Fund Program (CFP).

- Received **$1,095,238** in HUD 2007 Public Housing Operating Funds.

- Received **$16,611,652** from HUD for the renewal of 2,814 Section 8 vouchers.

- Applied for and received **$124,414** from HUD for Section 8 FSS Coordinators.

- Applied for and received **$486,226** from HUD for the renewal of 86 Section 8 SRO at the Dwelling Place Inn.

- Applied for and received **$110,346** for the renewal of 16 Moderate Rehabilitation units at Calumet Flats.

- Applied for and received **$65,500** for renewal of ROSS grant that funds one FSS Coordinator position.

ATTACHMENT X

GRAND RAPIDS HOUSING COMMISSION

HUD DID NOT CONDUCT A 2007 RESIDENT ASSESSMENT SURVEY.

The GRHC continues to be proactive in addressing issues related to communication with residents, safety and neighborhood appearance, the areas identified for improvement in the 2006 Resident Assessment Survey. This year the GRHC has undertaken additional collaborative efforts with the local police department and the local Community Mental Health Department. We also opened a new on-site resident services/economic self-sufficiency office at Campau Commons family housing development.

Below are the results from the 2006 Resident Assessment Survey, along with the actions the GRHC has taken to remedy any identified deficiency.

FOLLOW-UP PLAN FOR 2006 RESIDENT ASSESSMENT SURVEY
Projects Michigan 73-1, 73-2, 73-8, and 73-14

Communication score: 71.3%
This result includes the following scores:
63.3% from Creston Plaza, Project MI73-2, a family and elderly development
69.1% from Scattered Site, Project MI73-8

During 2006, the Grand Rapids Housing Commission has taken the following actions to address communication issues:

1. Used a portion of the Resident Advisory Board Operating Fund to fund the following communication vehicles:
   - A new monthly site newsletter for Creston Plaza residents.
   - Commission-wide GRHC *Quarterly Newsletter* delivered to each resident.
   - A GRHC web site that includes information targeted to residents.
2. Used ROSS grant funds to establish a full-time Resident Services/Family Self-Sufficiency office at Creston Plaza, including an intensive resident training and peer mentoring program.

Neighborhood Appearance score: 65.9%
This result includes the following scores:
73.6% from Adams Park, Project MI73-1, an elderly/disabled high-rise
54.9% from Creston Plaza, Project MI73-2, a family and elderly development
73.8% from Scattered Site, Project MI73-14
All of these developments are located in neighborhoods identified as being vulnerable to crime, including vandalism and related activities that impact neighborhood appearance.

During 2006, the Grand Rapids Housing Commission has taken the following actions to address neighborhood appearance issues:

1. Partnered with neighborhood associations and the local police department to report suspicious activities and reduce crime and vandalism.
2. During 2007, the GRHC will apply for federal LIHTC and a MSHDA Capital Fund Financing Program grant for the purpose of redeveloping Creston Plaza (MI73-2).
3. Reassigned maintenance and custodial staff to enhance efficiency and oversight of Scattered Sites maintenance.

Safety score: 68.9%

This result includes the following scores:
69.6% from Adams Park, Project MI73-1, an elderly/disabled high-rise
64.8% from Creston Plaza, Project MI73-2, a family and elderly development
These developments are located in neighborhoods identified as being vulnerable to crime.

During 2006, the Grand Rapids Housing Commission has taken the following actions to address safety issues:

1. Partnered with neighborhood associations and the local police department to report suspicious activities and reduce crime.
2. Utilized Capital Funds to provide "Recreation Reaps Rewards," an on-site anti-crime program for the at-risk youth of Creston Plaza.
3. Used ROSS grant funds to establish a full-time Resident Services/Family Self-Sufficiency office at Creston Plaza, including an intensive resident training and peer mentoring program.

ATTACHMENT Y-1

COMPREHENSIVE NEEDS ASSESSMENT

Adams Park High-Rise Apartments
HUD Project No. MI 73-001
1440 Fuller Avenue, SE
Grand Rapids, Michigan

Grand Rapids Housing Commission
1420 Fuller Avenue, SE
Grand Rapids, Michigan

JamesChildsArchitects
521 West Colfax Avenue, South Bend, IN 46601 Tel 574.288.2052 Fax 574.288.2550

– FINAL –

August, 2005

SUMMARY STATEMENT

SUMMARY STATEMENT

PROCESS

This study was undertaken for the referenced housing development to identify the physical needs of the building(s) and the estimated costs required to maintain the building(s) equipment and systems properly. This report outlines those needs and specifies the approximate cost for installation or replacement.

The Comprehensive Needs Assessment (CNA) was prepared in three stages: 1) field survey and data collection, 2) calculations and data assimilation, and 3) documentation. It is intended to be used as an evaluation of current conditions that exist and as a guide for the Public Housing Agency (PHA).

The first phase of the assessment was an on-site physical survey of the development conducted on May 26, 2005. Twenty percent of dwelling units and all office, common, public and community areas at the development were reviewed and inspected to gather information concerning building condition, construction, equipment, plumbing, electrical fixtures, insulation, etc. Construction drawings and blue prints were obtained to verify existing conditions and provide additional information needed.

The second phase of the study was an analysis of the information gathered during the on-site surveys and reviews of the drawings and data received from the PHA. This analysis uses existing conditions, cost estimating, etc. to detect which items would be most beneficial for the PHA to initiate.

The third phase was report documentation. This report contains recommendations for modernization and preventive maintenance, each of which will have a cost of implementation.

The costs of capital improvements are estimates and intended for budgetary purposes only. The actual cost of modernization will vary depending upon which, and how many, line items are selected and implemented.

DEVELOPMENT OVERVIEW

Adams Park High-Rise Apartments was built in 1968-69 and consists of 188 units in a five-story, 113,500± sq. ft. building. One-hundred eighty-three are one-bedroom apartments and five two-bedroom apartments with two of the apartments being handicapped accessible. The first floor has development offices, maintenance areas, mechanical rooms, and common/public spaces.

The Main Office Building for the Grand Rapids Housing Commission is also located on site north of Adams Park Apartmetns. It consists of a 7,300± sq. ft. building that is an original building with an addition.

The site is a parcel of approximately 6.1 acres, in a light urban area of Grand Rapids, Michigan. Adams Park Apartments are at 1440 Fuller Avenue, SE. The Grand Rapids Housing Commission main office building is also on the site at 1420 Fuller Avenue, SE.

An assessment of the property indicates that, while certain areas require moderate maintenance, upgrade or replacement, generally, the building is in good to fair condition on a good/fair/poor scale. In most apartments, items such as electrical devices, lighting fixtures, appliances and plumbing fixtures are in good to fair condition.

Architectural and Structural Description

The structural system for this five-story building is a concrete and masonry structure with steel, stud-framed construction for most interior walls. Roof and floor systems are constructed of concrete slabs.

Generally, the exterior is in good to fair condition. The roof is a flat membrane roof with ballast Exterior walls are generally brick with insulated panels below windows. The brick is generally in good condition while the panels are in fair to poor condition with some obvious signs of deterioration.

The flat roof has a ballasted EPDM membrane roof system tapered to roof drains. The roof is approximately 17 years old and is in fair condition. Some areas where leaks have been found have been repaired.

The exterior doors are in fair to poor condition. Main entry doors are single pane aluminum store front in fair condition and weatherstripping in poor condition and needs to be replaced. Other exterior doors are also aluminum frame in fair to poor condition. Weatherstripping is in poor condition or completely absent. This condition of or lack of weatherstripping causing major infiltration issues for the building. There are also insulated metal doors to maintenance/mechanical areas that are in fair to poor condition. The structural member above one of these doors is failing and should be replaced. Caulking at exterior doors is generally in fair to good condition.

Architectural and Structural Description (cont.)

Windows at all apartments are insulated glazing with an aluminum frame and in fair condition. Some glazing panels have cracked seals that lead to condensation in the window. These are replaced as needed. Weatherstripping is generally in good condition. Windows at the front office area are fixed insulated glazing with an aluminum frame. They have been replaced in the last five years and are in good condition.

Interior public areas are generally in fair to good condition. Most flooring in public areas is 12" VCT in good condition. Public restrooms have ceramic tile on the floor and lower half of the walls and is in good condition. Walls have been painted in the last five years and is in good condition. Stairwells are painted and the condition varies from stairwell to stairwell. They should be repainted. The cabinetry in the community room is in good condition.

The Apartments entry doors are solid core wood doors with metal frames and in good to fair condition. Closet doors are aluminum accordion doors in fair condition.

There is a fire standpipe with hose cabinets and fire detection system currently installed.

The structural system for the Main Office Building is CMU block, fluted split faced on the exterior and smooth on the interior. Exterior is painted. The paint is in poor condition on the exterior. Maintenance staff indicated that the building was painted last year (2004). This would indicate a moisture issue problem or improper paint type usage.

The roof at the Main Office Building is sloped with asphalt shingled with some area that have blown off. Other areas of the shingles are curling. The roof should be replaced. Exterior doors show signs of corrosion and paint is in fair to poor condition. The main entrance door also does not close.

The parking lots for the Main Office Building are in fair to good condition.

Interior walls at the Main Office Building are painted gypsum board that are in fair to good condition. The ceiling is and acoustical tile grid system in fair to good condition.

Flooring throughout most of the Main Office Building is carpet with some VCT. Flooring is in fair to poor condition and should be replaced.

Interior doors at the Main Office Building are in fair to good condition. Interior cabinets are also in fair to good condition.

Mechanical Description

Dwelling units are heated by a hydronic baseboard heaters. Domestic hot water is supplied from a central boiler system. The boiler is scheduled for replacement.

Mechanical Description (cont.)

There are make-up air heating units on the roof that service the public areas including corridors.

Office spaces in the Adams Park Apartments building are heated and air conditioned by a central air system.

At the Main Office Building the heating and air conditioning equipment appear to be working properly and are in fair to good condition.

Electrical Description

An electrical description of the building is as follows. Electricity is supplied to apartments to a 60-amp breaker panel found in each unit. General lighting in apartments is found in the halls, bathrooms, kitchens and bedrooms. All fixtures throughout the apartments are incandescent fixture types. The corridors have fluorescent fixtures.

The Main Office Building is supplied by a 200-amp, three-phase system that appears to be in good condition. There is a second electrical panel, but it is unknown whether it is a 40, 50, or 60-amp panel. It is labeled as miscellaneous copy machines, IG receps, electric heat, etc.

Maintenance and Needs

Tenants report maintenance problems directly to the staff through a work order program.

Several new preventive maintenance programs should be considered for implementation along with the continuation of existing programs. These include: biannual inspections of roofs, flashing, exterior roof vents; parking lot sealing; thru-wall unit cleaning; exhaust vent cleaning; and biyearly cleaning of smoke detectors.

PROJECT PROFILE
BY LINE ITEM

PROJECT PROFILE BY LINE ITEM

LINE ITEM COSTING

The following table contains an itemized summary of the needs for Adams Park Apartments, the Main Office Building for the Grand Rapids Housing Commission, and the maintenance building on the south end of the site over the next twenty-five years. Each line item has a brief work description, a recommended year of implementation and an associated cost of the work. All line items are categorized into one of the following categories: environmental; exterior; interior; recreation, common, public, and office areas.

Items listed in the attached documents requiring action immediately are designated year 1. In many cases, these items are noted as such since delay may cause severe deterioration of other elements which can be avoided if action is immediate.

Those items that are not an immediate need are designated by a 2-5, 6-10, 11-15, 16-20, or 21-25 year approximated need of implementation. These designations were determined through an interview process with the HC employees and maintenance staff and on-site observations by James Childs Architects. Items that are currently scheduled for replacement by the HC have *not* been included in this report. All line items refer to Adams Park Apartments unless noted otherwise.

The line item table uses costing estimates from previous James Childs Architects projects of a similar scale and nature or construction cost data provided in the RSMeans series books which is published by Reed Construction Data, Inc.

Our findings revealed a cost of $4,500,000 will be required for interior and exterior rehabilitation over the next 25-years. All dollar amounts are estimated and expressed in today's dollars and today's dollar valuation. No attempt has been made to factor in future inflation.

Line Item	Work Description	Year	Estimated Cost
ENVIRONMENTAL			
Asbestos	The HC does not know of any asbestos existing on the site. No testing has been done. Asbestos testing should be administered for the development.	1	$3,500
Lead-Based Paint	The HC does not know of any lead-based paint existing on the site. No testing has been done. Lead-based paint testing should be administered for the development.	1	$3,500
EXTERIOR			
Development Signs	The development sign is made of wood and is in fair condition. It requires some minor maintenance and repairs such as painting and sealing. This applies to both Adams Park Apartments and the Main Office.	1	$1,200
Lawns, Landscape Beds, Plants and Trees	There are several opportunities around the site for landscape improvements and modifications as well as lawn restoration and tree trimming and pruning.	2-5 6-10 11-15 16-20 21-25	$10,000 $5,000 $5,000 $5,000 $5,000
Parking Lots, Paving	Asphalt parking lots need to be milled, resurfaced and restriped. Sections of the fire lane need to be replaced. The asphalt should be resealed and restriped every three years.	2-5 6-10 11-15 16-20 21-25	$108,000 $10,000 $10,000 $10,000 $10,000
Sidewalks	There are some miscellaneous concrete repairs/replacement necessary throughout the site. There is also one area where new walks should be installed.	2-5 11-15	$6,000 $6,000
Sidewalks- Office Bldg.	The south emergency exit has no landing, which is a code violation. This should be installed.	2-5	$1,500
Fences, Gates	There is wood fencing around the emergency generator and patios. It is in fair condition.	6-10	$4,000

Line Item	Work Description	Year	Estimated Cost

EXTERIOR (cont.)

Gazebo	There is a gazebo on the site with picnic table and benches. There is no concrete slab at the gazebo. A concrete slab should be installed.	2-5	$2,000
Insulated Window Panels	The insulated panels below the windows are delaminating and need to be replaced.	2-5	$40,000
Windows	Windows are aluminum sliders.	16-20	$210,000
Exterior Doors	Exterior doors are aluminum frame and metal. Some of the exterior doors are corroded.	6-10	$20,000
Exterior Doors- Office Bldg.	Exterior doors are insulated hollow metal with metal frames.	2-5	$3,600
Exterior Painting	The entry canopy needs painting and the need for cyclical painting should be put in place.	1 2-5 6-10 11-15 16-20 21-25	$750 $750 $750 $750 $750 $750
Exterior Painting- Office Bldg.	The exterior fluted split faced CMU is painted. A cyclical painting program should be implemented.	1 2-5 6-10 11-15 16-20 21-25	$3,700 $3,700 $3,700 $3,700 $3,700 $3,700
Roof	The roof is a ballasted membrane roof that is 17 years old with some past leaking that has been repaired.	6-10	$96,000
Roof- Office Bldg.	The roof has asphalt shingles and needs replacement.	1	$15,000
Roof- Maint. Bldg.	The roof has asphalt shingles that are in good condition.	21-25	$15,000

Line Item	Work Description	Year	Estimated Cost

INTERIOR

Flooring- Public	Corridors and most public areas have carpet that is in fair condition.	6-10	$45,000
	Lobbies, restrooms, laundry room and community room have VCT that is in fair to good condition.	11-15	$8,000
Flooring- Apartment	Living and bedrooms have carpet that is in fair poor condition.	2-5	$138,000
Flooring- Office Bldg.	Flooring throughout bldg., including carpet and VCT, is in fair to poor condition and should be replaced	2-5	$20,000
Ceilings	Ceilings in office and public spaces is acoustical ceiling tile and grid that is in fair condition.	6-10	$56,000
Ceilings- Office Bldg.	Ceilings in office is acoustical ceiling tile and grid that is in fair condition.	6-10	$30,000
Doors- Public	Public and office doors are solid core wood doors with metal frames. Doors and frames are painted and in fair to good condition.	11-15	$14,000
Doors- Apartment	Apartment entry doors are solid core wood doors with metal frame. Interior apartment doors are hollow core wood doors with metal frame. Doors and frames are painted and in fair to good condition.	11-15	$206,000
Painting- Public	Painting is currently done on an as need basis. It is recommended that a five year cyclical painting program be implemented.	2-5	$43,000
		6-10	$43,000
		11-15	$43,000
		16-20	$43,000
		21-25	$43,000
Painting- Apartments	Painting in apartments is done on an as need basis during turnover. A 20% per year apartment painting has been used for this estimate.	1	$40,000
		2-5	$160,000
		6-10	$200,000
		11-15	$200,000
		16-20	$200,000
		21-25	$200,000

Line Item	Work Description	Year	Estimated Cost

INTERIOR (cont.)

Painting- Office Bldg.	Painting in the office is done on an as need basis. A five year cyclical painting program should be implemented.	1 2-5 6-10 11-15 16-20 21-25	$10,000 $10,000 $10,000 $10,000 $10,000 $10,000
Kitchen Appliances	Appliances are replaced as needed, including range, range hood and refrigerator. A 15% per year replacement has been used for replacement estimates.	1 2-5 6-10 11-15 16-20 21-25	$30,000 $120,000 $150,000 $150,000 $150,000 $150,000
Kitchen Cabinets and Countertops	Kitchen cabinets are *not* HUD severe use. They are in fair to good condition.	11-15	$650,000
Plumbing Fixtures	Toilets are the original 3 g.p.f. floor mounted with rear discharge. They are in fair condition.	6-10	$130,000
	Tub surrounds are ceramic tile of various colors and in fair to good condition.	6-10	$85,000
	Lavatories are wall hung units and in fair to good condition.	16-20	$75,000
Electrical Fixtures-Public	Light fixtures throughout the building are fluorescent and in fair to good condition.	11-15	$37,000
Electrical Fixtures-Apartments	Light fixtures in apartments are fluorescent and incandescent and in fair to good condition.	11-15	$85,000
Fire Safety & Detection	The building is monitored by a central Simplex system. Apartment bedrooms have a battery operated smoke detector. A hardwired unit with battery back-up should be installed to replace these.	6-10	$50,000

Line Item	Work Description	Year	Estimated Cost

RECREATION, COMMON, PUBLIC, AND OFFICE AREAS

Common Area Warming Kitchen	The common area warming kitchen is in fair condition and used regularly by the residents. Renovation will be comprehensive including: flooring, cabinets, countertops, etc.	11-15	$4,500
Public Restrooms	Public restrooms meet most 504 accessibility requirements and are in fair condition. General modernization, including flooring, fixtures, etc. will be necessary.	6-10	$30,000
Office Space	Adams Park Apartments office space has a reception area, private offices and bullpen area all of which are in fair to good condition. Modernization of office furniture and finishes will be necessary in the future.	11-15	$50,000

ADDITIONAL NEEDS

504 Compliance	There are currently two apartments that are accessible and two that have been partially converted. HUD recommends 5% of all units be accessible. With two accessible, seven more apartments should be converted.	2-5	$105,000
Equipment Needs	Some equipment needs include: carpet cleaner, fax machine, computers, etc.	2-5 6-10 11-15 16-20	$4,000 $4,000 $4,000 $4,000

TOTAL ESTIMATED COST	1-25	$4,500,000
ESTIMATED PER APARTMENT COST		$24,000

ATTACHMENT Y-2

COMPREHENSIVE NEEDS ASSESSMENT

Creston Plaza Apartments
HUD Project No. MI 73-002
1014 Clancy St. NE
Grand Rapids, Michigan

Grand Rapids Housing Commission
1420 Fuller Avenue, SE
Grand Rapids, Michigan

JamesChildsArchitects
521 West Colfax Avenue, South Bend, IN 46601 Tel 574.288.2052 Fax 574.288.2550

– FINAL –

October 2005

SUMMARY STATEMENT

SUMMARY STATEMENT

PROCESS

This study was undertaken for the referenced housing development to identify the physical needs of the building(s) and the estimated costs required to maintain the building(s) equipment and systems properly. This report outlines those needs and specifies the approximate cost for installation or replacement.

The Comprehensive Needs Assessment (CNA) was prepared in three stages: 1) field survey and data collection, 2) calculations and data assimilation, and 3) documentation. It is intended to be used as an evaluation of current conditions that exist and as a guide for the Public Housing Agency (PHA).

The first phase of the assessment was an on-site physical survey of the development started on August 31, 2005. One-hundred percent of dwelling units and all office, common, public and community areas at the development were reviewed and inspected to gather information concerning building condition, construction, equipment, plumbing, electrical fixtures, insulation, etc. Construction drawings and blue prints were obtained to verify existing conditions and provide additional information needed.

The second phase of the study was an analysis of the information gathered during the on-site surveys and reviews of the drawings and data received from the PHA. This analysis uses existing conditions, cost estimating, etc. to detect which items would be most beneficial for the PHA to initiate.

The third phase was report documentation. This report contains recommendations for modernization and preventive maintenance, each of which will have a cost of implementation.

The costs of capital improvements are estimates and intended for budgetary purposes only. The actual cost of modernization will vary depending upon which, and how many, line items are selected and implemented.

DEVELOPMENT OVERVIEW

Creston Plaza Apartments was built in 1968 and consists of 100 units in thirty buildings. There are sixteen one-bedroom units, thirty two-bedroom units, thirty three-bedroom units, twelve four-bedroom units, and twelve five-bedroom units. There are currently no accessible units at the development. There is an office building containing two offices, community room, public restrooms, and maintenance area. There is also an activity center which contains a gym, classroom, and offices. Finally, there is a community center which is an apartment that has been converted to house offices, and computer lab.

The site is a parcel of approximately 12.6 acres, in a residential area of Grand Rapids, Michigan. Creston Plaza Apartments are located at 1014 Clancy St., NE.

An assessment of the property indicates that, while the general condition of the buildings is fair to poor on a good/fair/poor scale, there are severe structural issues that need to be addressed immediately. In most apartments, items such as electrical devices, lighting fixtures, appliances and plumbing fixtures are in fair condition.

Due to structural deterioration, two four-plex buildings, Units 1101-1107 and Units 1111-1117, have been vacated. Additionally, we recommend vacating two duplexes, Units 1040/1042 and Units 1050/1052, due to severe structural deterioration. These units are not safe. We recommend demolition and reconstruction of these four buildings due to the severity of the structural damage.

The building containing Unit 136 also exhibited a “severe” condition. This could be due to plumbing issues as decking was found to be in poor condition at the mechanical room. Also, sanitary drains were not in proper alignment nor pitch.

The buildings containing Units 130-136, 211/213, 230-236, 240-246, 1000/1002, 1010/1012, 1030/1032, 1065-1071, 1070/1072, 1110/1112, 1120/1122, and 1130/1132 all have deterioration of structural members at the laundry rooms, mechanical rooms and/or bathrooms. These problems appear to be caused by plumbing issues and include deterioration of decking and floor trusses. These problems should be addressed immediately so that they will not become a life safety issue

Architectural and Structural Description

The structural system for these two-story buildings is wood stud framed with masonry veneer. Interior walls are also wood stud framed with gypsum board. Siding includes aluminum and vinyl. The roof is constructed of prefabricated trusses with plywood sheathing and asphalt shingles. The floor system is constructed of open web floor joists with plywood sheathing.

There are severe structural problems throughout the development as indicated above. These include cracked foundations, deteriorated floor joists, deteriorated floor sheathing, insufficient wall support, insufficiently supported stairs, collapsing door openings and frames, etc. Many of these problems can be found in occupied units and need attention immediately.

Architectural and Structural Description (cont.)

The structural problems appear to be caused by plumbing problems at mechanical spaces (water heaters and boilers) and laundry rooms and include severe deterioration of decking, walls and floor trusses. In some instances this deterioration appears to be accelerated by water infiltration through foundation cracks and moisture trapped in the crawl spaces due to lack of ventilation. These cracks in the foundation walls appear to be caused by the concrete porches and patios exerting pressure on the inverted brick ledge of the foundation wall.

At the two buildings which were vacated, there is also a ground water problem. The Grand Rapids City Water Department believes that there is a spring near the two buildings. This will require additional waterproofing measures at the foundation of these buildings should they be reconstructed.

Generally, the exterior is in fair condition. The brick is generally in fair to good condition. 50% of the buildings have had the siding replaced with vinyl siding while the other 50% has aluminum. The vinyl siding is in fair to good condition and the aluminum siding is in fair to poor condition. Soffits throughout are in fair to poor condition.

The exterior doors are in fair to poor condition. Many door frames have been damaged by structural problems discussed above.

Windows are in fair condition and include a primary and secondary window.

The apartments entry doors at the one-bedroom units are solid core wood doors in fair to poor condition and should be replaced. Interior doors at all apartments are hollow core wood doors in fair to poor condition. Closet doors are aluminum accordion doors in fair to poor condition.

Interior walls and ceilings are in fair to poor condition with much patching and painting needed.

Flooring throughout are VCT tile in fair to poor condition. Replacement is recommended but should be done in conjunction with structural corrections.

The structural system for the Main Office Building is masonry construction in fair to good condition

Interior walls at the Main Office Building are painted gypsum board that are in fair to good condition. The ceiling is and acoustical tile grid system in fair to good condition.

Interior doors at the Main Office Building are in fair to good condition. Interior cabinets are also in fair to good condition.

Flooring throughout most of the Main Office Building is carpet with some VCT. Flooring is in fair to poor condition and should be replaced.

The roof at the Main Office Building is sloped with asphalt shingled in fair condition.

Mechanical Description

Front entry doors to the office building are aluminum storefront and in fair condition. Other exterior doors are insulated metal doors in fair to poor condition and should be replaced.

The parking lots are generally in fair condition. There are areas that need replacement including some of the drives.

Dwelling units are heated by a hydronic baseboard heaters. Domestic hot water is supplied from 40 gallon gas fired water heaters. There is evidence of severe leaking by both at mechanical areas.

The office building and activity center are heated by a forced air system. The activity center is also air conditioned .

Electrical Description

An electrical description of the building is as follows. Electricity is supplied to apartments to a 60-amp breaker panel found in each unit. We recommend this be upgraded to 100 amp service. General lighting in apartments is found in the halls, bathrooms, kitchens and bedrooms. All fixtures throughout the apartments are incandescent fixture types.

The Main Office Building is supplied by 100 amp service.

Maintenance and Needs

Tenants report maintenance problems directly to the staff through a work order program.

Several new preventive maintenance programs should be considered for implementation along with the continuation of existing programs. These include: biannual inspections of roofs, flashing, exterior roof vents; parking lot sealing; exhaust vent cleaning; structural inspection in crawl spaces; and biyearly cleaning of smoke detectors.

PROJECT PROFILE
BY LINE ITEM

LINE ITEM COSTING

The following table contains an itemized summary of the needs for Creston Park Apartments over the next twenty-five years. Each line item has a brief work description, a recommended year of implementation and an associated cost of the work. All line items are categorized into one of the following categories: environmental; exterior; interior; recreation, common, public, and office areas.

Items listed in the attached documents requiring action immediately are designated year 1. In many cases, these items are of a very severe nature and need immediate attention.

Those items that are not an immediate need are designated by a 2-5, 6-10, 11-15, 16-20, or 21-25 year approximated need of implementation. These designations were determined through an interview process with the PHA employees and maintenance staff and on-site observations by James Childs Architects.

The line item table uses costing estimates primarily from previous James Childs Architects projects of a similar scale and nature or construction cost data provided in the 2005 edition of RSMeans series books, published by Reed Construction Data, Inc.

Our findings revealed a cost of $9,434,300 will be required for interior and exterior rehabilitation over the next 25-years. All dollar amounts are estimated and expressed in today's dollars and today's dollar valuation and includes all labor, overhead and profit. No attempt has been made to factor in future inflation.

Line Item	Work Description	Year	Estimated Cost
ENVIRONMENTAL			
Asbestos	The HC does not know of any asbestos existing on the site. No testing has been done. Observations found 9" tile at various locations and possible asbestos containing materials on pipe insulation. Asbestos testing should be administered for the development.	1	$4,000
	Should asbestos materials be found, it is recommended that these materials be abated.	2-5	$450,000
EXTERIOR			
Development Signs	The development sign is made of wood and is in fair condition. It requires some minor maintenance and repairs such as painting and sealing.	1 10 20	$600 $600 $600
Lawns, Landscape Beds, Plants and Trees	There are several opportunities around the site for landscape improvements and modifications as well as lawn restoration and tree trimming and pruning. The old community garden area needs to be removed. This includes removal of landscape timbers and restoring the lawn.	2-5 6-10 11-15 16-20 21-25	$100,000 $20,000 $20,000 $20,000 $20,000
Storm Drains	The city has recently cleaned and repaired the storm drains on site. Yearly cleaning of the storm drains is recommended.	2-5 6-10 11-15 16-20 21-25	$3,000 $3,000 $3,000 $3,000 $3,000
Parking Lots, Paving	Asphalt roads and parking lots are in fair condition overall. There are areas that need replacement. Sealing and restriping are recommended every 2-3 years.	2-5 6-10 11-15 16-20 21-25	$100,000 $15,000 $30,000 $150,000 $15,000
Sidewalks, Steps, Railings	There are some miscellaneous concrete repairs/replacement necessary throughout the site at sidewalks and steps. Railings are in fair condition.	1 6-10 21-25	$100,000 $25,000 $100,000

Line Item	Work Description	Year	Estimated Cost
EXTERIOR (cont.)			
Exterior Lighting	There is lighting at parking lots and in the field. They are in fair condition but showing signs of aging.	6-10	$35,000
	Porch and patio lights are in fair condition.	6-10	$30,000
Fences, Trash Enclosures	There are wood fences separating patios and chainlink fencing defining spaces throughout the site and are in fair condition. Minor repairs should be done including cleaning and sealing of wood fences. Trash enclosures are concrete and in fair condition. Cleaning and sealing is recommended.	1 6-10 16-20	$15,000 $30,000 $17,500
Porches, Patios	Concrete porches and patios are in fair to poor condition. Approximately 20% should be replaced. Sealant should be placed along the porch/patio and the building to prevent water infiltration in foundation cracks.	1	$204,000
Exterior Walls, Foundations	The foundations at many buildings have cracked at the brick ledge. This appears to be caused by the concrete porches and patios. Some structural repairs will be necessary in conjunction with other structural corrections. There are two buildings that need waterproofing done around the entire foundation due to ground water. This includes new foundation draintile, waterproofing membrane, etc.	1	$150,000
	Periodic masonry repair is recommended.	2-5 6-10 11-15 21-25	$25,000 $25,000 $25,000 $25,000
	The structural issues are also affecting the siding and trim, especially above front doors. Aluminum siding is in fair to poor condition. Approximately 50% of buildings have had siding replaced. Replacement of the other building is recommended.	2-5	$450,000
	Exterior walls at office and activity center are masonry. They are in fair to good condition.	6-10	$1,500
	Insulation should be installed/repaired around interior perimeter of crawl space and faced batt insulation should be installed in floor joists.	1	$50,000

Line Item	Work Description	Year	Estimated Cost
EXTERIOR (cont.)			
Roofs, Flashing, Vents, Soffits, Fascia	Roofs and flashing are in fair condition.	6-10	$300,000
	Soffits and fascia are in fair to poor condition and should be replaced in conjunction with siding at 50% of the buildings.	6-10	$100,000
	Roofs and flashing at the office is in fair condition.	11-15	$15,000
	Soffits and fascia at the office building is in fair to poor condition and should be replaced.	2-5	$4,500
	Roofs at the activity center is in good condition.	16-20	$16,500
	Ventilation in crawl spaces is inadequate. Installation of additional/mechanical ventilation is recommended.	1	$75,000
Gutters, Downspouts	There are currently no gutters or downspouts on the buildings. It is recommended that gutters and downspouts be installed to control where rainwater gets diverted to avoid runoff into crawlspaces.	2-5	$75,000
	There are currently no gutters or downspouts on the office building. It is recommended that gutters and downspouts be installed.	2-5	$3,000
Exterior Doors	Exterior doors are insulated hollow metal with wood frames and sidelites at the front doors. They are in poor condition. Many need replacement due to structural failure.	1	$200,000
	The office building has front entrance doors that are aluminum storefront in fair condition. Other exterior doors are insulated hollow metal doors. They are in fair to poor condition.	1 6-10	$4,000 $6,000
Windows	Windows are aluminum with a primary and secondary sashes. There is no insulated glazing. They are generally in fair condition.	6-10	$300,000
	Windows at the office are aluminum and are in fair condition.	6-10	$10,000

Line Item	Work Description	Year	Estimated Cost
EXTERIOR (cont.)			
Exterior Painting	Exterior painting is minimal but includes, doors, trims, railings, fencing, etc.	1	$5,000
		2-5	$5,000
		6-10	$5,000
		11-15	$5,000
		16-20	$5,000
		21-25	$5,000
INTERIOR			
Security System	The existing security cameras are in fair condition. The system is 10 years old and should be updated with a DVR and additional cameras.	2-5	$25,000
	The office, activity center, and community center have alarms systems. They are in fair condition.	6-10	$25,000
Sealant, Weatherstripping	Sealant around doors and windows, both interior and exterior, is in poor condition. Weatherstripping is in fair to poor condition at doors and windows.	1	$15,000
		2-5	$15,000
		11-15	$15,000
Interior Walls	Interior walls are gypsum board and in fair to poor condition. Some walls will need to be replaced during structural repairs. Other minor repairs are necessary throughout the site and will be in the future.	1	$100,000
		2-5	$7,500
		6-10	$7,500
		11-15	$7,500
		16-20	$7,500
		21-25	$7,500
Interior Doors	Interior doors are hollow core wood doors with metal frames. Accordion doors should also be replaced. They are in fair to poor condition.	2-5	$250,000
	Interior doors at the office buildings are solid core wood doors with metal frames. They are in fair condition.	6-10	$3,500
Interior Painting	Painting is in fair condition. It is done on an as need basis. We recommend that a cyclical painting program be implemented.	2-5	$100,000
		6-10	$100,000
		11-15	$100,000
		16-20	$100,000
		21-25	$100,000

Line Item	Work Description	Year	Estimated Cost

INTERIOR (cont.)

Interior Painting	Painting at the office is in fair condition. It is done on an as need basis. We recommend that a cyclical painting program be implemented.	2-5 6-10 11-15 16-20 21-25	$3,000 $3,000 $3,000 $3,000 $3,000
Flooring	Structural problems exist at approximately two-thirds of apartments. These will require replacement of floor joists, sheathing and tile. Floor sheathing should be replaced at all mechanical and laundry rooms. VCT throughout the rest of the apartments is in fair to poor condition. Additionally, it is recommended that sheet goods be installed in bathrooms and laundry rooms to help minimize saturation of water to underlayment and decking to prevent deterioration of structural members.	1 2-5 11-15 16-20 21-25	$430,000 $60,000 $1,000 $5,000 $1,000
	Flooring in the office building is VCT and carpet that is in fair condition.	2-5 21-25	$8,000 $8,000
Stairs	We estimate that 30 stairs will need replacement as part of the structural corrections.	1	$45,000
Ceilings	Ceilings are gypsum board, textured, in fair to poor condition. Second floor bathrooms leak onto ceilings at the first floor. Replacement of gypsum board is necessary.	1	$40,000
Kitchen Appliances	Kitchen appliances are in fair to poor condition. 50% of range hoods are the old style and should be replaced.	1	$75,000
	Other kitchen appliances, including refrigerators and stoves, are replaced as needed and are in fair to poor condition.	1 6-10 16-20	$40,000 $40,000 $40,000
Kitchen Cabinets and Countertops	50% of kitchen cabinets have been replaced and are in fair to good condition. Countertops were not replaced and are in fair to poor condition. All other cabinets and countertops should be replaced.	1 21-25	$225,000 $400,000
Plumbing	Most toilets are the original 3 g.p.f. floor mounted. They are in fair to poor condition. Some have been replaced with 1.6 g.p.f. toilets.	2-5	$40,000

Line Item	Work Description	Year	Estimated Cost
INTERIOR (cont.)			
Plumbing	Tub/showers are one piece, fiberglass units in fair condition. They should be replaced with cast iron tubs and tub walls	2-5	$200,000
	Lavatories are in fair condition and mounted on vanity cabinets. Some vanity cabinets have been replaced and are in good condition. Others are in fair to poor condition.	2-5	$60,000
	Drainage pipes are deteriorating in many of the buildings. Much of the floor joist webbing has been cut where the drain pipes are installed. We estimate that 50% of buildings require replacement of the drain piping.	1	$120,000
Hot Water, Boiler System	Hot water is supplied by 40 gallon gas water heaters. They are in fair to poor condition and replaced as needed. Many will need to be replaced during structural corrections.	1 6-10 16-20	$50,000 $24,000 $50,000
	Hydronic heating is supplied by boilers. One boiler serves two units. They are in fair to poor condition and leaking is evident at most units. Some boilers have been replaced and are in good condition.	2-5	$175,000
	The exhaust flues at the roof are in poor condition and need replacement.	1	$35,000
Air Conditioning	We recommend that AC units be installed at all apartments.	2-5	$250,000
	We recommend condensing units be installed at the office building.	2-5	$3,500
	The activity center has air conditioning. Condensing units are in fair condition.	6-10	$4,000
Furnaces	Furnaces are found in the office building and activity center. They are in fair to good condition.	6-10	$8,000
Electrical Fixtures	Light fixtures throughout the apartments are incandescent fixtures in fair condition.	6-10	$120,000
	Light fixtures at the office building and activity center are generally fluorescent and in fair to good condition.	11-15	$15,000
	Service to the apartments is currently 60 amp. This should be upgraded to 100 amp service.	2-5	$150,000

Line Item	Work Description	Year	Estimated Cost

RECREATION, COMMON, PUBLIC, AND OFFICE AREAS

Fire Safety & Detection	The apartments have two hardwired smoke detectors and battery operated smoke detectors in bedrooms. It is recommended that all smoke detectors be hardwired/interconnected with battery back-up.	1	$60,000
	The office building and activity center have fire alarm system that is in fair condition.	6-10	$3,000
Common Area Warming Kitchen	There is a common area warming kitchen in the office building community room and it is in fair condition. The future work would include replacement of cabinets, counter top, and appliances.	11-15	$5,000
Public Restrooms	Public restrooms meet 504 accessibility requirements and are in fair condition. Future work would include replacement of fixtures and finishes.	6-10	$20,000

ADDITIONAL NEEDS

Equipment Needs	Some equipment needs over the next twenty-five years include: office computers, copy machine, snow blower, vehicle	1 2-5 6-10 11-15 16-20	$5,000 $5,000 $20,000 $5,000 $20,000
Demolition	There are four buildings, two four-plexes and two duplexes, that we recommend be demolished due to the severity of the structural problems. Work includes demolition and removal of all hazardous materials as well.	1	$960,000
New Construction	Reconstruction of these buildings is also recommended.	1	$1,200,000
TOTAL ESTIMATED COST		1-25	$9,434,300
ESTIMATED PER APARTMENT COST			$95,000

ATTACHMENT Y-3

CAPITAL NEEDS ASSESSMENT (CNA)

Campau Commons
835 Commons Southwest
Grand Rapids, Michigan 49507
HUD Project Nos. MI 73-1 & 73-3

Grand Rapids Housing Commission
1420 Fuller Avenue Southeast
Grand Rapids, Michigan

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– FINAL –

January 12, 2004

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- Summary of Project Profile by Line Item
- Capital Needs Assessment Tabulation Form
- Photos, Site Plan & Elevations
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SUMMARY

SUMMARY STATEMENT
CAPITAL NEEDS ASSESSMENT

Campau Commons
Grand Rapids, Michigan
HUD Project Nos. MI 73-1 & 73-3

Grand Rapids Housing Commission
Grand Rapids, Michigan

Campau Gardens is comprised of a total of 112 apartments consisting of the following:

16 one-story	one-bedroom, no basement apartments	(Type A)	550 s.f.
10 two-story	two-bedroom apartments (configuration 1)	(Type B)	800 s.f.
8 two-story	three-bedroom apartments	(Type C)	1,030 s.f.
4 two-story	four-bedroom apartments	(Type D)	1,130 s.f.
2 two-story	five-bedroom apartments	(Type E)	1,360 s.f.
2 one-story	one-bedroom apartments	(Type F)	530 s.f.
26 two-story	two-bedroom apartments (configuration 2)	(Type G)	720 s.f.
26 two-story	three-bedroom apartments	(Type H)	960 s.f.
10 two-story	four-bedroom apartments	(Type I)	1,235 s.f.
7 two-story	four-bedroom apartments	(Type J)	1,390 s.f.

There is also an Office/Head Start Building, an Activity Center/Gym and the Campau Center (a converted Type J apartment). The apartment buildings containing Types A, B, C, D and E apartments were built in 1970 and comprise HUD development MI 73-1. The apartment buildings containing Types F, G, H, I and J apartments, the Office/Head Start Building and the Campeau Center were built in 1973 and comprise HUD development MI 73-3. The Activity Center/Gym was added to the site in 1992.

The site is a 12.5-acre parcel situated in a heavy urban area of Grand Rapids, Michigan. The property is on the corner of Franklin Street and Division Avenue.

The apartment types are connected in various building configurations. There are 27 apartment buildings across the site. There are three one-story buildings which house the Type A apartments. These are slab-on-grade construction with walls consisting of brick veneer and 2 x 4 wood studs. The other two-story buildings have brick veneer on the ground floor and either aluminum or vinyl siding on the second story. The underlying structure is 2 x 4 wood stud. The Type J apartments stand alone, each their own building.

The Office/Head Start Building is slab-on-grade construction and has a brick veneer exterior and an underlying structure of 2 x 4 wood studs. The building also has areas of aluminum siding and aluminum clad columns at the entry.

The Activity Center/Gym is slab-on-grade construction and has concrete masonry unit (CMU) and 2 x 6 wood stud walls which act as the building's primary structure. There is a large overhang area over the main entry which is supported by masonry and 6 x 6 wood post columns.

The Campau Center has a full basement, and the exterior walls have brick veneer on the ground floor with aluminum siding on the second floor. The Campau Center is a "J" type apartment which was converted around 1991.

The exteriors of the apartment buildings are generally in good to fair condition. The brick across the site is in good condition having been tuckpointed and repaired in 1991. The challenge with the exteriors of the buildings will be to update them and increase the tenant desirability of the site. A concerted effort should be made to change the building's facade and street presence and move away from the traditional public housing look.

The interiors of the apartments range from fair to poor. The kitchens and baths in many apartments are in need of repair and updating. The wood flooring needs immediate attention to expand the life of the floors. Additionally, the vinyl composition tile (VCT) flooring is moving and cracking at almost every apartment visited. The walls and ceilings in the apartments show different degrees of wear. Some apartments show severe distress to the gypsum board while others require little attention; although, the walls and ceilings are in need of fresh paint across the board. Great effort should be made to update these interiors and improve their condition and appearance.

The site, as a whole, is in fair condition, though it has some design flaws which greatly decrease the market value and desirability of the site. There are a great number of families closely positioned to one another. Efforts such as privacy screens have been put in place to help give tenants "personal space", but this does not solve the overall problem. Another challenge on the site is landscaping. There are ample opportunities to improve the look and feel of the site with vegetation. The site lighting also needs improvement. This would help curb appeal and improve safety for the tenants.

The Housing Commission has several current maintenance programs in place such as furnace filter replacement and unit maintenance at time of turnover. Tenants report maintenance problems directly to the Housing Commission staff through a work order program. Several new preventative maintenance programs should be considered for implementation along with the continuation of existing programs. These include: bi-annual inspections of all roofs, flashings, gutters, downspouts, exterior masonry and roof vents by maintenance personnel; unit repainting every five years; parking lot resealing every two years; and the routing of sewer lines every five years.

Items listed in the attached documents requiring action within the first year are noted as immediate needs. In many cases, these items are noted as such since delay may cause severe deterioration of other elements which can be avoided if action is immediate. For example, replacement of loose or damaged siding and brick will eliminate possible damage to the structure from water penetration.

Our findings revealed a cost of $1,249,100 to correct immediate needs and $7,328,985 will be required for interior and exterior rehabilitation over the next 25-year period. All dollar amounts are estimated and expressed in today's dollars and today's valuation. No attempt has been made to factor in future inflation.

Following our assessment of the Campau Commons property, it is our opinion that the project has major system deficiencies (plumbing system and heating and cooling mechanical systems), site deficiencies (indefensible spaces, poor circulation, poor site lighting and poor site drainage) and major design deficiencies (architectural obsolescence, apartment size and inadequate handicapped accessibility) that limit the suitability of the project for residential use. The design at the complex lacks significant aesthetic appeal and is immediately identifiable as public housing.

There are major deficiencies in the project's plumbing, heating and cooling mechanical systems (refer to Items 36 and 37). The mechanical systems are due for replacement due to aging furnaces and increased maintenance. The apartments do not have cooling systems and, therefore, cannot compete with newer apartments. The plumbing fixtures are also due for replacement due to heavy use and aging. Additionally, the plumbing fixtures should be replaced with water-saver types for energy conservation. Other deficiencies in Housing Quality Standards include deteriorated flooring and gypsum board walls and ceilings, including painted finishes.

The complex is located in a largely commercial area abutting a public park and public school and surrounded on two sides by heavily traveled (5 lane) streets. The design elements within the site provide large common area spaces with little private space for families to call their own. The site also has inadequate lighting at night. This contributes to an unsafe, uninviting atmosphere around the site. Additionally, poor pedestrian circulation has caused distress to the lawns and landscaping.

The parking areas across the site have improper drainage. This drainage causes flooding to occur at the parking areas. In order to correct this, large retention areas along with underground piping from the parking areas will be needed. This will only partially solve the problem due to limited site area in which to install retention areas.

Major design deficiencies of the apartments include apartment size. The sizes of the apartments are approximately 25% smaller when compared to apartments currently being built and, therefore, cannot compete with newer apartment complexes. Additionally, only one of the apartments was designed for persons with physical disabilities. Modification to accessible apartments is limited, since few apartments have first floor bedrooms which would enable them to be modified.

Overall, there appears to be few environmental concerns across the site. There are no known problems with PCB's, mold or asbestos. There was lead-based paint used on the project as evidenced by testing in October 1992, but these areas have since been abated. During a 1996 Risk Assessment, lead above permissible levels were found in an initial water draw from an individual apartment, at a window well and from one soil sample at the playground.

Based on all of these factors and the significant costs entailed in rectifying these factors, this development is considered physically distressed. Rebuilding is required to adequately address the design and physical ills of this development. Further, rebuilding and redesigning Campau Commons would help stimulate further investment in this community.

SUMMARY OF PROJECT PROFILE BY LINE ITEM

SUMMARY OF PROJECT PROFILE BY LINE ITEM

CAMPAU COMMONS
Grand Rapids Housing Commission
Grand Rapids, Michigan
HUD Project Nos. MI 73-1 & 73-3

ENVIRONMENTAL

1 Asbestos

Campau Commons was constructed in two phases. The first phase was completed around 1971 and the second phase completed around 1973. Due to the construction dates of the development, materials containing asbestos may have been used in the buildings. The Housing Commission representative stated that asbestos abatement had been completed development-wide in the early 1990's. Visual observations during the CNA on-site inspections did not uncover suspected asbestos-containing materials on the site. Additionally, Housing Commission personnel stated that they were unaware of asbestos materials left in the development. No immediate action is needed for asbestos testing or abatement.

2 CFC's

The Housing Commission states that no known CFC's are released from any existing refrigeration equipment. The service of all refrigeration equipment is provided by Hurst Mechanical. No action is needed for CFC's.

3 Lead-Based Paint

The construction dates of 1971 and 1973 would indicate that lead-based paints may have been used in the original construction. Lead-based paint testing completed in 1992 indicates lead-based paint. Abatement was completed prior to 1996, however. A lead-based paint risk assessment done in 1996 found evidence of lead at one window well, soil at the playground, and an initial water draw at one location above the permissible levels. Further investigation of land and water is recommended.

Immediate (Year 1):

Further lead testing	$	2,500

4 PCB's

It is unknown whether PCB's are present; on-site transformers are the property and responsibility of Consumer's Power. No other PCB's are known to exist on the site.

EXTERIOR

5 Underground Storage Tanks

No underground storage tanks are known to exist on the site.

6 Total Environmental

No additional apparent environmental risks are noted other than those discussed above.

7 Walls, Foundations

The exteriors of the apartment buildings consist of a number of different building materials. The two-story buildings have modular face brick (4" x 2⅔" x 8" nominally) along with punched window openings and windows with an infill panel below the window at the first floor level. The second story is wood stud structure with either aluminum siding or vinyl siding. The windows are regularly placed throughout the second stories.

The brick areas of the apartment buildings underwent cleaning, sealing, tuckpointing and brick replacement in 1991. The brick appears to be in good condition. Regular maintenance, including future sealing and tuckpointing, should be scheduled, and a future allowance for brick replacement should be set up.

The buildings with vinyl siding on them had their aluminum siding removed and replaced in 2002 and 2003. This was done at three buildings along Division Avenue in 2002 and five buildings along Franklin Street and Division Avenue in 2003. The buildings which have not had the vinyl siding installed still have the original aluminum siding from 1971 and 1973. This includes the Office and Campau Center. This original siding is in poor shape and contributes to poor aesthetics for the site. The siding should be replaced to protect the underlying structure and improve the desirability of the buildings. It is recommended that this be done as soon as possible and that accessories such as porches and shutters be included to further increase desirability and market value of the apartment buildings.

The internal structure of the apartment buildings is wood stud and wood truss construction. The two-story buildings have full concrete basements and the one-story buildings are slab-on-grade construction. Three to six inches of foundations on both one- and two-story buildings are able to be seen from the exterior. The Housing Commission has stated that sinking and excessive settling have not been noted, and none was observed during on-site inspections. The basements of the two-story apartment buildings are generally in good condition. A couple of apartment basements did exhibit some cracking in the floors and walls with water infiltration in a couple of units. An allowance should be put in place for future repairs with current cracks and water problems being addressed immediately.

EXTERIOR

7 Walls, Foundations (Cont.)

The exterior of the Office/Head Start Building consists of modular face brick (4" x 2⅔" x 8" nominally) along with aluminum siding. The underlying structure is 2 x 4 wood studs and the building is slab-on-grade construction.

The Campau Center's exterior consists of modular face brick on the ground floor and aluminum siding on the second floor. The underlying structure is 2 x 4 wood studs, and the building has a full basement.

The brick portions of the Office/Head Start Building and the Campau Center underwent cleaning, sealing and tuckpointing in 1991. Regular maintenance including future sealing and tuckpointing should be set up.

The Activity Center/Gym's exterior consists of concrete masonry units (CMU) and areas of an exterior insulated panel system similar to plaster or EIFS. The underlying structure is a mixture of CMU and 2 x 6 wood studs, and the building is slab-on-grade construction. The building exterior is in good condition as it was built in 1992-1993.

Years 2 thru 5:

Replace aluminum siding at 20 apartment buildings with vinyl siding (includes accessories, shutters, window and door lineals, etc., necessary for new aesthetics), 23,500 s.f. @ $4.50/s.f.	$	105,800
Miscellaneous repairs at apartment building foundations and basements $500.00/year x 4 years	$	2,000
Clean and reseal brick veneer at all apartment buildings, 36,200 s.f. @ $0.90/s.f.	$	32,600
Replace aluminum siding at the Office/Head Start Building (including accessories, shutters, window and door lineals, etc., necessary for new aesthetics), 800 s.f. @ $4.50/s.f.	$	3,600
Clean and reseal brick and CMU at Office/Head Start Building and Activity Center, 1,600 s.f. @ $0.90/s.f.	$	1,500

Years 6 thru 10:

Miscellaneous repairs at apartment building foundations and basements $500.00/year x 5 years	$	2,500

EXTERIOR

7 Walls, Foundations (Cont.)

Years 11 thru 15:

Miscellaneous repairs at apartment building foundations and basements $500.00/year x 5 years	$	2,500
Clean and reseal brick veneer at all apartment buildings, 36,200 s.f. @ $0.90/s.f.	$	32,600
Tuckpoint 5% of brick at all apartment buildings, 36,200 s.f. x 5% = 1,800 s.f. @ $25.00/s.f.	$	45,000
Clean and reseal brick and CMU at Office/Head Start Building and Activity Center, 1,600 s.f. @ $0.90/s.f.	$	1,500
Tuckpoint 5% of brick/CMU at Office/Head Start Building, Campau Center and Activity Center, 80 s.f. @ $25.00/s.f.	$	2,000

Years 16 thru 20:

Miscellaneous repairs at apartment building foundations and basements $500.00/year x 5 years	$	2,500

Years 21 thru 25:

Miscellaneous repairs at apartment building foundations and basements $500.00/year x 5 years	$	2,500
Clean and reseal brick veneer at all apartment buildings, 36,200 s.f. @ $0.90/s.f.	$	32,600
Clean and reseal brick and CMU at Office/Head Start Building and Activity Center, 1,600 s.f. @ $0.90/s.f.	$	1,500

8 Roofs, Flashing, Vents

The buildings have roof areas of varying sizes and pitches. All roofs are fiberglass shingles and are believed to have been replaced in 1991. The warranty on the roofs is unknown. Asphalt shingle roofs generally have warranties ranging from 10 to 30 years. For the purposes of this CNA, the roofs in place will be given a 15-year life span and will therefore be in need of replacement in three years. This corresponds with the current condition of the roofs.

EXTERIOR

8 Roofs, Flashing, Vents (Cont.)

The buildings have furnace flues, plumbing vents and attic "pod" vents on the roof. These all appeared to be in fair condition. In order to eliminate future problems, the attic pod vents should be replaced when the roofs are reroofed. Replacement of damaged or missing furnace flue caps should occur as necessary. These caps are necessary to prevent water and thus corrosion from entering the flue and furnace. The exteriors of the flues are beginning to show signs of corrosion. The penetrations should be painted to arrest the corrosion.

The apartment buildings typically have 1'-0" to 1'-6" roof overhangs. The soffits in these areas are vented aluminum. The soffits should be replaced at the same time as the roofs to help ease replacement costs.

The apartment buildings which have been recently renovated have small porch roofs typically found on the front of the buildings. These porches are constructed using wood and also have aluminum or vinyl siding, aluminum vented soffit and fiberglass shingles. These porch roofs are in good to fair condition. The apartment buildings which have not had vinyl siding installed do not typically have porch roofs. It is recommenced that these have porches added in conjunction with roofing and siding replacement to improve aesthetics and desirability of the apartment buildings.

The buildings have aluminum fascia and trim running along the edges of the roof. At the buildings that have had vinyl siding installed, the fascia and trim have been replaced between 2000 and 2003. The fascia and trim at all other buildings should be replaced at the time of roof replacement and coordinated with siding replacement.

We also recommend bi-annual inspections of all roofs, flashings, vents and flues with additional corrective action taken at the time of review.

The Activity Center has cedar fascia running along the edges of the roof. The cedar is in good condition but in need of repainting and should be repainted every five years.

Immediate (Year 1):

Paint all furnace flues with heat-resistant paint to arrest corrosion, 114 @ $50.00/each	$	5,700
Repaint cedar fascia at Activity Center, 225 l.f. @ $0.75/l.f.	$	200
Replace roof at Office/Head Start Building, 4,000 s.f. @ $2.50/s.f.	$	10,000

EXTERIOR

8 Roofs, Flashing, Vents (Cont.)

Immediate (Year 1): (Cont.)

Replace roof at Campau Center, 1,000 s.f. @ $2.50/s.f.	$	2,500
Replace aluminum trim at Office/Head Start Building, 3,240 s.f. @ $3.20/s.f.	$	10,400
Replace aluminum trim at Campau Center, 1,200 s.f. @ $3.20/s.f.	$	3,900

Years 2 thru 5:

Remove existing roofing material down to the sheathing and reroof all apartment buildings, 78,000 s.f. @ $2.50/s.f.	$	195,000
Replace aluminum fascia and trim at 20 apartment buildings, 42,000 s.f. @ $3.20/s.f.	$	134,400
Add one (1) porch roof (entire structure) at 71 apartments, 142 porch roofs @ $1,500.00/each	$	213,000
Replace aluminum vented soffits at 20 apartment buildings, 8,000 s.f. @ $3.00/s.f.	$	24,000
Repaint cedar fascia at Activity Center, 225 l.f. @ $0.75/l.f.	$	200

Years 6 thru 10:

Repaint cedar fascia at Activity Center, 225 l.f. @ $0.75/l.f.	$	200
Remove existing roofing material down to sheathing and reroof Activity Center, 4,500 s.f. @ $2.50/s.f.	$	11,300

Years 11 thru 15:

Repaint cedar fascia at Activity Center, 225 l.f. @ $0.75/l.f.	$	200

Years 16 thru 20:

Repaint cedar fascia at Activity Center, 225 l.f. @ $0.75/l.f.	$	200

EXTERIOR

8 Roofs, Flashing, Vents (Cont.)

Years 21 thru 25:

Remove existing roofing material down to the sheathing and reroof all apartment buildings, 78,000 s.f. @ $2.50/s.f.	$	195,000
Replace aluminum fascia and trim at 28 apartment buildings, 58,800 s.f. @ $3.20/s.f.	$	188,160
Replace aluminum vented soffits at all apartment buildings, 11,200 s.f. @ $3.00/s.f.	$	33,600
Repaint cedar fascia at Activity Center, 225 l.f. @ $0.75/l.f.	$	200
Remove existing roofing material down to sheathing and reroof all porches, 1,100 s.f. @ $2.50/s.f.	$	2,800

9 Gutters, Downspouts

The buildings at the development do not have any gutters or downspouts. The buildings currently use rain diverters and mulch beds to take care of rain water. The Housing Commission does not want to see the installation of gutters and downspouts due to increased maintenance and vandalism.

The rain diverters should be replaced when the roof s are replaced. Additionally, mulch beds should be refurbished and added to in order to help eliminate site erosion. See Item 21 - Lawns, Plantings.

10 Walks, Steps, Railings

The site has a large amount of concrete walks throughout. All walks with the exception of those along Division Street and those bordering the Campau Elementary School belong to the Housing Commission. The walks across the site are generally in good to fair shape showing wear which is commensurate with their age of 30+ years. There are a number of areas which are trip hazards and should be immediately replaced. There are a number of areas where paths have been cut through the grass by foot traffic. Additionally, sidewalks should be placed to improve the site and to eliminate erosion and lawn restoration. Funds should also be put into place for continued maintenance over the next 25 years.

EXTERIOR

10 Walks, Steps, Railings (Cont.)

There are also two sets of concrete stairs with metal painted railings on the northwest side of the site. The stairs and railings are currently in good to fair condition. Funds should be put into place for maintaining the steps and the railings.

There is currently one barrier-free unit with a concrete ramp with metal railings. The metal railings are in poor condition, and excessive corrosion can be seen at the base of the railing. The railing should be replaced immediately and repainted regularly thereafter.

The steps to the apartments currently do not have railings where more than one step occurs. Metal railings should be added to the front of each apartment in order to increase site safety. These railings should be in compliance with all building codes and should improve site appearance.

Immediate (Year 1):

Remove and replace concrete walks to eliminate trip hazards, 500 s.f. @ $6.50/s.f.	$	3,300
Replace railing at barrier-free unit, 80 l.f. @ $30.00/l.f.	$	2,400
Install railings at the front entry to 110 apartments, 990 l.f. @ $40.00/l.f.	$	39,600

Years 2 thru 5:

Miscellaneous concrete work, $1,000.00 per year @ 4 years	$	4,000
Preventive maintenance at concrete steps, 2 stairs @ $500.00/each	$	1,000
Paint railings at concrete stairs, 100 l.f. @ $4.25/l.f.	$	425
Repaint railings at all apartments, 990 l.f. @ $4.25/l.f.	$	4,200

EXTERIOR

10 Walks, Steps, Railings (Cont.)

Years 6 thru 10:

Miscellaneous concrete work, $1,000.00 per year @ 5 years	$	5,000
Preventive maintenance at concrete steps, 2 stairs @ $500.00/each	$	1,000
Paint railings at concrete stairs, 100 l.f. @ $4.25/l.f.	$	425

Years 11 thru 15:

Miscellaneous concrete work, $1,000.00 per year @ 5 years	$	5,000
Preventive maintenance at concrete steps, 2 stairs @ $500.00/each	$	1,000
Paint railings at concrete stairs, 100 l.f. @ $4.25/l.f.	$	425
Repaint railings at all apartments, 990 l.f. @ $4.25/l.f.	$	4,200

Years 16 thru 20:

Miscellaneous concrete work, $1,000.00 per year @ 5 years	$	5,000
Preventive maintenance at concrete steps, 2 stairs @ $500.00/each	$	1,000
Replace railings at concrete stairs, 100 l.f. @ $4.25/l.f.	$	425

Years 21 thru 25:

Miscellaneous concrete work, $1,000.00 per year @ 5 years	$	5,000
Preventive maintenance at concrete steps, 2 stairs @ $500.00/each	$	1,000
Paint railings at concrete stairs, 100 l.f. @ $4.25/l.f.	$	425
Repaint railings at all apartments, 990 l.f. @ $4.25/l.f.	$	4,200

EXTERIOR

11 Fences, Walls, Gates

The site has a perimeter chain link fence on the western border of the site. The fence is generally in good to fair condition. There are some areas where fence poles have been uprooted and the main top rail has become detached. These areas should be addressed immediately, and overall fence replacement should be considered in 16-20 years.

The individual apartments have had wood privacy screens installed between apartments and half height chain link fence at each end of the building. These items were completed around 2001 and are in good condition with one chain link fence in need of immediate repairs. The wood privacy screens should be stained and waterproofed on a regular basis and the chain link repaired as necessary by Housing Commission maintenance. It should be noted that not all apartments received privacy screens and chain link end fences. Those that did not receive these are Type "A" apartments, Type "J" apartments and the two buildings with units 911, 913, 915, 917 and 919 and 889, 891, 893, 895, 897 and 899.

There are also retaining walls located on the site. The retaining walls consist of concrete walls, concrete walls with chain link on top and landscaping block walls. The concrete walls are from original site development and are in fair shape. Funds for continued maintenance of these walls should be put into place. The chain link fence is believed to have been replaced around 2001 and is in good condition with one spot in need of immediate repair. The landscape block walls were installed around 2000-2001 and are in good shape and should be maintained by Housing Commission maintenance as necessary.

It is our recommendation that additional fencing be added to the site to direct traffic and ease the deterioration of lawn areas.

Immediate (Year 1):		
Repair perimeter chain link fence	$	1,500
Repair chain link fence at retaining wall	$	500
Years 2 thru 5:		
Stain and waterproof wood privacy fences, 8,000 s.f. @ $0.45/s.f.	$	3,600
Miscellaneous repairs to concrete retaining walls, $200.00/year x 4 years	$	800
Install privacy fences at 21 apartments, 17 fences @ $300.00/each	$	5,100

EXTERIOR

11 Fences, Walls, Gates (Cont.)

Years 2 thru 5: (Cont.)		
Install chain link end fences at 8 apartments, 8 fences @ $80.00/each	$	700
Install fencing across site to direct traffic, etc., 1,200 s.f. @ $40.00/s.f.	$	48,000
Years 6 thru 10:		
Stain and waterproof wood privacy fences, 10,000 s.f. @ $0.45/s.f.	$	4,500
Miscellaneous repairs to concrete retaining walls, $200.00/year x 5 years	$	1,000
Years 11 thru 15:		
Stain and waterproof wood privacy fences, 10,000 s.f. @ $0.45/s.f.	$	4,500
Miscellaneous repairs to concrete retaining walls, $200.00/year x 5 years	$	1,000
Years 16 thru 20:		
Stain and waterproof wood privacy fences, 10,000 s.f. @ $0.45/s.f.	$	4,500
Miscellaneous repairs to concrete retaining walls, $200.00/year x 5 years	$	1,000
Replace perimeter chain link fence, 1,050 l.f. @ $16.00/l.f.	$	16,800
Years 21 thru 25:		
Miscellaneous repairs to concrete retaining walls, $200.00/year x 5 years	$	1,000
Replace privacy fences at all apartments, 83 fences @ $450.00/each	$	37,400
Replace chain link end fences at all apartments, 40 fences @ $80.00/each	$	3,200

EXTERIOR

12 Porches, Balconies

The apartment buildings have concrete front and rear porches. The front porches typically have one or two steps and are in good to fair condition. These porches should be repaired as necessary by the Housing Commission maintenance staff. The rear porches typically have one step and a concrete slab. The rear porches were added onto in 2000-2001 at the same time as the privacy screens. The Type A, Type J, the building with units 911-919 (five apartments) and the building with units 889-999 (6 apartments) did not have additional porch space added.

There are no balconies at any of the buildings across the site.

Immediate (Year 1):		
Expand concrete patios at 29 apartments, 1,450 s.f. @ $6.50/s.f.	$	9,400
Years 2 thru 5:		
Replace/repair miscellaneous concrete at porches, $650.00/year @ 4 years	$	2,600
Years 6 thru 10:		
Replace/repair miscellaneous concrete at porches, $650.00/year @ 5 years	$	3,250
Years 11 thru 15:		
Replace/repair miscellaneous concrete at porches, $650.00/year @ 5 years	$	3,250
Years 16 thru 20:		
Replace/repair miscellaneous concrete at porches, $650.00/year @ 5 years	$	3,250
Years 21 thru 25:		
Replace/repair miscellaneous concrete at porches, $650.00/year @ 5 years	$	3,250

13 Fire Escapes

Not applicable.

EXTERIOR

14 Doors, Windows, Screens

The apartments throughout the development have insulated hollow metal doors at the front entries with an exterior storm door. The entry doors are generally in fair to poor condition. Many of the doors do not seal properly, and the weatherstripping is missing. The storm doors were installed in 2001-2002 and are in good condition. Eventual replacement of front and rear storm doors should be scheduled in 6-10 years and then again in 21-25 years.

The rear doors in the apartments vary between insulated hollow metal doors or sliding glass patio doors. The rear hollow metal doors are in fair to poor condition and suffer many of the same problems as the front doors. The rear sliding glass doors vary in age with some from original construction and others being replaced as the need arose. It is recommended that all sliding glass doors be replaced to streamline maintenance and appearance. Front and rear entry doors along with hardware and frames should be scheduled for replacement in 2-5 years.

Windows at the apartment buildings are a combination of horizontal sliding windows and double-hung windows. All windows have matching storm windows installed as well. The majority of the windows are from the original construction and are in poor condition. It is recommenced that the windows be replaced with thermally broken windows with insulated glass, thus eliminating the need for storm windows.

The window screens should be replaced during window replacement and then assumed that 20% of the screens will be replaced every year. This allows for 100% screen replacement every five years.

The Office/Head Start Building has a single insulated hollow metal door as their main entry, a set of double hollow metal doors into the mechanical area and as a back door to the Head Start area. There is also an overhead door at the maintenance area. These should be replaced at the time of overall door replacement.

The Campau Center is a converted apartment unit and the doors and windows are the same as the other “J” type apartments and replacement is included in these line items.

The Activity Center has a set of insulated hollow metal doors and a single insulated hollow metal door. These doors and windows should last 11-15 more years.

The windows at the Office/Head Start Building should be replaced at the time of overall window replacement.

EXTERIOR

14 Doors, Windows, Screens (Cont.)

Years 2 thru 5:		
Replace front entry doors, hardware and frames at all apartments, 112 doors @ $800.00/each	$	88,800
Replace rear entry doors, hardware and frames at 48 apartments, 48 doors @ $800.00/each	$	37,600
Replace sliding glass doors, hardware, frames and tracks at 64 apartments, 64 doors @ $1,500.00/each	$	96,000
Replace all windows at all apartments, approximately 400 windows @ $600.00/each	$	240,000
Replace hollow metal doors at the Office/Head Start Building, 5 doors @ $800.00/each	$	4,000
Replace windows at the Office/Head Start Building, 15 windows @ $600.00/each	$	9,000
Years 6 thru 10:		
Replace front and rear storm doors at all apartments, 160 doors @ $350.00/each	$	56,000
Years 11 thru 15:		
Replace hollow metal doors at the Activity Center, 3 doors @ $800.00/each	$	2,400
Replace windows at the Activity Center, 22 windows @ $600.00/each	$	13,200
Years 16 thru 20:		
Replace garage door at Office/Head Start Building	$	1,200
Years 21 thru 25:		
Replace front and rear storm doors at all apartments, 160 doors @ $350.00/each	$	56,000

EXTERIOR

15 Garages, Carports

There are no garages or carports on the site other than the maintenance garage at the Office Building. See Item 14 - Doors, Windows, Screens.

16 Storage, Utility Buildings

Not applicable.

17 Swimming Pools

Not applicable.

18 Benches, Play Areas

There is one play area located within the development. The play area is located adjacent to the Office Building. The play area was erected in 1991 and is in good condition. The play area is surrounded by an area of mulch bordered by wood planks. The play area is currently adequate for the site and its inhabitants as there are additional play areas and green space provided by an adjacent school and park. The play equipment should be replaced in 16-20 years as it nears its life span end. The mulch in the play area should be replaced on a yearly basis.

The development does not have any benches or picnic tables provided by the Housing Commission. None of these items are deemed necessary at this time due to the proximity of the local park area.

Immediate (Year 1):		
Replace mulch at play area, 500 s.y. @ $3.20/s.y.	$	1,600
Years 2 thru 5:		
Replace mulch at play area annually, 500 s.y. @ $3.20/s.y. x 4 years	$	6,400
Years 6 thru 10:		
Replace mulch at play area annually, 500 s.y. @ $3.20/s.y. x 5 years	$	8,000
Years 11 thru 15:		
Replace mulch at play area annually, 500 s.y. @ $3.20/s.y. x 5 years	$	8,000

EXTERIOR

18 Benches, Play Areas (Cont.)

Years 16 thru 20:

Replace play equipment	$	25,000
Replace mulch at play area annually, 500 s.y. @ $3.20/s.y. x 5 years	$	8,000

Years 21 thru 25:

Replace mulch at play area annually, 500 s.y. @ $3.20/s.y. x 5 years	$	8,000

19 Project Signs

There is currently one project sign located on the development site. The sign is a two-faced wood sign on a concrete base. One face of the sign is in need of immediate repair. Overall, the sign should be repainted and repaired. The sign is currently unlit at night. Lighting should be added to assist those trying to find the development at night and improve overall street appeal.

There are two locations where additional signs could be placed to improve street appeal of the development. These locations are at the corner of Delaware Street and Division Avenue and at the corner of Franklin Street and Division Avenue. Brick walls and landscaping have recently been added to these areas, so a lit sign would fit in very nicely.

Immediate (Year 1):

Repair and repaint existing project sign	$	500
Run electrical to existing project sign and install lighting for both faces	$	2,000

Years 2 thru 5:

Install two brick project signs with lighting	$	12,000

20 Parking Lots, Paving, Curbs

The parking areas on the site are the responsibility of the Housing Commission, while the streets passing through the site are the responsibility of the City of Grand Rapids.

EXTERIOR

20 Parking Lots, Paving, Curbs (Cont.)

The parking areas were patched, resurfaced and restriped in 1991. Restriping and resealing of these areas should occur every two years. The parking areas should also be resurfaced again in 16-20 years. According to the Housing Commission, the parking areas currently meet the parking need for the development. If future parking is needed, there is not much room at the buildings to provide additional spaces; although, remote parking could be provided by the Activities Center.

The curbs across the development are generally in good to fair condition. Many of the curb areas at parking areas are the sides of the sidewalk. In these areas, the sidewalk deterioration should be addressed under Item 10 - Walks, Steps. Over the next 25 years, 15% of the parking area curbs should be scheduled for eventual replacement.

Years 2 thru 5:		
Reapplication of sealcoat and restriping of parking areas, 100,000 s.f. @ $0.20/s.f. x 2 applications	$	40,200
Years 6 thru 10:		
Reapplication of sealcoat and restriping of parking areas, 100,000 s.f. @ $0.20/s.f. x 2 applications	$	40,200
Years 11 thru 15:		
Reapplication of sealcoat and restriping of parking areas, 100,000 s.f. @ $0.20/s.f. x 2 applications	$	40,200
Years 16 thru 20:		
Patch and resurface parking areas, 100,000 s.f. @ $1.60/s.f.	$	160,000
Replace 15% of parking area curbs, 5,300 l.f. x 15% = 800 l.f. @ $15.00/l.f.	$	12,000
Years 21 thru 25:		
Reapplication of sealcoat and restriping of parking areas, 100,000 s.f. @ $0.20/s.f. x 2 applications	$	40,200

EXTERIOR

21 Lawns, Plantings

The lawns throughout the site are generally in good to fair condition. There are areas of extreme lawn deterioration found throughout the site. These areas are where pedestrians are cutting across the lawns, where there is excessive shade, or poor water control (i.e.,erosion, ponding). Funds should be put in place for lawn restoration and erosion control. See also Item 22 - Site Drainage.

There are many mature trees on the site. These trees are currently trimmed and shaped by a contracted company. We recommend that this practice continue.

Apart from the mature trees, there is some additional landscaping. There was some additional landscaping installed in 2001, and there are many more opportunities for landscaping across the site. This landscaping may include small trees, shrubs, flower beds, mulch beds, etc.

Immediate (Year 1):		
Add and improve mulch beds around building to ease erosion, 28 buildings @ $500.00/each	$	14,000
Landscape improvements, $2,000.00/year @ 1 year	$	2,000
Trim and shape mature trees across site	$	1,500
Years 2 thru 5:		
Landscape improvements, $2,000.00/year @ 4 years	$	8,000
Lawn restoration, $500.00/year @ 4 years	$	2,000
Trim and shape mature trees across site annually, $1,500.00/year x 4 years	$	6,000
Years 6 thru 10:		
Landscape improvements, $2,000.00/year @ 5 years	$	10,000
Lawn restoration, $500.00/year @ 5 years	$	2,500
Trim and shape mature trees across site annually, $1,500.00/year x 5 years	$	7,500

EXTERIOR

21 Lawns, Plantings (Cont.)

Years 11 thru 15:

Landscape improvements, $2,000.00/year @ 5 years	$	10,000
Lawn restoration, $500.00/year @ 5 years	$	2,500
Trim and shape mature trees across site annually, $1,500.00/year x 5 years	$	7,500

Years 16 thru 20:

Landscape improvements, $2,000.00/year @ 5 years	$	10,000
Lawn restoration, $500.00/year @ 5 years	$	2,500
Trim and shape mature trees across site annually, $1,500.00/year x 5 years	$	7,500

Years 21 thru 25:

Landscape improvements, $2,000.00/year @ 5 years	$	10,000
Lawn restoration, $500.00/year @ 5 years	$	2,500
Trim and shape mature trees across site annually, $1,500.00/year x 5 years	$	7,500

22 Site Drainage, Irrigation System

Overall drainage across the site is good. Generally, the land slopes away from the buildings. There are some areas where ponding had occurred. These areas should be corrected to eliminate current problems and eliminate future problems.

The drainage at the parking lots is poor. The drywells in the parking areas have to be “vacuumed out” on a regular basis due to silt buildup. The silt buildup causes flooding throughout the parking lots. The drywells are currently connected to the city’s combined sewers. In order to eliminate the flooding, retention areas should be built on site. The water held at these retention areas should then be slowly introduced into the city’s sewers. The development site does not appear to have adequate area to handle all above-ground retention areas. It is therefore recommended that underground storage be used to help retain the water.

EXTERIOR

22 Site Drainage, Irrigation System (Cont.)

Immediate (Year 1):

Re-engineer parking lot drainage (include on-site and underground retainage, piping and design)	$	150,000

Years 2 thru 5:

Correct grade at 25% of the buildings on the site, 7 buildings @ $2,000.00/building	$	14,000
Correct miscellaneous drainage and ponding areas across the site	$	10,000

Years 21 thru 25:

Correct grade at 25% of the buildings on the site, 7 buildings @ $2,000.00/building	$	14,000
Correct miscellaneous drainage and ponding areas across the site	$	10,000

23 Exterior Lighting

Site lighting is currently provided by a number of different means. The apartments have front and rear porch lights operated from within the apartments. These lights are in fair to poor condition and should be replaced with decorative fixtures with photocells. This will serve to increase aesthetic desirability and help save energy.

The next means of lighting is individual pole-mounted lights mounted throughout the site. These lights range from good to poor condition. Overall, these lights are not adequate for lighting the site. They should be replaced and added to. This will help to develop overall continuity to the site.

Some buildings across the site also have wall pack lights. These lights are generally in good condition, although some of these were not working. These lights should be removed and replaced with pole type lights as the wall packs are unattractive and provide poor lighting.

The final lighting on the site comes from street lights. These lights are provided either by the City of Grand Rapids or by Consumer's Energy. These lights should remain in place.

EXTERIOR

23 Exterior Lighting (Cont.)

Years 2 thru 5:

Replace exterior apartment lights at front and rear, 222 lights @ $250.00/each	$	55,500
Remove existing pole lights from the site, 10 lights @ $300.00/each	$	3,000
Install new site lighting package (including wiring, etc.), 50 lights @ $2,500.00/each	$	150,000
Remove existing wall pack lights from buildings, 5 lights @ $300.00/each	$	1,500

Years 21 thru 25:

Replace exterior apartment lights at front and rear, 222 lights @ $250.00/each	$	55,500

24 Exterior Painting

Due to the construction materials used across the development, minimal exterior routine painting is required for the apartment buildings. The exterior doors and frames will require paint.

Years 6 thru 10:

Sand, patch, prime and paint exterior doors and frames, 166 doors @ $75.00/each	$	12,500

Years 11 thru 15:

Sand, patch, prime and paint exterior doors and frames, 166 doors @ $75.00/each	$	12,500

Years 16 thru 20:

Sand, patch, prime and paint exterior doors and frames, 166 doors @ $75.00/each	$	12,500

Years 21 thru 25:

Sand, patch, prime and paint exterior doors and frames, 166 doors @ $75.00/each	$	12,500

EXTERIOR

25 Underground Utilities

There have been no reports of problems with the underground electrical runs, gas lines or water lines. No work is anticipated over the next 25 years.

The underground sanitary runs from the building to the sewers at the streets are original from 1970 or 1973. With regular maintenance of cleaning sanitary lines of roots and other items, the runs should last beyond the scope of this CNA.

26 Security Systems

There are a number of security cameras located throughout the site. These are located primarily along Franklin Street and Division Avenue. There are approximately seven cameras along Franklin Street and eight to ten cameras along Division Street. It is unknown when these cameras were installed. The cameras have been replaced as needed.

There is insufficient evidence to indicate that other extraordinary measures (i.e., security screens, etc.) are needed for the safety of the tenants.

27 Other Exterior

Not applicable.

INTERIOR

28 Insulation

The walls are made up of brick, 1" air space, 15-pound felt, 1½" insulated sheathing, 2 x 4 studs, 2" insulation blanket, drywall and foil backing at the first story areas (approximately R-19). The second story areas have aluminum or vinyl siding, 15-pound felt, ½" plywood sheathing, 2 x 4 studs, 1½" insulation, drywall and foil backing (approximately R-19). The wall areas have not been supplemented with any extra insulation.

The attic spaces typically have a 6" batt insulation fill. No additional insulation has been added to the attics. As the "R" value is R-19, additional insulation should be added to the attics.

The Housing Commission reports no problems with cold spaces or with any ice dams on the roof. Code requires R-13 in walls and Michigan Energy requires R-30 in the Ceilings.

INTERIOR

28 Insulation (Cont.)

Immediate (Year 1):

Add blown-in insulation at all attics, 98,900 s.f. @ $0.70/s.f.	$	69,200

29 Caulking, Weatherstripping

Interior and exterior caulking of the windows at the apartment buildings was completed in 1991. Caulking will be redone in 2-5 years with the recommended window replacement. Caulking should then be redone on a 10-year basis (both interior and exterior).

Weatherstripping at the windows and entry doors is in poor condition. The weatherstripping will be redone as the doors and windows are replaced (based on the CNA's recommendation) in 2-5 years. It is recommended that it is then replaced as necessary.

Years 2 thru 5:

Recaulk all Activity Center windows, 350 l.f. @ $2.00/l.f.	$	700

Years 11 thru 15:

Recaulk all apartment windows, 6,400 l.f. @ $2.00/l.f.	$	12,800
Recaulk all Office/Head Start Building windows, 240 l.f. @ $2.00/l.f.	$	500

Years 21 thru 25:

Recaulk all apartment windows, 6,400 l.f. @ $2.00/l.f.	$	12,800
Recaulk all Activity Center windows, 350 l.f. @ $2.00/l.f.	$	700
Recaulk all Office/Head Start Building windows, 240 l.f. @ $2.00/l.f.	$	500

INTERIOR

30 Flooring

The apartments typically have three types of interior flooring. The kitchens, bathrooms and entry halls have vinyl composition tile (VCT). The VCT throughout the apartments is typically in poor condition, showing cracking of the tiles, movement at the joints and discoloration. The VCT throughout all apartments should be considered for replacement immediately.

The second type of flooring found in the apartments is hardwood flooring. The hardwood flooring was found to be in fair to poor condition, showing areas where the finish was gone, areas of movement and discoloration. The hardwood is typically found in the bedrooms, living areas and upstairs hallways. The hardwood floors should be scheduled for immediate sanding and recoating with a polyurethane finish, if it is desired to keep the hardwood floors. We further recommend that floors be recoated with polyurethane at tenant turnover and sanded and recoated every 11-15 years.

The third type of flooring found in the apartments is unfinished concrete. The concrete floor is found in the apartment basements. The floor is typically in good condition with little to no cracking or spalling observed. Cracks within the concrete floors should be addressed as they are found.

The apartments have two types of wall base. The first type of base is a wood wall base. This wood wall base is currently painted to match the surrounding walls. Originally, the wall base was stained. The wood wall base can be found throughout the apartments. The wood wall base is in fair to poor condition, and replacement should be coordinated with flooring replacement. Following replacement, the wood base should be stained in conjunction with apartment painting.

The second type of wall base found in the apartments is a 4" vinyl wall base. This vinyl base is installed at various locations where the wood wall base was removed. It is our recommendation that all vinyl wall base be removed and replaced with wood wall base during flooring replacement.

Immediate (Year 1):

Sand and recoat wood floors at all apartments (except Types A & F), 52,000 s.f. @ $2.00/s.f.	$	104,000
Replace wall base with wood wall base at wood floor areas at all apartments, 28,000 l.f. @ $2.25/l.f.	$	63,450
Replace VCT at Type A apartments, 500 s.f. @ $2.70/s.f.	$	1,350

INTERIOR

30 Flooring (Cont.)

Immediate (Year 1): (Cont.)

Replace VCT at Type F apartments, 500 s.f. @ $2.70/s.f.	$	1,350
Replace VCT at all apartments (except Types A & F), 3,400 s.f. @ $2.70/s.f.	$	22,700
Replace wall base with wood wall base at VCT floor areas at Type A apartments, 200 l.f. @ $2.25/l.f.	$	450
Replace wall base with wood wall base at VCT floor areas at Type F apartments, 200 l.f. @ $2.25/l.f.	$	450
Replace wall base with wood wall base at VCT floor areas at all apartments (except Types A & F), 4,200 l.f. @ $2.25/l.f.	$	9,500

Years 6 thru 10:

Replace VCT at Office/Head Start Building, 1,700 s.f. @ $2.70/s.f.	$	4,600
Replace vinyl wall base at Office/Head Start Building, 350 l.f. @ $1.65/l.f.	$	600
Replace carpet at Office/Head Start Building, 55 s.y. @ $20.00/s.y.	$	1,100

Years 11 thru 15:

Sand and recoat wood floors at all apartments (except Types A & F), 52,000 s.f. @ $2.00/s.f.	$	104,000
Restain/paint wood wall base at all floor areas at all apartments, 33,200 l.f. @ $0.50/l.f.	$	16,600

Years 16 thru 20:

Replace Gym floor at Activity Center, 2,400 s.f. @ $10.40/s.f.	$	25,000
Replace vinyl wall base at Activity Center, 600 l.f. @ $1.65/l.f.	$	1,000
Replace VCT at Activity Center, 1,400 s.f. @ $1.70/s.f.	$	2,400

INTERIOR

31 Stairs, Halls

Apartment Types B, C, D, E, G, H, I and J have a stairway from the first floor to the second floor. The stairs are wood stairs with resilient tread covers, and some have an intermediary landing. The handrail is wood with metal brackets secured into the wall structure.

The treads are in fair shape and should be scheduled for replacement in 2-5 years.

The railings are at the main stairway and are in fair shape. It is important that, upon replacement, the handrail extend 1'-0" beyond the top riser and the bottom riser and be continuous at any intermediary landing. The railings need only be installed on one side of the stairway. It is recommended that railings be replaced in 6-10 years and then repaired as necessary.

Apartment Types B through J have basement stairs. The stairs are painted wood stairs and are in fair to poor condition. The stairs have seen heavy use. Deterioration in the wood is noticeable along with movement of some treads. These should be replaced in 6-10 years along with the railings.

Years 2 thru 5:

Replace resilient treads at apartment Types B, C, D, E, G, H and I, 94 apartments @ $350.00/apartment	$	32,900

Years 6 thru 10:

Replace stairway handrails at apartment Types B, C, D, E, G, H and I, 94 apartments @ $200.00/apartment	$	18,800
Replace basement stairs in their entirety, including railing, 96 apartments @ $1,000.00/each	$	96,000

Years 21 thru 25:

Replace resilient treads at apartment Types B, C, D, E, G, H and I, 94 apartments @ $350.00/apartment	$	32,900

INTERIOR

32 Doors, Cabinets, Closets

The interior doors at the apartments are believed to have been replaced around 1985. The doors are hollow core wood doors with wood frames. The doors, frames and hardware range from good to poor condition. The doors show numerous patches and the frames are deteriorating around the strikes. We recommend replacing the doors, frames and hardware with solid core wood doors and metal frames within 2-5 years.

The kitchen cabinets and countertops throughout the apartments are in poor condition. Many of the cabinets are missing doors or drawer faces and exhibiting water damage. The countertops are cracking or delaminating and show signs of tenant misuse (i.e., cuts and burn marks). Cabinet replacement should occur immediately along with countertop replacement.

The closet doors throughout the apartments are vinyl accordion-style folding doors. These doors are believed to have been installed in 1991. These doors are in poor condition with many doors having rips and having been torn off their track. Additionally, some units have hollow core wood wing closet doors. These doors should be replaced in 2-5 years. It is recommended that wood bi-fold doors with metal frames be installed to increase apartment desirability and extend the door life span.

Immediate (Year 1):

Replace kitchen cabinets and countertops at all apartments, 111 apartments @ $3,500.00/apt.	$	388,500

Years 2 thru 5:

Replace interior passage doors at Type A units, 3 doors at 16 apartments = 48 doors @ $600.00/each	$	28,800
Replace interior passage doors at Type B units, 5 doors at 10 apartments = 50 doors @ $600.00/each	$	30,000
Replace interior passage doors at Type C units, 5 doors at 8 apartments = 40 doors @ $600.00/each	$	24,000
Replace interior passage doors at Type D units, 7 doors at 4 apartments = 28 doors @ $600.00/each	$	16,800
Replace interior passage doors at Type E units, 8 doors at 2 apartments = 16 doors @ $600.00/each	$	9,600
Replace interior passage doors at Type F units, 5 doors at 2 apartments = 10 doors @ $600.00/each	$	6,000

INTERIOR

32 Doors, Cabinets, Closets (Cont.)

Years 2 thru 5: (Cont.)

Replace interior passage doors at Type G units, 9 doors at 26 apartments = 234 doors @ $600.00/each	$	140,400
Replace interior passage doors at Type H units, 8 doors at 26 apartments = 208 doors @ $600.00/each	$	124,800
Replace interior passage doors at Type I units, 8 doors at 10 apartments = 80 doors @ $600.00/each	$	48,000
Replace interior passage doors at Type J units, 9 doors at 8 apartments = 72 doors @ $600.00/each	$	43,200
Replace closet doors with wood bi-fold doors at Type A units, 4 closets @ 16 apartments = 64 closets @ $450.00/each	$	28,800
Replace closet doors with wood bi-fold doors at Type B units, 4 closets @ 10 apartments = 40 closets @ $450.00/each	$	10,800
Replace closet doors with wood bi-fold doors at Type C units, 5 closets @ 8 apartments = 40 closets @ $450.00/each	$	18,000
Replace closet doors with wood bi-fold doors at Type D units, 6 closets @ 4 apartments = 24 closets @ $450.00/each	$	10,800
Replace closet doors with wood bi-fold doors at Type E units, 7 closets @ 2 apartments = 14 closets @ $450.00/each	$	6,300
Replace closet doors with wood bi-fold doors at Type F units, 2 closets @ 2 apartments = 4 closets @ $450.00/each	$	1,800
Replace closet doors with wood bi-fold doors at Type G units, 1 closet @ 26 apartments = 26 closets @ $450.00/each	$	11,700

INTERIOR

32 Doors, Cabinets, Closets (Cont.)

Years 2 thru 5: (Cont.)

Replace closet doors with wood bi-fold doors at Type H units, 1 closet @ 26 apartments = 26 closets @ $450.00/each	$	11,700
Replace closet doors with wood bi-fold doors at Type I units, 5 closets @ 10 apartments = 50 closets @ $450.00/each	$	22,500
Replace closet doors with wood bi-fold doors at Type J units, 3 closets @ 8 apartments = 24 closets @ $450.00/each	$	10,800

Years 6 thru 10:

Replace interior doors at Office/Head Start Building (hollow metal doors with metal frames), 6 doors @ $700.00/each	$	4,200

Years 16 thru 20:

Replace interior doors at Activity Center (hollow metal doors with metal frames), 10 doors @ $700.00/each	$	7,000

33 Curtains, Shades, Blinds

The Housing Commission currently provides pull-down shades at all apartments and vertical blinds at those apartments with sliding glass doors. These items are replaced/repaired at the tenant's request, at apartment turnover or as necessary. These items will be handled as regular maintenance items and not as part of the CNA.

34 Major Kitchen Appliances

The kitchens in the apartments have frost-free refrigerators and gas ranges/ovens provided by the Grand Rapids Housing Commission. The refrigerators are generally in fair condition and should be replaced in 2-5 years. The ranges/ovens are in poor condition, with oven doors falling off and non-functioning broilers. The ranges/ovens should be replaced immediately.

INTERIOR

34 Major Kitchen Appliances (Cont.)

The kitchens also have garbage disposals at one side of the double-bowl stainless steel sink. The garbage disposals appeared to be in good order and should be replaced at the same time as the kitchen sinks.

The ranges/ovens have non-ducted range hoods above them. These are in every apartment type with the exception of the "J" type apartment. The "J" type apartment has a thru-wall exhaust fan above the range/oven. The range hoods are in poor condition, showing heavy use, and should be scheduled for replacement in 2-5 years. This replacement should include the thru-wall exhaust fans at the "J" type apartments.

Immediate (Year 1):

Replace all range/ovens at all apartments, 111 apartments @ $550.00/each	$	61,000
Replace all non-ducted range hoods at all apartments except "J" type apartments, 104 apartments @ $350.00/each	$	36,400
Replace thru-wall exhaust fans at "J" type apartments, 7 apartments @ $500.00/each	$	3,500
Replace garbage disposals at all apartments, 111 apartments @ $200.00/each	$	22,200

Years 2 thru 5:

Replace refrigerators at all apartments, 111 apartments @ $550.00/each	$	61,000

35 Electric Fixtures and System

Most of the electrical outlets and system are part of the original construction; although, GFI outlets were installed at a later date. GFI outlets are located appropriately in the kitchens and bathrooms and at the laundry areas in the basement. The electrical panels in the apartments are 100-amp panels, and replacement parts are available. All devices appeared to be in good condition. No major work is foreseen through the period of this CNA. Devices should be replaced/repaired on an as-needed basis.

INTERIOR

36 Plumbing Fixtures and System

The bathrooms in the apartments have had various renovations done to them. They have had ceramic tile tub surrounds redone, shower controls replaced, and vanities and lavatories replaced. The last renovation date is believed to have been 1991. It is recommended that the bathrooms be totally renovated in 2-5 years with everything to be replaced except for the bathtubs.

The apartments have bowl-type lavatories mounted in a vanity. The lavatories are in poor condition with cracking noted in many of them. The vanities are a wood cabinet and are in poor condition. Excessive water damage was noted along with broken cabinet doors.

The surrounds at the bathtubs are ceramic tile. The ceramic tile is in fair to poor condition and should be replaced. As the bathtub surrounds are replaced, the shower and bath controls will be exposed and should be replaced at the same time.

The toilets in the bathrooms are a standard tank type toilet and are in good to fair condition. They should be scheduled for replacement in 2-5 years as a water-saving step.

There are hose bibs located at the apartment buildings. It is assumed that there are four hose bibs per building (two front, two rear). The hose bibs are in fair condition with leaking seen at some buildings. These should be replaced in immediately with frost-proof hose bibs.

The apartments have a two-bowl stainless steel sink in the kitchen area. These sinks have a garbage disposal in one bowl and no hand-held sprayer. The sinks and faucets are in fair condition and should be replaced along with the kitchen cabinets.

Immediate (Year 1):

Replace kitchen sinks and faucets at all kitchens, 111 kitchens @ $480.00/each	$	53,300
Replace hose bibs at all apartment buildings, 27 buildings x 4 hose bibs, 108 hose bibs @ $75.00/each	$	8,100

Years 2 thru 5:

Replace bath and shower controls at all apartment bathrooms, 130 bathrooms @ $250.00/each	$	32,500
Replace ceramic tile surrounds at bathtubs with similar, 130 bathrooms @ $500.00/each	$	65,000

INTERIOR

36 Plumbing Fixtures and System (Cont.)

Years 2 thru 5: (Cont.)		
Replace vanities, lavatories and faucets at all bathrooms, 144 bathrooms @ $550.00/each	$	79,200
Replace electric water cooler at Office/Head Start Building	$	700
Replace Head Start toilet	$	300
Replace Head Start wall-mounted lavatory	$	400
Replace Head Start bathroom accessories	$	800
Replace toilets at all bathrooms, 144 toilets @ $300.00/each	$	43,200
Years 11 thru 15:		
Replace wall-mounted lavatory at Office bathroom	$	400
Replace toilet at Office bathroom	$	300
Replace bathroom accessories at Office bathroom	$	800
Replace electric water cooler in Activity Center	$	700
Years 21 thru 25:		
Replace toilets at bathrooms in Activity Center, 4 toilets @ $300.00/each	$	1,200
Replace lavatories and countertops at bathrooms in Activity Center, 4 lavatories @ $400.00/each and 2 countertops @ $600.00/each	$	2,800
Replace urinals at men’s bathroom in Activity Center, 2 urinals @ $250.00/each	$	500
Replace accessories at bathrooms in Activity Center	$	2,000

INTERIOR

37 Heating & Air Conditioning

The apartments have gas furnaces for heating and no central air conditioning. The furnaces are believed to be over 30 years old and should be scheduled for replacement in 2-5 years. At the time of replacement, we recommend adding central air conditioning to all apartments.

The HVAC grilles at the apartments are in poor condition. These grilles have been crushed, are painted over or are showing signs of corrosion. These should be replaced in 2-5 years at the time of furnace work.

Years 2 thru 5:		
Replace furnaces and add air conditioning at all apartments, 112 furnaces @ $4,000.00/each	$	448,000
Replace HVAC grilles at all apartments, approximately 888 grilles @ $15.00/each	$	13,300
Years 6 thru 10:		
Replace furnace at Office/Head Start Building	$	2,500
Replace central air conditioning condenser at Office/Head Start Building	$	1,500
Replace gas heater at maintenance in Office/Head Start Building	$	1,000
Years 16 thru 20:		
Replace furnaces at Activity Center, 3 furnaces @ $2,500.00/each	$	7,500
Replace air conditioning condensers at Activity Center, 3 A/C condensers @ $1,500.00/each	$	4,500

38 Hot Water, Boiler System

The hot water heaters observed had various installation dates. It appears that many of the apartment water heaters were replaced in 1991/1992 and the rest in 2000/2001. For the purposes of the CNA, it is assumed 25% of all apartment water heaters were replaced in 2000/2001. Water heaters should be replaced typically 16-20 years after installation.

INTERIOR

38 Hot Water, Boiler System (Cont.)

Years 2 thru 5:

Replace water heaters at 75% of apartments, 111 apartments x 75% = 83 apartments @ $350.00/each	$	29,000

Years 6 thru 10:

Replace water heater at Office/Head Start Building	$	500

Years 11 thru 15:

Replace water heaters at 25% of apartments, 111 apartments x 25% = 28 apartments @ $350.00/each	$	9,800
Replace water heater at Activity Center	$	800

Years 21 thru 25:

Replace water heaters at 75% of apartments, 111 apartments x 75% = 83 apartments @ $350.00/each	$	29,000

39 Laundry Rooms

All apartments except for the Type A apartments have hookups for washers and dryers. The dryer connections are generally gas with one or two electric connections. The dryers need to have rigid duct venting to the exterior. The washers have GFI outlets and hot and cold water connectors present.

There is no dedicated laundry facility on the site.

Immediate (Year 1):

Install rigid dryer duct at all apartments with dryer hookups, 96 apartments @ $100.00/each	$	9,600

INTERIOR

40 Interior Lighting

Overall interior apartment lighting was found to be adequate. Incandescent fixtures were typically found in the kitchens, hallways, bedrooms, bathrooms and basements. The fixtures in the bathrooms and kitchens should be updated to fluorescent fixtures.

Years 2 thru 5:		
Replace kitchen light fixtures with fluorescent fixtures, 111 kitchens @ $175.00/each	$	19,400
Replace bathroom light fixtures with fluorescent fixtures, 144 bathrooms @ $175.00/each	$	25,200
Replace incandescent fixtures at Office/Head Start Building hallway, 3 fixtures @ $150.00/each	$	450
Years 6 thru 10:		
Replace incandescent fixtures in maintenance are of the Office/Head Start Buildings	$	750
Replace incandescent bathroom fixtures in Office/Head Start Building, 4 fixtures @ $175.00/each	$	700
Years 11 thru 15:		
Replace fluorescent surface-mounted fixtures at Office area of Office/Head Start Building, 6 fixtures @ $225.00/each	$	1,350
Replace fluorescent fixtures at Head Start area of Office/Head Start Building, 30 (2 x 4) fixtures @ $200.00/each	$	6,000
Years 21 thru 25:		
Replace all light fixtures at Activity Center	$	10,000

41 Interior Painting

All apartments typically have painted gypsum board walls and ceilings. The apartments are painted at turnover by an outside contracted firm. Even with this, the painted surfaces of the apartments are in poor condition and should be painted immediately. A five-year cyclical painting program for occupied apartments should be put into place.

INTERIOR

41 Interior Painting (Cont.)

Along with painted surfaces in poor condition, there are a number of wall areas in need of repair. For the purposes of the CNA, it will be assumed that 100 square feet (a 10-foot by 10-foot area) per apartment needs repair at 50% of the apartments.

Immediate (Year 1):		
Repair gypsum board walls at 50% of apartments, 56 apartments @ 100 s.f. = 5,600 s.f. @ $2.50/s.f.	$	14,000
Repaint all apartment interiors (walls and ceilings) at 111 apartments @ $1,000.00/each	$	111,000
Years 2 thru 5:		
Repaint Office interiors	$	3,000
Repaint Activity Center interiors	$	5,000
Years 6 thru 10:		
Repaint all apartment interiors (walls and ceilings) at 111 apartments @ $1,000.00/each	$	111,000
Repaint Office interiors	$	3,000
Repaint Activity Center interiors	$	5,000
Years 11 thru 15:		
Repair gypsum board walls at 50% of apartments, 56 apartments @ 100 s.f. = 5,600 s.f. @ $2.50/s.f.	$	14,000
Repaint all apartment interiors (walls and ceilings) at 111 apartments @ $1,000.00/each	$	111,000
Repaint Office interiors	$	3,000
Repaint Activity Center interiors	$	5,000
Years 16 thru 20:		
Repaint all apartment interiors (walls and ceilings) at 111 apartments @ $1,000.00/each	$	111,000
Repaint Office interiors	$	3,000
Repaint Activity Center interiors	$	5,000

INTERIOR

41 Interior Painting (Cont.)

Years 21 thru 25:

Repair gypsum board walls at 50% of apartments, 56 apartments @ 100 s.f. = 5,600 s.f. @ $2.50/s.f.	$	14,000
Repaint all apartment interiors (walls and ceilings) at 111 apartments @ $1,000.00/each	$	111,000
Repaint Office interiors	$	3,000
Repaint Activity Center interiors	$	5,000

42 Elevators

Not applicable.

43 Fire Safety/Detection/Prevention

All apartments are currently protected with hardwired smoke detectors with battery backups. These smoke detectors are located on each floor and in the basement. Additionally, there is a smoke detector in each bedroom with a ten-year lithium battery (installed in 2000) as required by local code. The smoke detectors are not interconnected.

Ideally, smoke detectors should be cleaned every year to avoid false alarms. We recommend cleaning smoke detectors every two years as a practical application, and replacement every 10 years per NFPA.

Immediate (Year 1):

Clean smoke detectors in all apartments, 111 apartments @ $50.00/apartment	$	5,550

Years 2 thru 5:

Clean smoke detectors in all apartments, 111 apartments @ $50.00/apartment	$	5,550

INTERIOR

43 Fire Safety/Detection/Prevention (Cont.)

Years 6 thru 10:

Clean smoke detectors in all apartments, 111 apartments @ $50.00/apartment	$	5,550
Replace smoke detectors at all apartments, 301 smoke detectors @ $100.00/each	$	30,100
Replace lithium smoke detectors at all apartments, 290 smoke detectors @ $100.00/each	$	29,000

Years 11 thru 15:

Clean smoke detectors in all apartments, 111 apartments @ $50.00/apartment	$	5,550

Years 16 thru 20:

Clean smoke detectors in all apartments, 111 apartments @ $50.00/apartment	$	5,550
Replace smoke detectors at all apartments, 301 smoke detectors @ $100.00/each	$	30,100

Years 21 thru 25:

Clean smoke detectors in all apartments, 111 apartments @ $50.00/apartment	$	5,550

44 Other Interior

Not applicable.

COMMERCIAL, RECREATION, LEARNING CENTERS

45 Common Area Serving Kitchen

There is one common area kitchen located in the Office/Head Start Building. The kitchen is used for warming food and not for cooking full meals. The kitchen cabinets are in good condition. There is a refrigerator, range, range hood, microwave and three-bowl stainless steel sink.

COMMERCIAL, RECREATION, LEARNING CENTERS

45 Common Area Serving Kitchen (Cont.)

The Activity Center/Gym has a small kitchenette with a microwave and single-bowl stainless steel sink. The kitchenette is in good condition and should see replacement in 11-15 years.

Years 6 thru 10:

Replace kitchen cabinets at Head Start area	$	3,500
Replace range at Head Start area	$	550
Replace refrigerator at Head Start area	$	550
Replace microwave at Head Start area	$	300
Replace three-bowl sink and faucet at Head Start area	$	800

Years 11 thru 15:

Replace kitchenette cabinets at Activity Center	$	2,500
Replace microwave at Activity Center	$	300
Replace single-bowl sink and faucet at Activity Center	$	300

46 Congregate Dining Room

Not applicable.

47 Day Care Center

Not applicable.

48 Recreation Room

Incorporated into previous items. See above.

49 Community Spaces

There are a number of community spaces on the site. These include the Office Building/Head Start, the Activity Center/Gym and the Campau Center. Renovation and improvements to these buildings have been covered in the corresponding items above.

COMMERCIAL, RECREATION, LEARNING CENTERS

50 Other

Not applicable.

ADDITIONAL NEEDS

51 Section 3 Compliance in Addition to Above

Section 3 opportunities would include all cyclic items (painting, downspouts, floor finish, smoke detector cleaning, etc.) where tenants could be hired, trained and paid to complete the work.

52 Section 504

All of the apartments on the site with the exception of Type A and Type F are two-story apartments. Type F apartments are one-story with a basement. Types D, E and J have bedrooms on the first floor. Apartment Types A, D, E, F and J must be considered for 504 compliance.

HUD generally requires 5% of the total apartments on the site comply with Section 504 requirements. This value is subject to change based upon the 504 Assessment for Housing Commission properties.

111 apartments x 0.05 = 6 apartments

52 Section 504

There is currently one Type A apartment which appears to meet 504 compliance. It is our recommendation that the remaining five be one of each Type A, D, E, F and J.

We further recommend that any other apartments be upgraded for a visually-impaired person on an as-needed basis.

Years 2 thru 5:

Convert 5 apartments to meet 504 standards, 5 apartments @ $15,000.00/apartment (See Items 32 and 36 for bath and kitchen work)	$	75,000

53 Supportive Services

Not applicable.

ADDITIONAL NEEDS

54 Drug Prevention

Not applicable.

55 Crime Prevention

Not applicable.

56 Personnel Needs

The Housing Commission currently has one maintenance technician and one custodial staff member at Campau Commons. The Housing Commission would like one additional maintenance technician and one additional custodial staff member.

Years 2 thru 5:

Maintenance technician pay and benefits, $45,000.00/year @ 4 years	$	180,000
Custodial staff pay and benefits, $30,000.00/year @ 4 years	$	120,000

Years 6 thru 10:

Maintenance technician pay and benefits, $45,000.00/year @ 5 years	$	225,000
Custodial staff pay and benefits, $30,000.00/year @ 5 years	$	150,000

Years 11 thru 15:

Maintenance technician pay and benefits, $45,000.00/year @ 5 years	$	225,000
Custodial staff pay and benefits, $30,000.00/year @ 5 years	$	150,000

Years 16 thru 20:

Maintenance technician pay and benefits, $45,000.00/year @ 5 years	$	225,000
Custodial staff pay and benefits, $30,000.00/year @ 5 years	$	150,000

ADDITIONAL NEEDS

56 Personnel Needs (Cont.)

Years 21 thru 25:

Maintenance technician pay and benefits, $45,000.00/year @ 5 years	$	225,000
Custodial staff pay and benefits, $30,000.00/year @ 5 years	$	150,000

57 Modernization

Not applicable.

58 Other Additional Needs (explain)

Not applicable.

END OF SUMMARY OF PROJECT PROFILE BY LINE ITEM

CAPITAL NEEDS ASSESSMENT TABULATION FORM

CAPITAL NEEDS ASSESSMENT TABULATION

JamesChildsArchitects
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CAMPAU COMMONS
HUD Project Nos. MI 73-1 & 73-3

Work Items	Unit Cost	Units	Qnty.	Cost	ECO Life	Year -1-	Years 2-5	Years 6-10	Years 11-15	Years 16-20	Years 21-25
ENVIRONMENTAL											
1. Asbestos											
2. CFC's											
3. Lead-Based Paint											
Lead Testing	2,500.00	Project	1	2,500	—	2,500					
4. PCB's											
5. Underground Storage Tanks											
6. Total Environmental											
SUBTOTAL						2,500	0	0	0	0	0
EXTERIOR											
7. Walls, Foundations											
Replace Aluminum Siding At Apt. Buildings	4.50	S.F.	23,500	105,800	25		105,800				
Miscellaneous Repairs at Bldg. Foundations	500.00	Year	24	12,000	5		2,000	2,500	2,500	2,500	2,500
Clean and Reseal Brick Veneer	0.90	S.F.	108,600	97,800	10		32,600		32,600		32,600
Replace Aluminum Siding at Office/Head Start	4.50	S.F.	800	3,600	25		3,600				
Clean and Reseal Brick and CMU at Office/H.S.	0.90	S.F.	4,800	4,500	10		1,500		1,500		1,500
Tuckpoint Brick (5%) at All Apartment Bldgs.	25.00	S.F.	1,800	45,000	20				45,000		
Tuckpoint Brick/CMU (5%) at Office/Head Start	25.00	S.F.	108,600	2,000	20				2,000		
8. Roofs, Flashing, Vents											
Paint All Furnace Flues	50.00	Each	114	5,700	25	5,700					
Repaint Cedar Fascia at Activity Center	0.75	L.F.	1,350	1,200	5	200	200	200	200	200	200
Replace Roof at Office/Head Start Bldg.	2.50	S.F.	4,000	10,000	20	10,000					
Replace Roof at Campau Center	2.50	S.F.	1,000	2,500	20	2,500					
Replace Aluminum Trim at Office/Head Start Bldg.	3.20	S.F.	3,240	10,400	20	10,400					
Replace Aluminum Trim at Campau Center	3.20	S.F.	1,200	3,900	20	3,900					
Reroof All Apartment Buildings	2.50	S.F.	156,000	390,000	20		195,000				195,000
Replace Aluminum Fascia/Trim at Apt. Bldgs.	3.20	S.F.	100,156	322,560	20		134,400				188,160
Add Porch Roof (Entire Structure) at Apartments	1,500.00	Each	142	213,000	20		213,000				
Replace Aluminum Vented Soffits at 20 Apt. Bldgs.	3.00	S.F.	19,200	57,600	20		24,000				33,600
Reroof Activity Center	2.50	S.F.	4,500	11,300	20			11,300			
Reroof All Porches	2.50	S.F.	1,100	2,800	20						2,800
9. Gutters, Downspouts											

Work Items	Unit Cost	Units	Qnty.	Cost	ECO Life	Year -1-	Years 2-5	Years 6-10	Years 11-15	Years 16-20	Years 21-25
10. Walks, Steps, Railings											
Remove and Replace Concrete Walks	6.50	S.F.	500	3,300	25	3,300					
Replace Railing at Barrier-Free Unit	30.00	L.F.	80	2,400	20	2,400					
Install Railings at Front Entry to 110 Apartments	40.00	L.F.	990	39,600	20	39,600					
Miscellaneous Concrete Work	1,000.00	Year	24	24,000	5		4,000	5,000	5,000	5,000	5,000
Preventive Maintenance at Concrete Steps	500.00	Each	10	5,000	5		1,000	1,000	1,000	1,000	1,000
Paint Railings at Concrete Stairs	4.25	L.F.	500	2,125	5		425	425	425	425	425
Repaint Railings at All Apartments	4.25	L.F.	2,970	12,600	10		4,200		4,200		4,200
11. Fences, Walls, Gates											
Repair Perimeter Chain Link Fence	1,500.00	Project	1	1,500	—	1,500					
Repair Chain Link Fence at Retaining Wall	500.00	Project	1	500	—	500					
Stain and Waterproof Wood Privacy Fences	0.45	S.F.	38,000	17,100	5		3,600	4,500	4,500	4,500	
Miscellaneous Repairs to Concr. Retaining Walls	200.00	Year	24	4,800	1		800	1,000	1,000	1,000	1,000
Install Privacy Fences	300.00	Each	17	5,100	20		5,100				
Install Chain Link End Fences at Apartments	80.00	Each	8	700	1		700				
Install Fencing Across Site to Direct Traffic, Etc.	40.00	S.F.	1,200	48,000	1		48,000				
Replace Perimeter Chain Link Fence	16.00	L.F.	1,050	16,800	1					16,800	
Replace Privacy Fences at All Apartments	450.00	Each	83	37,400	1						37,400
Replace Chain Link End Fences at All Apartments	80.00	Each	40	3,200	5						3,200
12. Porches, Balconies											
Expand Concrete Patios	6.50	S.F.	1,450	9,400	25	9,400					
Replace/Repair Misc. Concrete at Porches	650.00	Year	24	15,600	20		2,600	3,250	3,250	3,250	3,250
13. Fire Escapes											
14. Doors, Windows, Screens											
Replace Front Entry Doors, Hardware & Frames	800.00	Each	112	88,800	25		88,800				
Replace Rear Entry Doors, Hardware & Frames	800.00	Each	48	37,600	25		37,600				
Replace Sliding Glass Doors, Hardware & Frames	1,500.00	Each	64	96,000	25		96,000				
Replace All Windows	600.00	Each	400	240,000	25		240,000				
Replace Hollow Metal Doors at Office/Head Start	800.00	Each	5	4,000	25		4,000				
Replace Windows at Office/Head Start Bldg.	600.00	Each	15	9,000	25		9,000				
Replace Front/Rear Storm Doors at All Apts.	350.00	Each	320	112,000	15			56,000			56,000
Replace Hollow Metal Doors at Activity Center	800.00	Each	3	2,400	25				2,400		
Replace Windows at Activity Center	600.00	Each	22	13,200	25				13,200		
Replace Garage Door at Office/Head Start Bldg.	1,200.00	Project	1	1,200	25					1,200	
15. Garages, Carports											
16. Storage, Utility Buildings											
17. Swimming Pools											

Work Items	Unit Cost	Units	Qnty.	Cost	ECO Life	Year -1-	Years 2-5	Years 6-10	Years 11-15	Years 16-20	Years 21-25
18. Benches, Play Areas											
Replace Mulch at Play Area	3.20	S.Y.	12,500	40,000	20	1,600	6,400	8,000	8,000	8,000	8,000
Replace Play Equipment	25,000.00	Project	1	25,000	20					25,000	
19. Project Signs											
Repair and Repaint Existing Project Sign	500.00	Project	1	500	25	500					
Run Elec. to Existing Proj. Sign & Install Lighting	2,000.00	Project	1	2,000	25	2,000					
Install Two Brick Project Signs with Lighting	12,000.00	Project	1	12,000	25		12,000				
20. Parking Lots, Paving, Curbs											
Reapplication of Sealcoat and Restriping	0.20	S.F.	800,000	160,800	25		40,200	40,200	40,200		40,200
Patch and Resurface Parking Areas	1.60	S.F.	100,000	160,000	25					160,000	
Replace 15% of Parking Area Curbs	15.00	L.F.	800	12,000	25					12,000	
21. Lawns, Plantings											
Add and Improve Mulch Beds	500.00	Each	28	14,000	—	14,000					
Landscape Improvements	2,000.00	Per Year	25	50,000	1	2,000	8,000	10,000	10,000	10,000	10,000
Trim and Shape Mature Trees Across Site	1,500.00	Year	25	37,500	10	1,500	6,000	7,500	7,500	7,500	7,500
Lawn Restoration	500.00	Per Year	24	12,000	10		2,000	2,500	2,500	2,500	2,500
22. Site Drainage, Irrigation System											
Re-Engineer Parking Lot Drainage	150,000.00	Project	1	150,000	25+	150,000					
Correct Grade at 25% of Bldgs. on Site	2,000.00	Bldg.	14	28,000	20		14,000				14,000
Correct Miscellaneous Drainage & Ponding	10,000.00	Project	2	20,000	20		10,000				10,000
23. Exterior Lighting											
Replace Exterior Apartment Lights	250.00	Each	444	111,000	25+		55,500				55,500
Remove Existing Pole Lights	300.00	Each	10	3,000	25+		3,000				
Install New Site Lighting Package	2,500.00	Each	50	150,000	25+		150,000				
Remove Existing Wall Pack Lights from Bldgs.	300.00	Each	5	1,500	25+		1,500				
24. Exterior Painting											
Sand, Patch, Prime & Paint Exterior Doors/Frames	75.00	Each	664	50,000	10			12,500	12,500	12,500	12,500
25. Underground Utilities											
26. Security Systems											
27. Other Exterior											
SUBTOTAL						261,000	1,566,525	165,875	199,475	273,375	728,035
INTERIOR											
28. Insulation											
Add Blown-In Insulation at All Attics	0.70	S.F.	98,900	69,200	25+	69,200					
29. Caulking, Weatherstripping											
Recaulk All Activity Center Windows	2.00	L.F.	700	1,400	20		700				700
Recaulk All Apartment Windows	2.00	L.F.	12,800	25,600	10				12,800		12,800
Recaulk All Office/Head Start Building Windows	2.00	L.F.	480	1,000	25				500		500

Work Items	Unit Cost	Units	Qnty.	Cost	ECO Life	Year -1-	Years 2-5	Years 6-10	Years 11-15	Years 16-20	Years 21-25
30. Flooring											
Sand and Recoat Wood Floors at All Apartments	2.00	S.F.	104,000	208,000	15	104,000			104,000		
Replace Wall Base with Wood Wall Base	2.25	L.F.	28,000	63,450	20	63,450					
Replace VCT at Type A Apartments	2.70	S.F.	500	1,350	20	1,350					
Replace VCT at Type F Apartments	2.70	S.F.	500	1,350	20	1,350					
Replace VCT at All Other Apartments	2.70	S.F.	3,400	22,700	25	22,700					
Replace Wall Base with Wood Wall Base (Type A)	2.25	L.F.	200	450	25	450					
Replace Wall Base with Wood Wall Base (Type F)	2.25	L.F.	200	450	25	450					
Replace Wall Base w/Wood Base (All Oth. Apts.)	2.25	L.F.	4,200	9,500	25	9,500					
Replace VCT at Office/Head Start Building	2.70	S.F.	1,700	4,600	20			4,600			
Replace Vinyl Wall Base at Office/Head Start Bldg.	1.65	L.F.	350	600	25			600			
Replace Carpet at Office/Head Start Bldg.	20.00	S.Y.	55	1,100	25			1,100			
Restain/Paint Wood Wall Base	0.50	L.F.	33,200	16,600	25				16,600		
Replace Gym Floor at Activity Center	10.40	S.F.	2,400	25,000	20-25					25,000	
Replace Vinyl Wall Base at Activity Center	1.65	L.F.	600	1,000	20-25					1,000	
Replace VCT at Activity Center	1.70	S.F.	1,400	2,400	20-25					2,400	
31. Stairs, Halls											
Replace Resilient Treads (Types B/C/D/E/G/H/I)	350.00	Apt.	94	65,800	15		32,900				32,900
Replace Stairway Handrails (Types B/C/D/E/G/H/I)	200.00	Apt.	94	18,800	25			18,800			
Replace Basement Stairs, Including Railing	1,000.00	Each	96	96,000	15			96,000			
32. Doors, Cabinets, Closets											
Replace Kitchen Cabinets & Countertops	3,500.00	Apt.	111	388,500	25	388,500					
Replace Interior Passage Doors (Type A)	600.00	Each	48	28,800	25		28,800				
Replace Interior Passage Doors (Type B)	600.00	Each	50	30,000	25		30,000				
Replace Interior Passage Doors (Type C)	600.00	Each	40	24,000	25		24,000				
Replace Interior Passage Doors (Type D)	600.00	Each	28	16,800	25		16,800				
Replace Interior Passage Doors (Type E)	600.00	Each	16	9,600	25		9,600				
Replace Interior Passage Doors (Type F)	600.00	Each	10	6,000	25		6,000				
Replace Interior Passage Doors (Type G)	600.00	Each	234	140,400	25		140,400				
Replace Interior Passage Doors (Type H)	600.00	Each	208	124,800	25		124,800				
Replace Interior Passage Doors (Type I)	600.00	Each	80	48,000	25		48,000				
Replace Interior Passage Doors (Type J)	600.00	Each	72	43,200	25		43,200				
Replace Closet Doors w/Wood Bi-Fold (Type A)	450.00	Each	64	28,800	25		28,800				
Replace Closet Doors w/Wood Bi-Fold (Type B)	450.00	Each	40	10,800	25		10,800				
Replace Closet Doors w/Wood Bi-Fold (Type C)	450.00	Each	40	18,000	25		18,000				
Replace Closet Doors w/Wood Bi-Fold (Type D)	450.00	Each	24	10,800	25		10,800				
Replace Closet Doors w/Wood Bi-Fold (Type E)	450.00	Each	14	6,300	25		6,300				
Replace Closet Doors w/Wood Bi-Fold (Type F)	450.00	Each	4	1,800	25		1,800				
Replace Closet Doors w/Wood Bi-Fold (Type G)	450.00	Each	26	11,700	25		11,700				

Work Items	Unit Cost	Units	Qnty.	Cost	ECO Life	Year -1-	Years 2-5	Years 6-10	Years 11-15	Years 16-20	Years 21-25
Replace Closet Doors w/Wood Bi-Fold (Type H)	450.00	Each	26	11,700	20		11,700				
Replace Closet Doors w/Wood Bi-Fold (Type I)	450.00	Each	50	22,500	25		22,500				
Replace Closet Doors w/Wood Bi-Fold (Type J)	450.00	Each	24	10,800	25		10,800				
Replace Interior Doors at Office/Head Start Bldg.	700.00	Each	6	4,200	25			4,200			
Replace Interior Doors at Activity Center	700.00	Each	10	7,000	25					7,000	
33. Curtains, Shades, Blinds											
34. Major Kitchen Appliances											
Replace Range/Ovens at All Apartments	550.00	Each	111	61,000	25	61,000					
Replace Non-Ducted Range Hoods At All Apts.	350.00	Each	104	36,400	25	36,400					
Replace Thru-Wall Exhaust Fans	500.00	Each	7	3,500	25	3,500					
Replace Garbage Disposals at All Apartments	200.00	Each	111	22,200	25	22,200					
Replace Refrigerators at All Apartments	550.00	Each	111	61,000	25		61,000				
35. Electric Fixtures and System											
36. Plumbing Fixtures & System											
Replace Kitchen Sinks/Faucets at All Apartments	480.00	Each	111	53,300	25	53,300					
Replace Hose Bibs at All Apartment Buildings	75.00	Each	108	8,100	25	8,100					
Replace Bath & Shower Controls	250.00	Each	130	32,500	25		32,500				
Replace Ceramic Tile Surrounds at Bathtubs	500.00	Each	130	65,000	25		65,000				
Replace Vanities/Lavatories/Faucets at All Baths	550.00	Each	144	79,200	25		79,200				
Replace Water Cooler at Office/Head Start Bldg.	700.00	Project	1	700	25		700				
Replace Head Start Toilet	300.00	Project	1	300	25		300				
Replace Head Start Lavatory	400.00	Project	1	400	25		400				
Replace Head Start Bathroom Accessories	800.00	Project	1	800	25		800				
Replace Toilets at All Bathrooms	300.00	Each	144	43,200	25		43,200				
Replace Lavatory at Office Bathroom	400.00	Project	1	400	25				400		
Replace Toilet at Office Bathroom	300.00	Project	1	300	25				300		
Replace Bathroom Accessories at Office Bathroom	800.00	Project	1	800	25				800		
Replace Water Cooler at Activity Center	700.00	Project	1	700	25				700		
Replace Toilets in Bathrooms at Activity Center	300.00	Each	4	1,200	25						1,200
Replace Lavs & Cntrtops. at Baths in Activity Ctr.	600.00	Each	4	2,800	25						2,800
Replace Urinals at Men's Bath. in Activity Center	250.00	Each	2	500	25						500
Replace Bathroom Accessories in Activity Center	2,000.00	Project	1	2,000	25						2,000
37. Heating & Air Conditioning											
Replace Furnaces and Add A/C at All Apartments	4,000.00	Each	112	448,000	25		448,000				
Replace HVAC Grilles At All Apartments	15.00	Each	888	13,300	25		13,300				
Replace Furnace at Office/Head Start Bldg.	2,500.00	Project	1	2,500	25			2,500			
Replace A/C Condenser at Office/Head Start Bldg.	1,500.00	Project	1	1,500	25			1,500			
Replace Gas Heater at Maint. in Office/Head Start	1,000.00	Project	1	1,000	25			1,000			
Replace Furnace at Activity Center	2,500.00	Each	3	7,500	25					7,500	
Replace A/C Condensers at Activity Center	1,500.00	Each	3	4,500	25					4,500	

Work Items	Unit Cost	Units	Qnty.	Cost	ECO Life	Year -1-	Years 2-5	Years 6-10	Years 11-15	Years 16-20	Years 21-25
38. Hot Water, Boiler System											
Replace Water Heaters	350.00	Each	194	67,800	25		29,000		9,800		29,000
Replace Water Heater at Office/Head Start Bldg.	500.00	Project	1	500	25			500			
Replace Water Heater at Activity Center	800.00	Project	1	800	25				800		
39. Laundry Rooms											
Install Rigid Dryer Duct at All Apts. w/Hookups	100.00	Each	96	9,600	25+	9,600					
40. Interior Lighting											
Replace Kitchen Light Fixtures	175.00	Each	111	19,400	25		19,400				
Replace Bathroom Light Fixtures	175.00	Each	144	25,200	25		25,200				
Replace Incandescent Fixtures at Office/Head Start	150.00	Each	3	450	25		450				
Replace Incand. Fixtures in Maint. at Office/H.S.	750.00	Project	1	750	25			750			
Replace Incand. Bath Fixtures in Office/H.S.	175.00	Each	4	700	25			700			
Replace Fluor. Fixtures at Office of Office/H.S.	225.00	Each	6	1,350	25				1,350		
Replace Fluor. Fixtures at Head Start Area	200.00	Each	30	6,000	25				6,000		
Replace All Fixtures at Activity Center	10,000.00	Project	1	10,000	25						10,000
41. Interior Painting											
Repair Gypsum Board Walls	2.50	S.F.	16,800	42,000	5	14,000			14,000		14,000
Repaint All Apartment Interiors	1,000.00	Each	555	555,000	5	111,000		111,000	111,000	111,000	111,000
Repaint Office Interiors	3,000.00	Project	5	15,000	5		3,000	3,000	3,000	3,000	3,000
Repaint Activity Center Interiors	5,000.00	Project	5	25,000	5		5,000	5,000	5,000	5,000	5,000
42. Elevators											
43. Fire Safety/Detctn./Prev.											
Clean Smoke Detectors at All Apartments	50.00	Apt.	666	33,300	2	5,550	5,550	5,550	5,550	5,550	5,550
Replace Smoke Detectors at All Apartments	100.00	Each	602	60,200	10			30,100		30,100	
Replace Lithium Smoke Detectors at All Apts.	100.00	Each	290	29,000	10			29,000			
44. Other Interior											
SUBTOTAL						985,600	1,470,400	315,900	292,600	202,050	230,950
COMMERCIAL, RECREATION,											
LEARNING CENTERS											
45. Common Area Serving Kitchen											
Replace Kitchen Cabinets at Head Start Area	3,500.00	Project	1	3,500	25			3,500			
Replace Range at Head Start Area	550.00	Project	1	550	25			550			
Replace Refrigerator at Head Start Area	550.00	Project	1	550	25			550			
Replace Microwave at Head Start Area	300.00	Project	1	300	25			300			
Replace Sink and Faucet at Head Start Area	800.00	Project	1	800	25			800			
Replace Kitchenette Cabinets at Activity Center	250.00	Project	1	2,500	25				2,500		
Replace Microwave at Activity Center	300.00	Project	1	300	25				300		
Replace Sink and Faucet at Activity Center	300.00	Project	1	300	25				300		
46. Congregate Dining Room											

Work Items	Unit Cost	Units	Qnty.	Cost	ECO Life	Year -1-	Years 2-5	Years 6-10	Years 11-15	Years 16-20	Years 21-25
47. Day Care Center											
48. Recreation Room											
49. Community Spaces											
50. Other											
SUBTOTAL						0	0	5,700	3,100	0	0
ADDITIONAL NEEDS											
51. Section 3 Compliance											
52. Section 504											
Convert 5 Apartments to Meet 504 Standards	15,000.00	Apt.	5	75,000	—		75,000				
53. Supportive Services											
54. Drug Prevention											
55. Crime Prevention											
56. Personnel Needs											
Maintenance Technician Pay & Benefits	45,000.00	Year	24	1,080,000	—		180,000	225,000	225,000	225,000	225,000
Custodial Staff Pay & Benefits	30,000.00	Year	24	720,000	—		120,000	150,000	150,000	150,000	150,000
57. Modernization											
58. Other Additional Needs											
SUBTOTAL						0	375,000	375,000	375,000	375,000	375,000
GRAND TOTAL						1,249,100	3,411,925	862,475	870,175	850,425	1,333,985

UNIT SURVEY SUMMARY

UNIT SURVEY SUMMARY

CAMPAU COMMONS
Grand Rapids Housing Commission
Grand Rapids, Michigan

The following information is tabulated from Unit Surveys distributed to tenants in November, 2003. 46 out of 111 possible responded as follows:

1. **Unit Access**:

Outside Front Door (Unit)	Need Repair (18 Responses)
Outside Rear Door (Unit)	Need Repair (6 Responses)
Outside Rear Screen Door (Unit)	Need Repair (9 Responses)
Sliding Glass Door (Unit)	Need Repair (9 Responses)
Sliding Screen Door (Unit)	Need Repair (8 Responses)
Patio/Balcony	Need Repair (4 Responses)

Other:

- Mailbox Needs Repair (Need New) (2 Responses)
- Porch Night Light Needs Repair (Need New)
- Front Screen Door Needs Repair
- Doorbell Needs Repair
- Lightbulb Front Door
- Front and Back Door has Lots of Cold Air Coming In
- Vines Coming Up Through Brick

2. **Kitchen**:

Windows, Screens	Need Repair (13 Responses)	
Flooring	Need Repair (21 Responses)	
Electrical & Light Fixtures	Need Repair (7 Responses)	
Ceiling	Need Repair (6 Responses)	Need Paint (1 Response)
Doors	Need Repair (7 Responses)	Need Paint (1 Response)
Walls & Baseboards	Need Repair (17 Responses)	Need Paint (2 Responses)
Cabinets & Shelves	Need Repair (12 Responses)	
Countertop & Drawers	Need Repair (16 Responses)	
Plumbing/Sinks/Faucets	Need Repair (17 Responses)	
Range	Need Repair (13 Responses)	
Refrigerator	Need Repair (13 Responses)	
Disposal Unit	Need Repair (7 Responses)	

Other:

- Fan Over Stove Needs Repair (Was Old When Moved In)
- The Floors Need to be Retiled and Wood Floors Revarnished
- Sliding Door Cabinets Need Repair
- Wall in Dining Area is Crumbling
- Needs Painting

3. **Living Room**:

Windows, Screens	Need Repair (7 Responses)	
Flooring	Need Repair (14 Responses)	
Electrical & Light Fixtures	Need Repair (11 Responses)	
Ceiling	Need Repair (14 Responses)	Need Paint (2 Responses)
Doors	Need Repair (5 Responses)	
Walls & Baseboards	Need Repair (12 Responses)	Need Paint (2 Responses)
A/C & Heating System	Need Repair (1 Response)	
Other:		
Needs Painting		

4. **Bedroom One**:

Windows, Screens	Need Repair (12 Responses)	
Flooring	Need Repair (10 Responses)	
Electrical & Light Fixtures	Need Repair (7 Responses)	
Ceiling	Need Repair (6 Responses)	Need Paint (2 Responses)
Doors	Need Repair (6 Responses)	Need Paint (1 Response)
Walls & Baseboards	Need Repair (9 Responses)	Need Paint (4 Responses)
Closets	Need Repair (2 Responses)	
Other:		
Needs Painting		

5. **Bedroom Two**:

Windows, Screens	Need Repair (11 Responses)	
Flooring	Need Repair (5 Responses)	
Electrical & Light Fixtures	Need Repair (3 Responses)	
Ceiling	Need Repair (1 Response)	
Doors	Need Repair (1 Response)	Need Paint (1 Response)
Walls & Baseboards	Need Repair (6 Responses)	Need Paint (3 Responses)
Closets	Need Repair (2 Responses)	
Other:		
Needs Painting		

6. **Bedroom Three**:

Windows, Screens	Need Repair (7 Responses)	
Flooring	Need Repair (3 Responses)	
Electrical & Light Fixtures	Need Repair (4 Responses)	
Ceiling		
Doors	Need Repair (2 Responses)	
Walls & Baseboards	Need Repair (2 Responses)	Need Paint (1 Response)
Closets	Need Repair (1 Response)	
Other		

7. **Bedroom Four**:

Windows, Screens	Need Repair (2 Responses)	
Flooring	Need Repair (1 Response)	
Electrical & Light Fixtures	Need Repair (2 Responses)	
Ceiling		
Doors	Need Repair (1 Response)	
Walls & Baseboards		Need Paint (1 Response)
Closets		
Other		

8. **Bathroom One - Downstairs**:

Windows, Screens		
Flooring	Need Repair (5 Responses)	
Electrical & Light Fixtures		
Ceiling	Need Repair (4 Responses)	
Doors	Need Repair (2 Responses)	
Walls & Baseboards	Need Repair (4 Responses)	Need Paint (2 Responses)
Cabinets & Shelves	Need Repair (2 Responses)	
Countertop & Drawers	Need Repair (6 Responses)	
Plumbing/Sinks/Faucets	Need Repair (10 Responses)	
Bathtub & Shower	Need Repair (11 Responses)	
Toilets/Mirrors	Need Repair (8 Responses)	
Towel & Tissue Bars	Need Repair (9 Responses)	
Hot Water & Water Heater		
Other:		
Sink and Tub are Awful		

9. **Bathroom Two - Upstairs**:

Windows, Screens	Need Repair (2 Responses)	
Flooring	Need Repair (10 Responses)	
Electrical & Light Fixtures	Need Repair (5 Responses)	
Ceiling	Need Repair (2 Responses)	
Doors	Need Repair (7 Responses)	
Walls & Baseboards	Need Repair (9 Responses)	Need Paint (1 Response)
Cabinets & Shelves	Need Repair (4 Responses)	
Countertop & Drawers	Need Repair (6 Responses)	
Plumbing/Sinks/Faucets	Need Repair (12 Responses)	
Bathtub & Shower	Need Repair (15 Responses)	
Toilets/Mirrors	Need Repair (7 Responses)	
Towel & Tissue Bars	Need Repair (9 Responses)	
Hot Water & Water Heater	Need Repair (1 Response)	
Other:		
Sink and Tub are Bad		
Needs Painting		

Miscellaneous Comments:

1. Downstairs, the closet and basement doors need to be replaced.

2. Cockroaches and mice in apartment.

3. My apartment needs painting.

4. I remodeled my bathroom to the best of my knowledge. I redid the floor and painted and put up towel fixtures in the shower. I also decorated the frame around the mirror. I painted the kitchen and put in light switch covers. I painted the living room and put a sectional rug on the floor.

5. Front door - cold air comes through the bottom part. Same thing with the back door. My kitchen sink is rusted. The cabinet and shelves are lopsided. My bathroom faucet leaks water when you turn it on. The bathtub has chipped paint all around it. My whole entire home needs to be sprayed for spiders. Thanks.

6. No hookup for dryer in basement.

7. Need locks on bedroom doors.

8. Bedroom closets not big enough.

END OF UNIT SURVEY SUMMARY

APPENDIX A

ATTACHMENT 16: CERTIFICATION OF SEVERE PHYSICAL DISTRESS

I hereby certify that:

1. I am a licensed engineer _____ architect __X__ (check one).

2. I am not an employee of the applicant public housing authority or unit of local government in which the public housing project identified below is located.

3. The public housing development listed below meets (in the manner described in either subparagraph (A) or (B) below) the following definition of severe physical distress:

> *Requires major redesign, reconstruction or redevelopment, or partial or total demolition, to correct serious deficiencies in the original (including inappropriately high population density), deferred maintenance, physical deterioration or obsolescence of major systems, and other deficiencies in the physical plant of the project.*

Check one:

A. __X__ The development currently meets the above definition of severe physical distress; or

B. _____ The development has been legally demolished and HUD has not yet provided replacement housing assistance, other than tenant-based assistance, for the demolished units. However, the development satisfied the definition of severe physical distress (as defined above) as of the day the demolition was approved by HUD.

Name: James E. Childs

Signature: _____ 1/7/04
Date

License Number: 1301024981 State of Registration: Michigan

Applicant PHA: Grand Rapids Housing Commission

Development Name: Campau Commons, HUD Project Nos. MI 73-1 & 73-3

Warning: HUD will prosecute false claims and statements. Conviction may result in the imposition of criminal and civil penalties. (18 U.S.C. 1001, 1010, 1012, 31 U.S.C. 3729, 3802)

APPENDIX B

Public Reporting Burden for this collection of information is estimated to average 40 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (2502-0505), Washington, DC 20503. **Do not send this completed form to either of the above addresses.**

Authority: The United States Department of Housing and Urban Development (HUD) is authorized to collect this information by Title IV of the Housing and Community Development Act of 1992, as amended Multifamily Housing Property Disposition Reform of 1994 and Section 531 of the Departments of Veterans Affairs and Housing and Urban Development, and Independent Agencies Appropriations Act, 1998, P.L. 105.65, 1998. The Comprehensive Needs Assessment is a description of current and future financial resources and needs of certain multifamily projects. The information provided on this form will enable the Department to determine the amounts of grant assistance. Furnishing the information is voluntary; however, failure to provide it may result in your not receiving your grant assistance. **Disclosure of this information is voluntary.**

Basic Identification		
1	**FHA/Project Number**	MI 73-1 & MI 73-3
2	**Project Name & Address**	Campau Commons 835 Commons Southwest Grand Rapids, Michigan 49507
3	**Contact Name**	Andy Taylor Construction Rehabilitation Coordinator
4	**Telephone Number**	(616) 235-2600
5	**Comprehensive Needs Assessment (CNA) Completed Date**	1/9/04
6	**Assessor Name & Address**	James Childs Architects 521 West Colfax Avenue South Bend, Indiana 46601
7	**Contact name**	Mark W. Leblang
8	**Telephone Number**	(574) 288-2052
9	**Owner/Management Agent Name & Address**	Grand Rapids Housing Commission 50 Ransom Avenue Grand Rapids, Michigan 49503
10	**Contact Name**	Andy Taylor Construction Rehabilitation Coordinator

11	**Telephone numbers**	(616) 235-2600
12	**Section of the Act (includes purchase money mortgages)**	—
13	**Enter a number 1=FHA-insured 2=HUD held 3=State agency**	
14	**Enter a number 1=Elderly 2=Family 3=Other**	2
15	**Date of Final Endorsement/Closing**	—
16	**Date of mortgage maturity**	—
17	**Mortgage Unpaid Principal Balance**	—
18	**Reserve Fund for Replacements Balance**	—
19	**Residual Receipts Balance**	—
Subsidy Type by Dwelling Unit		
20	**Section 8 NC/Sub Rehab Units including 202/8**	N/A
21	**Section 8 Loan Mgmt. Set Aside Units**	N/A
22	**Section 8 Property Disposition Units**	N/A
23	**Rent Supplement Units**	N/A
24	**Rap Units**	N/A
25	**Total Rent-Subsidized Units**	N/A
Basic Identification		
26	**Non Rent-Subsidized Units**	
27	**Total Units**	111
28	**Vacant Units**	3
29	**Households Surveyed**	111
30	**Households Responded**	46

Assessment Needs

A Item Number	B Item Name	C Immediate (Year 1)	D Years 2 thru 5	E Years 6 thru 10	F Years 11 thru 15	G Years 16 thru 20	H Years 21 thru 25	I Total
	Environmental							
31	**Asbestos**	0	0	0	0	0	0	0
32	**CFC's**	0	0	0	0	0	0	0
33	**Lead-Based Paint**	2,500	0	0	0	0	0	2,500
34	**PCB's**	0	0	0	0	0	0	0
35	**Underground Storage Tanks**	0	0	0	0	0	0	0
36	**Total Environmental**	2,500	0	0	0	0	0	2,500
	Exterior							
37	**Walls, Foundations**	0	145,500	2,500	83,600	2,500	36,600	270,700
38	**Roofs, Flashing, Vents**	32,700	566,600	11,500	200	200	419,760	1,030,960
39	**Gutters, Downspouts**	0	0	0	0	0	0	0
40	**Walks, Steps, Railings**	45,300	9,625	6,425	10,625	6,425	10,625	89,025
41	**Fences, Walls, Gates**	2,000	58,200	5,500	5,500	22,300	41,600	135,100
42	**Porches, Balconies**	9,400	2,600	3,250	3,250	3,250	3,250	25,000
43	**Fire Escapes**	0	0	0	0	0	0	0
44	**Doors, Windows, Screens**	0	475,400	56,000	15,600	1,200	56,000	604,200
45	**Garages, Carports**	0	0	0	0	0	0	0
46	**Storage, Utility Buildings**	0	0	0	0	0	0	0
47	**Swimming Pools**	0	0	0	0	0	0	0
48	**Benches, Play Areas**	1,600	6,400	8,000	8,000	33,000	8,000	65,000
49	**Project Signs**	2,500	12,000	0	0	0	0	14,500
50	**Parking Lots, Paving, Curbs**	0	40,200	40,200	40,200	172,000	40,200	332,800
51	**Lawns, Plantings**	17,500	16,000	20,000	20,000	20,000	20,000	113,500
52	**Site Drainage, Irrigation System**	150,000	24,000	0	0	0	24,000	198,000
53	**Exterior Lighting**	0	210,000	0	0	0	55,500	265,500
54	**Exterior Painting**	0	0	12,500	12,500	12,500	12,500	50,000
55	**Underground Utilities**	0	0	0	0	0	0	0
56	**Security Systems**	0	0	0	0	0	0	0
57	**Other Exterior (explain)**	0	0	0	0	0	0	0
58	**Total Exterior**	261,000	1,566,525	165,875	199,475	273,375	728,035	3,194,285
	Interior							
59	**Insulation**	69,200	0	0	0	0	0	69,200
60	**Caulking, Weatherstripping**	0	700	0	13,300	0	14,000	28,000
61	**Flooring**	203,250	0	6,300	120,600	28,400	0	358,550
62	**Stairs, Halls**	0	32,900	114,800	0	0	32,900	180,600
63	**Doors, Cabinets, Closets**	388,500	604,800	4,200	0	7,000	0	1,004,500
64	**Curtains, Shades, Blinds**	0	0	0	0	0	0	0
65	**Major Kitchen Appliances**	123,100	61,000	0	0	0	0	184,100
66	**Electric Fixtures and System**	0	0	0	0	0	0	0
67	**Plumbing Fixtures and System**	61,400	222,100	0	2,200	0	6,500	292,200
68	**Heating & Air Conditioning**	0	461,300	5,000	0	12,000	0	478,300

Assessment Needs

A Item Number	B Item Name	C Immediate (Year 1)	D Years 2 thru 5	E Years 6 thru 10	F Years 11 thru 15	G Years 16 thru 20	H Years 21 thru 25	I Total
	Interior							
69	**Hot Water, Boiler System**	0	29,000	500	10,600	0	29,000	69,100
70	**Laundry Rooms**	9,600	0	0	0	0	0	9,600
71	**Interior Lighting**	0	45,050	1,450	7,350	0	10,000	63,850
72	**Interior Painting**	125,000	8,000	119,000	133,000	119,000	133,000	637,000
73	**Elevators**	0	0	0	0	0	0	0
74	**Fire Safety/Detection/Prevention**	5,550	5,550	64,650	5,550	35,650	5,550	122,500
75	**Other Interior (explain)**	0	0	0	0	0	0	0
76	**Total Interior**	985,600	1,470,400	315,900	292,600	202,050	230,950	3,497,500
	Commercial, Recreation, Learning Centers							
77	**Common Area Serving Kitchen**	0	0	5,700	3,100	0	0	8,800
78	**Congregate Dining Room**	0	0	0	0	0	0	0
79	**Day Care Center**	0	0	0	0	0	0	0
80	**Recreation Room**	0	0	0	0	0	0	0
81	**Community Spaces**	0	0	0	0	0	0	0
82	**Other Commercial (explain)**	0	0	0	0	0	0	0
83	**Total Commercial**	0	0	5,700	3,100	0	0	8,800
	Additional Needs							
84	**Section 3 Compliance in Addition to Above**	0	0	0	0	0	0	0
85	**Section 504**	0	75,000	0	0	0	0	0
86	**Supportive Services**	0	0	0	0	0	0	0
87	**Drug Prevention**	0	0	0	0	0	0	0
88	**Crime Prevention**	0	0	0	0	0	0	0
89	**Personnel Needs**	0	300,000	375,000	375,000	375,000	375,000	1,800,000
90	**Modernization**	0	0	0	0	0	0	0
91	**Total Additional Needs**	0	375,000	375,000	375,000	375,000	375,000	1,800,000
92	**Total Assessment Needs**	1,249,100	3,411,925	862,475	870,175	850,425	1,333,985	8,578,085

Resources					
A Item Number	**B** Item Name	**I** As of CNA Date	**J** Future Resources	**Notes**	
93	**Flexible Subsidy Operating Assistance**				
94	**Flexible Subsidy CILP Loan**				
95	**Section 241 Loan**				
96	**Loan Mgmt. Set Aside (5 yr. Contract)**				
97	**Section 223(a)(7)**				
98	**Low Income Housing Tax Credits**				
99	**Debt Restructuring**				
100	**Owner Contributions through TPA (Transfer of Physical Assets)**			**TPA Date:**	
101	**Owner Contributions (excluding TPA)**				
102	**Private Contributions**				
103	**HOME Funds**				
104	**CDBG Funds**				
105	**State/Local Funds**				
106	**Secondary Loans**				
107	**Rent Increase (yr. 1 only)**				
108	**Other Assistance (explain)**				
109	**Total Resources**				

Explanations:

Explanations:

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; U.S.C. 3729, 3802)**

Assessor's Name (Please type or print)

James E. Childs

Assessor's Title (Please type or print)

President

Assessor's Signature

Date Signed: 1/7/04

Grand Rapids Housing Commission

Physical Needs Assessment 2007

42 Scattered Sites Properties

TABLE OF CONTENTS

- Introduction (Executive Summary)
- Items of Note
- Overall Property Assessment Costs
- Properties Assessed
- Total Cost Projection

Grand Rapids Housing Commission

Physical Needs Assessment 2007

42 Scattered Sites Properties

ITEMS OF NOTE

The following items were noted throughout many of the properties and may warrant additional review and/or analysis prior to integration within or adaptation to each inidvidual property.

1. Porch Drop

   The distance from the top of the porch to the grade below should not exceed an 18” change in elevation unless a handrail is present. Additional grade may be desired at some locations to maintain a less than 18” change in elevation.

2. Smoke Detectors

   The currently installed smoke detectors were installed in early 2000. The 10-year lithium battery units will “expire” in early 2010, necessitating a replacement prior to.

3. Furnace Allowance

   The $5,000.00 line item within each property was inserted to cover the cost of replacement of either the furnace, water heater or appliances within the next five years. The established allowance may be exceeded or not used at all on each individual property.

4. Trim Vegetation

   The $500.00 line item within each property was inserted to cover the cost of vegetation trimming, stump removal, etc., within the next five years. The established allowance may be exceeded or not used at all on each individual property.

5. Mailbox, House Numbers, Exterior Lighting

   A “curb appeal” package incorporating a new mailbox, house numbers and exterior lighting may be an option worth entertaining for each property. Durable and esthetically pleasing features will definitely increase the “curb appeal” of each property. No allowance factor has been included for these upgrades.

Grand Rapids Housing Commission

Physical Needs Assessment 2007

42 Scattered Sites Properties

6. Vinyl Flooring

Many of the units have vinyl composite tile (VCT) floor throughout. A possible upgrade worth considering is “Marmoleum,” which is a commercial grade sheet vinyl composite with heat-welded seams. While initially more expensive, the product will outlast VCT and eliminate the problem of splitting, cracking and separation and water infiltration issues associated with VCT.

7. Accordian Doors

Accordian doors are used throughout the properties for closet doors. Given the abuse that these doors receive, other options/products may be considered for replacement. Bi-fold, swinging and sliding doors may be considered as alternatives.

8. Windows

Currently, aluminum sliding windows with an additional aluminum sliding storm window unit are in place at most of the properties. A complete window replace ment project for each property may be an option worth reviewing given the fine replacement windows fabricated today.

9. Asphalt Driveway Sealing

An allowance factor has been established for the resealing of asphalt drives. One possible option worth reviewing is replacing the existing asphalt drives with concrete. A concrete drive will require less maintenance and provide a much longer life span.

10. Interior Light Fixtures

Many of the properties could be enhanced by upgrading the dated interior light fixtures. At this time, an allowance for some of the properties has been included for these upgrades.

Grand Rapids Housing Commission

Physical Needs Assessment 2007

42 Scattered Sites Properties

11. Bathroom Update

    Many of the properties could also be enhanced by an updated bathroom renovation to replace the dated bathroom fixtures, lighting, cabinets, etc. At this time, only poor condition bathrooms have been indicated for a bathroom renovation.

12. Kitchen Updates

    An allowance factor has been established for replacing the existing kitchen cabinets within some of the properties. Given the many different kitchen lay outs found among the properties, an “average” allowance has been established.

13. Exterior Columns

    Many of the properties require porch column painting or replacement work to be completed. Replacement of these existing wood columns with new fiber glass columns will prevent the constant painting, wood rot and rusting brackets associated with the existing columns. The new columns, if chosen carefully, will definitely enhance the “curb appeal” of each property.

Grand Rapids Housing Commission

Physical Needs Assessment 2007

42 Scattered Sites Properties

INTRODUCTION (Executive Summary)

Physical Needs Assessments were completed on the five Scattered Sites Developments of the Grand Rapids Housing Commission. The individual properties were assessed by M.C. Smith Associates and Architectural Group, Inc., on June 14, 15, 21, 22, 28 & 29, 2007. A front elevation photograph of each property has also been included within each assessment as requested.

The overall condition of the properties assessed varied significantly from property to property, and between exterior and interior. Overall, the collective whole of the properties is in average condition, given the respective ages of the various properties.

The urgency of need rating scale has beeen completed based on the instructions for preparation of Form HUD 52832 - Physical Needs Assessment. In short, a “1” reflects an immediate need or a health and safety issue. A “5” reflects the least urgent of the needs listed for each property within the next five years.

Refer to Overall Property Assessment Cost and Total Cost Projection sections for direct costs.

Grand Rapids Housing Commission

Physical Needs Assessment 2007

42 Scattered Sites Properties

PROPERTIES ASSESSED

- 442 Adams SE
- 24 Albany SW
- 28 Albany SW
- 42 Albany SW
- 44 Albany SW
- 50 Albany SW
- 842 Alexander SE
- 831 Bates SE
- 1545 Broadway NW
- 58 Caldonia NE
- 708 Cass SE
- 718 Cass SE
- 1013 Caulfield SW
- 1017 Caulfield SW
- 500 Crawford SE
- 325 Donald Place SE
- 1021 Dorchester SW
- 1019 Dorchester SW
- 912 Dunham SE
- 1128 Fisk SE
- 333 Florence Ct. NE
- 2125 Francis SE
- 1659 Godwin SE
- 431 Grant SW
- 422 Griggs SE
- 424 Griggs SE
- 1735 Hanchett NW
- 650 Henry SE
- 2144 Horton SE
- 816 Innes NE
- 1120 Jackson NW
- 1127 Kalamazoo SE
- 717 Lafayette SE
- 627 Livingston NE
- 150 National Ave. NW
- 21 Shelby SW
- 1015 Sheldon SE
- 1017 Sheldon SE
- 929 Thomas SE
- 716 Thomas SE
- 808 Woolsey SW
- 923 Worden SE

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI07314	Development Name Scattered Site 5 442 Adams, SE		DOFA Date or Construction Date 08/31/1998

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 442 Adams, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 442 Adams, SE	DOFA Date or Construction Date 08/31/1998

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Paint columns/rails/shakes	$ 3,500.00	2
2. Trim vegetation	500.00	2
3. Seal asphalt driveway	750.00	2
4. Replace rear stairs	500.00	2
B. INTERIOR		
1. Replace bathroom exhaust fan	$ 250.00	2
2. Repair dining room/upstairs hall ceiling	500.00	3
3. Replace furnace/water heater/appliances	5,000.00	5
4. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 11,450.00
Per Unit Hard Cost		$ 11,450.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 257
(exp. 11/3

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 24 Albany, SW	DOFA Date or Construction Date 05/25/1989

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Va
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____ 3 X 4 ____ 5 ____ 5+____	0
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐		Total Current Units
Mutual Help ☐	Duplex Unit	Elevator ☐		1
Section 23, Bond Financed ☐				

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 24 Albany, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832**
ref Handbook

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 257
(exp. 11/3

HA Name: GRAND RAPIDS HOUSING COMMISSION	■ Original ☐ Revision Number _____
Development Number: MI073008	Development Name: Scattered Site 1, 24 Albany, SW
DOFA Date or Construction Date: 05/25/1989	

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Va
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	0
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ____ 1 ____ 2 ____	
Mutual Help ☐	Duplex Unit	Elevator ☐	X	Total Current Units 1
Section 23, Bond Financed ☐			3 ____ 4 ____ 5 ____	
			5+____	

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace porch lights (2)	$ 400.00	2
2. Replace storm doors (2)	1,000.00	2
3. Paint columns/door thresholds	500.00	3
4. Seal asphalt driveway	750.00	3
5. Trim vegetation	500.00	2
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Replace VCT flooring throughout	2,750.00	3
3. Replace bathroom cabinet	500.00	2
4. Replace furnace/water heater/appliances	5,000.00	5
5. Replace smoke detectors (6)	450.00	2
6. Update lighting throughout (8)	1,600.00	3

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 17,450.00
Per Unit Hard Cost		$ 17,450.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832**
ref Handbook

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 28 Albany, SW		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 _____ 1 _____ 2 _____ 3 X _____ 4 _____ 5 _____ 5+_____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐		Total Current Units
Mutual Help	☐	Duplex		Elevator	☐		1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 28 Albany, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 28 Albany, SW	DOFA Date or Construction Date 05/25/1989

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ____ 1 ____ 2 ____	0
Mutual Help ☐	Duplex Unit	Elevator ☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed ☐			5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace porch lights (2)	$ 400.00	2
2. Replace storm doors (2)	1,000.00	2
3. Paint columns/door thresholds	500.00	3
4. Seal asphalt driveway	750.00	3
5. Trim vegetation	500.00	2
B. INTERIOR		
1. Repair sections of VCT flooring	$ 750.00	3
2. Replace front accordian door	500.00	3
3. Update lighting throughout (8)	1,600.00	3
4. Replace furnace/water heater/appliances	5,000.00	5
5. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 11,450.00
Per Unit Hard Cost		$ 11,450.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 42 Albany, SW	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	
Mutual Help	☐	Duplex Unit		Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 42 Albany, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 42 Albany, SW	DOFA Date or Construction Date 05/28/1989

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ____ 1 ____ 2 ____	0
Mutual Help ☐	Duplex Unit	Elevator ☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed ☐			5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace porch columns	$ 500.00	3
2. Seal asphalt driveway	750.00	3
3. Paint door (shed)	250.00	4
4. Trim vegetation	500.00	3
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Replace VCT flooring throughout	2,750.00	3
3. Replace front/rear accordian doors	1,000.00	2
4. Update light fixtures throughout (8)	1,600.00	3
5. Replace furnace/water heater/appliances	5,000.00	5
6. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 16,800.00
Per Unit Hard Cost		$ 16,800.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 44 Albany, SW		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X ____ 4 ____ 5 ____	Total Current Units
Mutual Help	☐	Duplex Unit		Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 44 Albany, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 44 Albany, SW		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐	Duplex Unit		Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace porch columns	$ 500.00	3
2. Seal asphalt driveway	750.00	3
3. Paint door (shed)	250.00	4
4. Trim vegetation	500.00	3
5. Repair TV antenna leak	250.00	1
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Replace VCT flooring throughout	2,750.00	3
3. Replace rear accordian doors	500.00	3
4. Update bathroom	1,000.00	3
5. Replace kitchen ceiling	250.00	2
6. Replace furnace/water heater/appliances	5,000.00	5
7. Replace smoke detectors (6)	450.00	2
8. Update light fixtures throughout (8)	1,600.00	3

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 17,800.00
Per Unit Hard Cost		$ 17,800.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 50 Albany, SW		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 50 Albany, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements	$	N/A
Per Unit Hard Cost	$	N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 50 Albany, SW	DOFA Date or Construction Date 05/28/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace porch columns	$ 500.00	3
2. Replace mailbox	150.00	2
3. Replace front/rear porch lighting	500.00	3
4. Seal asphalt driveway	750.00	3
5. Paint rear porch railing	100.00	3
6. Replace concrete at asphalt patch section	500.00	1
7. Trim vegetation	500.00	3
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Replace VCT flooring throughout	2,750.00	2
3. Update light fixtures throughout (8)	1,600.00	3
4. Replace furnace/water heater/appliances	5,000.00	5
5. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 16,800.00
Per Unit Hard Cost		$ 16,800.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-01
(exp. 11/30/20

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 842 Alexander, SE		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____ 3 X ____ 4 ____ 5 ____ 5+____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐		Total Current Units
Mutual Help	☐			Elevator	☐		1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 842 Alexander, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 748

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-01
(exp. 11/30/20

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 842 Alexander, SE	DOFA Date or Construction Date 05/28/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Seal asphalt driveway	$ 750.00	3
2. Trim vegetation	500.00	2
3. Replace front screen door	500.00	2
B. INTERIOR		
1. Replace VCT flooring throughout	$ 3,200.00	2
2. Update light fixtures (8)	1,600.00	4
3. Provide GFI outlets in basement	350.00	1
4. Replace furnace/water heater/appliances	5,000.00	5
5. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 12,350.00
Per Unit Hard Cost		$ 12,350.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 748

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 831 Bates, SE		DOFA Date or Construction Date 08/31/1998

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 831 Bates, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 831 Bates, SE	DOFA Date or Construction Date 08/31/1998

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Construct new garage on existing slab	$ 7,500.00	3
2. Paint columns/rails/shakes	2,000.00	3
3. Seal asphalt drive	750.00	3
4. Trim vegetation	500.00	3
B. INTERIOR		
1. Replace carpet on stairs	$ 350.00	3
2. Repair kitchen light fixture	150.00	3
3. Replace furnace/water heater/appliances	5,000.00	5
4. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 16,700.00
Per Unit Hard Cost		$ 16,700.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 1545 Broadway NW	DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 ____ 4 X 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1545 Broadway, NW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 1545 Broadway, NW		DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 ____ 4 X 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace asphalt drive with concrete	$2,500.00	4
2. Trim vegetation	500.00	2
3. Replace storm doors (2 total)	1,000.00	3
4. Paint foundation	550.00	4
5. Remove gutters	200.00	1
6. Tuckpoint chimney	250.00	4
7. Replace back porch light	150.00	1
8. Remove wood fence	100.00	2
B. INTERIOR		
1. Replace kitchen cabinets	$4,000.00	5
2. Replace stair tread sheet vinyl	600.00	2
3. Repair cracked foundation wall	500.00	2
4. Repaint stairwell	250.00	2
5. Replace furnace/water heater/appliances	5,000.00	5
6. Replace smoke detectors (7)	500.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 16,100.00
Per Unit Hard Cost		$ 16,100.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name: GRAND RAPIDS HOUSING COMMISSION	■ Original ☐ Revision Number _____
Development Number: MI073010	Development Name: Scattered Site 2 58 Caldonia, NE
DOFA Date or Construction Date: 07/08/1991	

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 58 Caldonia, NE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 58 Caldonia, NE	DOFA Date or Construction Date 07/07/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace entry handrails	$ 750.00	4
2. Remove wood posts	100.00	2
3. Replace concrete rear patio/steps	700.00	1
4. Replace asphalt shingle roof	8,500.00	5
5. Siding repair	350.00	2
6. Paint wood windows	450.00	1
7. Replace sections of driveway (2)	800.00	3
8. Trim vegetation	500.00	2
9. Replace Lexan window lites	1,000.00	5
10. Front deck repair	500.00	2
11. New entry doors (2)	1,000.00	3
B. INTERIOR		
1. Replace VCT flooring	$1,800.00	4
2. Repaint interior	1,500.00	2
3. Upgrade lighting throughout (8)	1,000.00	5
4. Renovate main floor bath	4,500.00	2
5. Rebuild back porch	5,500.00	1
6. Replace furnace/water heater/applicances	5,000.00	5
7. Stair repairs	750.00	1
8. Repair cracked foundation wall	500.00	1
9. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 35,650.00
Per Unit Hard Cost		$ 35,650.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-01
(exp. 11/30/20

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 708 Cass, SE		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant U
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 708 Cass, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10/
ref Handbook 748

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-01
(exp. 11/30/20

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 708 Cass, SE	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant U
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace front entry door	$ 500.00	3
2. Paint front porch columns	250.00	2
3. Provide new storm doors (2)	1,000.00	2
4. Replace damaged section of downspout	250.00	3
5. Trim vegetation	500.00	3
B. INTERIOR		
1. Replace accordian door at front entry	$ 500.00	3
2. Replace floor tile throughout	2,750.00	4
3. Complete pipe insulation in basement	350.00	3
4. Replace furnace/water heater/appliances	5,000.00	5
5. Replace smoke detectors (6)	450.00	2
6. Update light fixtures throughout (8)	1,600.00	3

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 13,150.00
Per Unit Hard Cost		$ 13,150.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10/
ref Handbook 748

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 718 Cass, SE	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 718 Cass, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 718 Cass, SE	DOFA Date or Construction Date 05/28/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Paint front porch columns	$ 250.00	3
2. Replace rear light	500.00	1
3. Seal asphalt driveway	750.00	3
4. Replace screen doors (2)	1,000.00	2
5. Repair broken window	250.00	1
6. Replace damaged downspout	250.00	3
B. INTERIOR		
1. Replace VCT flooring throughout	$2,750.00	3
2. Update light fixtures throughout (8)	1,600.00	3

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 7,350.00
Per Unit Hard Cost		$ 7,350.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157
(exp. 11/30/2008)

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1013 Caulfield, SW	DOFA Date or Construction Date 05/25/1989

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant Units
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	0 %
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ____ 1 ____ 2 ____	
Mutual Help ☐	Duplex Unit	Elevator ☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed ☐			5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1013 Caulfield, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10/96)
ref Handbook 7485.3

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157
(exp. 11/30/2008)

HA Name
GRAND RAPIDS HOUSING COMMISSION

[x] Original
[ ] Revision Number _____

Development Number	Development Name	DOFA Date or Construction Date
MI073008	Scattered Site 1 1013 Caulfield, SW	05/25/1989

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant Units
Rental [x]	Family [x]	Detached/Semi-Detached [x]	1	0
Turnkey III - Vacant [ ]	Elderly [ ]	Row [ ]	Current Bedroom Distribution	0 %
Turnkey III - Occupied [ ]	Mixed [ ]	Walk-Up [ ]	0 ____ 1 ____ 2 ____	
Mutual Help [ ]	Duplex Unit	Elevator [ ]	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed [ ]			5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Repair retaining wall	$ 2,500.00	3
2. Replace section of concrete walk	500.00	1
3. Reseal concrete driveway	750.00	3
4. Replace storm doors (2)	1,000.00	3
5. Paint columns	250.00	3
6. Trim vegetation	500.00	3
7. Replace missing downspout sections	250.00	3
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Repair crack in foundation wall	500.00	3
3. Update bathroom	1,000.00	2
4. Update light fixtures throughout (8)	1,600.00	3
5. Replace furnace/water heater/appliances	5,000.00	5
6. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 18,300.00
Per Unit Hard Cost		$ 18,300.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes [x]	No [ ]
Development Has Long-Term Physical and Social Viability	Yes [x]	No [ ]
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10/96)
ref Handbook 7485.3

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1017 Caulfield, SW		DOFA Date or Construction Date 05/25/1989

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____ 3 X 4 ____ 5 ____ 5+____	0
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐		Total Current Units
Mutual Help ☐	Duplex Unit	Elevator ☐		1
Section 23, Bond Financed ☐				

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1017 Caulfield, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1017 Caulfield, SW	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐	Duplex Unit		Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Repair retaining wall	$ 2,500.00	3
2. Replace section of concrete walk	500.00	1
3. Reseal concrete driveway	750.00	3
4. Replace storm doors (2)	1,000.00	3
5. Paint columns	250.00	3
6. Trim vegetation	500.00	3
7. Replace missing downspout sections	250.00	3
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Replace bathroom door	250.00	3
3. Update bathroom	1,000.00	2
4. Update light fixtures throughout(8)	1,600.00	3
5. Replace furnace/water heater/appliances	5,000.00	5
6. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 18,050.00
Per Unit Hard Cost		$ 18,050.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 500 Crawford, SE		DOFA Date or Construction Date 08/31/1998

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help ☐	Barrier-Free Unit	Elevator ☐	5+____	1
Section 23, Bond Financed ☐				

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 500 Crawford, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 500 Crawford, SE	DOFA Date or Construction Date 08/31/1998

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ____ 1 ____ 2 ____	0
Mutual Help ☐	Barrier-Free Unit	Elevator ☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed ☐			5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Seal asphalt driveway	$ 750.00	3
2. Trim vegetation	500.00	2
3. Paint porch/shakes	2,500.00	2
4. Replace insulated glass at front door	250.00	2
B. INTERIOR		
1. Replace carpeting	$ 1,500.00	4
2. Repair hole in wall	150.00	1
3. Repair closet doors	250.00	2
4. Paint walls/ceilings throughout	2,500.00	4
5. Replace furnace/water heater/appliances	5,000.00	5
6. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 13,850.00
Per Unit Hard Cost		$ 13,850.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

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

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HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 325 Donald Place, SE		DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X ____ 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 325 Donald Place, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

OMB Approval No. 2577-0
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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 325 Donald Place, SE	DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Remove existing fencing	$ 250.00	3
2. Replace front porch rails/columns	850.00	1
3. Replace asphalt shingle roof	8,500.00	1
4. Provide new basement hatch doors	2,500.00	1
5. Replace side steps	650.00	2
6. Trim vegetation/remove stumps	1,500.00	2
7. Provide new mailbox	100.00	2
8. Provide new front light	150.00	2
B. INTERIOR		
1. Replace front door threshold	$ 200.00	1
2. Patch/paint wall under air conditioner	250.00	3
3. Repair/paint entry ceiling	350.00	2
4. Label electrical panel	100.00	1
5. Repair foundaation wall crack	500.00	1
6. Repair water pipes	2,500.00	1
7. Replace furnace/water heater/appliances	5,000.00	5
8. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 23,850.00
Per Unit Hard Cost		$ 23,850.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1
ref Handbook 74

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

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HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1021 Dorchester, SW		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐	Duplex Unit		Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1021 Dorchester, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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Comprehensive Grant Program (CGP)

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

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1021 Dorchester, SW	DOFA Date or Construction Date 05/25/1989

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ____ 1 ____ 2 ____	0
Mutual Help ☐	Duplex Unit	Elevator ☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed ☐			5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Repair roof at two roof stack penetrations	$ 350.00	1
2. Paint columns	250.00	3
3. Seal asphalt driveway	750.00	3
4. Replace screen doors (2)	1,000.00	2
5. Remove trash from roof	150.00	2
6. Trim vegetation	500.00	3
7. Replace front/rear light fixtures	500.00	3
B. INTERIOR		
1. Update light fixtures throughout (8)	$ 1,600.00	3
2. Repair VCT flooring	500.00	3
3. Replace furnace/water heater/appliances	5,000.00	5
4. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 11,050.00
Per Unit Hard Cost		$ 11,050.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

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HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1019 Dorchester, SW		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐	Duplex		Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements

Urgency of Need (1-5): N/A

Front elevation of 1019 Dorchester, SW

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1019 Dorchester, SW	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐	Duplex Unit		Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Repair roof at two roof stack penetrations	$ 350.00	1
2. Paint columns	250.00	3
3. Seal asphalt driveway	750.00	3
4. Replace screen doors (2)	1,000.00	2
5. Remove trash from roof	150.00	2
6. Trim vegetation	500.00	3
7. Replace front/rear light fixtures	500.00	3
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Replace VCT flooring throughout	2,750.00	3
3. Repair kitchen ceiling	250.00	2
4. Replace front accordian door	500.00	3
5. Patch basement wall crack	250.00	2
6. Paint walls/ceilings throughout	2,500.00	3
7. Update light fixtures throughout (8)	1,600.00	3
8. Replace furnace/water heater/appliances	5,000.00	5
9. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 20,800.00
Per Unit Hard Cost		$ 20,800.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

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HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 912 Dunham, SE		DOFA Date or Construction Date 08/31/1998

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 912 Dunham, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 912 Dunham, SE	DOFA Date or Construction Date 08/31/1998

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Paint columns/rails/shakes	$ 2,000.00	3
2. Dryer vent repair	150.00	2
3. Seal asphalt driveway	750.00	3
4. Trim vegetation	500.00	3
B. INTERIOR		
1. Replace carpet on stairs	350.00	3
2. Replace furnace/water heater/appliances	5,000.00	5
3. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 9,200.00
Per Unit Hard Cost		$ 9,200.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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Office of Public and Indian Housing

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HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073012	Development Name Scattered Site 3 1128 Fisk, SE		DOFA Date or Construction Date 12/31/1994

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1128 Fisk, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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Comprehensive Grant Program (CGP)

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

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073012	Development Name Scattered Site 3 1128 Fisk, SE	DOFA Date or Construction Date 12/31/1994

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace light (garage)	$ 150.00	2
2. Paint porch rails	500.00	2
3. Paint door threshold	150.00	2
4. Trim vegetation	500.00	3
B. INTERIOR		
1. Replace furnace/water heater/appliances	5,000.00	5
2. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 6,750.00
Per Unit Hard Cost		$ 6,750.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 333 Florence Ct., NE	DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 333 Florence Ct., NW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 333 Florence Ct., NE	DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace roof	$9,500.00	2
2. Seal/paint wood steps	250.00	3
3. Provide railing at drive edge	1,000.00	1
4. Remove rubble from back yard	2,000.00	2
5. Trim trees/vegetation	750.00	3
6. Exterior paint (garage)	1,000.00	4
7. Tuckpoint foundation (stone)	1,500.00	3
B. INTERIOR		
1. Replace VCT flooring on side porch (asbestos)	$2,500.00	1
2. Replace kitchen sheet vinyl flooring	500.00	2
3. Replace kitchen cabinets	4,000.00	3
4. Renovate main floor bath	2,500.00	2
5. Provide direct dryer exhaust vent	250.00	1
6. Retread basement stairs	500.00	2
7. Replace furnace/water heater/appliances	5,000.00	5
8. Replace floor register in living room	250.00	2
9. Repair floor sag/squeak in living room	250.00	2
10. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 32,200.00
Per Unit Hard Cost		$ 32,200.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

OMB Approval No. 2577-0
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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073012	Development Name Scattered Site 3 2125 Francis, SE	DOFA Date or Construction Date 12/31/1994

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 2125 Francis, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073012	Development Name Scattered Site 3 2125 Francis, SE	DOFA Date or Construction Date 12/31/1994

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Tuckpoint/clean/seal porch brick	$ 3,500.00	3
2. Paint porch slab/steps	750.00	3
3. Paint attic windows/provide storm windows	650.00	2
4. Paint back porch	500.00	2
5. Replace front porch handrail	500.00	3
6. Clean siding	750.00	3
7. Trim vegetation	500.00	3
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Paint walls/ceilings throughout	2,500.00	3
3. Replace stove hood	150.00	2
4. Replace bathroom cabinet	500.00	2
5. Provide bathroom exhaust fan	500.00	2
6. Provide fixture cover in southeast bedroom	350.00	1
7. Replace carpet upstairs	850.00	4
8. Update light fixtures throughout (8)	1,600.00	3
9. Remove tree from sanitary piping in basement	150.00	2
10. Replace furnace/water heater/appliances	5,000.00	5
11. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 23,200.00
Per Unit Hard Cost		$ 23,200.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073012	Development Name Scattered Site 3 1659 Godwin, SE	DOFA Date or Construction Date 12/31/1994

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1659 Godwin, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073012	Development Name Scattered Site 3 1659 Godwin, SE	DOFA Date or Construction Date 12/31/1994

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Paint porch/steps/rails	$ 1,500.00	2
2. Replace side door threshold	350.00	2
B. INTERIOR		
1. Seal basement window (leak)	$ 250.00	1
2. Repair foundation crack (leak)	500.00	1
3. Install exhaust fan in upstairs bathroom	500.00	2
4. Paint upstairs bathroom	150.00	2
5. Replace furnace/water heater/appliances	5,000.00	5
6. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 8,700.00
Per Unit Hard Cost		$ 8.700.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
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U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

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(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 431 Grant, SW		DOFA Date or Construction Date 08/31/1998

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____ 3 X 4 ____ 5 ____ 5+____	0
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐		Total Current Units
Mutual Help ☐	Barrier-Free Unit	Elevator ☐		1
Section 23, Bond Financed ☐				

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 431 Grant, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

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(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 431 Grant, SW	DOFA Date or Construction Date 08/31/1998

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ____ 1 ____ 2 ____	0
Mutual Help ☐	Barrier-Free Unit	Elevator ☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed ☐			5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Seal asphalt drive	$ 750.00	3
2. Paint front porch/shakes	2,500.00	2
3. Replace dryer vent	100.00	2
4. Repair west bedroom window	250.00	3
5. Trim vegetation	500.00	2
B. INTERIOR		
1. Paint throughout	$ 2,500.00	4
2. Replace damaged bathroom trim	150.00	4
3. Replace furnace/water heater/appliances	5,000.00	5
4. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 12,200.00
Per Unit Hard Cost		$ 12,200.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

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

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HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 422 Griggs, SE		DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐	Duplex Unit		Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
Front elevation of 422 Griggs, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 422 Griggs, SE	DOFA Date or Construction Date 07/08/1991

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ____ 1 ____ 2 ____	0
Mutual Help ☐	Duplex Unit	Elevator ☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed ☐			5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Paint front/rear handrails/porch/columns	$ 2,000.00	2
2. Paint attic windows	500.00	2
3. Trim vegetation	500.00	3
4. Reconnect downspout	250.00	2
5. Replace window screen	150.00	2
6. Replace Lexan window panels throughout	1,500.00	3
7. Replace front/rear porch lights	500.00	2
8. Replace rear porch stairs	1,500.00	2
9. Paint front/rear doors	1,000.00	2
10. Replace screen doors (2)	1,000.00	2
B. INTERIOR		
1. Replace bathroom cabinet	$ 500.00	2
2. Refinish wood floors throughout	3,500.00	3
3. Paint walls/ceilings throughout	3,500.00	3
4. Replace kitchen cabinets	4,000.00	2
5. Replace kitchen flooring	500.00	2
6. Replace VCT flooring	750.00	2
7. Replace lighting throughout (8)	1,600.00	3
8. Repair plugged dryer vent	250.00	1
9. Replace stair treads to basement	750.00	1
10. Replace furnace/water heater/appliances	5,000.00	5
11. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 29,700.00
Per Unit Hard Cost		$ 29,700.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

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HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 424 Griggs, SE		DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐	Duplex Unit		Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 424 Griggs, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 424 Griggs, SE	DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐	Duplex Unit		Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Paint front/rear handrails/porch/columns	$ 2,000.00	2
2. Paint attic windows	500.00	2
3. Trim vegetation	500.00	3
4. Reconnect downspout	250.00	2
5. Replace window screen	150.00	2
6. Replace Lexan window panels throughout	1,500.00	3
7. Replace front/rear porch lights	500.00	2
8. Replace rear porch stairs	1,500.00	2
9. Paint front/rear doors	1,000.00	2
10. Replace screen doors (2)	1,000.00	2
B. INTERIOR		
1. Refinish wood floors throughout	$ 3,500.00	3
2. Replace kitchen flooring	500.00	2
3. Replace VCT flooring	750.00	2
4. Replace stair treads to basement	750.00	1
5. Patch hole in chimeney in basement	250.00	2
6. Patch/repair wood floor at top of stairs	350.00	2
7. Pour concrete floor in basement in lieu of sand area	750.00	2
8. Replace furnace/water heater/appliances	5,000.00	5
9. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 21,200.00
Per Unit Hard Cost		$ 21,200.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1735 Hanchett, NW	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1735 Hanchett, NW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1735 Hanchett, NW	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Provide foundation for storage shed	$3,500.00	2
2. Seal asphalt driveway	750.00	3
3. Trim vegetation	650.00	2
4. Replace screen doors (2)	1,000.00	2
5. Replace rear patio	850.00	1
6. Replace front porch columns/brackets	500.00	5
B. INTERIOR		
1. Upgrade light fixtures throughout (8)	$1,600.00	3
2. Replace VCT flooring thoughout	3,200.00	3
3. Replace stove hood	100.00	2
4. Replace accordian closet doors (5 total)	1,250.00	5
5. Repaint interior	2,500.00	3
6. Replace furnace/water heater/appliances	5,000.00	5
7. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 21,350.00
Per Unit Hard Cost		$ 21,350.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

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HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 650 Henry, SE		DOFA Date or Construction Date 08/31/1998

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____ 3 X 4 ____ 5 ____ 5+____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐		Total Current Units
Mutual Help	☐			Elevator	☐		1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 650 Henry, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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

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HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 650 Henry, SE		DOFA Date or Construction Date 08/31/1998

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Paint front porch/shakes	$ 2,500.00	2
2. Repair front door trim	250.00	3
3. Trim vegetation	500.00	2
B. INTERIOR		
1. Repair closet doors in bedrooms	$ 500.00	4
2. Repair window sill in bedrooms	750.00	4
3. Replace furnace/water heater/appliances	5,000.00	5
4. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 9,950.00
Per Unit Hard Cost		$ 9,950.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 2144 Horton, SE	DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 2144 Horton, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

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U.S. Department of Housing and Urban Development
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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 2144 Horton, SE	DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace handrail	$ 500.00	1
2. Paint porch windows	750.00	2
3. Trim vegetation	500.00	3
4. Rebuild landscape wall at sidewalk	2,000.00	4
5. Block in basement window (leak)	500.00	1
6. Siding repair (garage)	500.00	3
B. INTERIOR		
1. Replace porch floor	$ 2,000.00	3
2. Paint walls/ceilings throughout	2,750.00	3
3. Refinish wood floors throughout	3,500.00	3
4. Remodel main floor bathroom	1,000.00	2
5. Remove 9X9 VAT in basement	2,500.00	1
6. Remodel upstairs bathroom	1,500.00	2
7. Update light fixtures throughout (8)	1,600.00	3
8. Repair sloped upstairs hall ceiling	500.00	4
9. Replace furnace/water heater/appliances	5,000.00	5
10. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 25,550.00
Per Unit Hard Cost		$ 25,550.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073013	Development Name Scattered Site 4 816 Innes NE	DOFA Date or Construction Date 04/30/1995

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 816 Innes, NE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073013	Development Name Scattered Site 4 816 Innes, NE	DOFA Date or Construction Date 04/30/1995

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Repair chain link fence	$ 1,000.00	4
2. Paint front porch	1,000.00	3
3. Replace asphalt shingle roof (garage)	6,500.00	2
4. Paint door jambs (garage)	500.00	3
5. Rebuild rear porch	1,500.00	3
6. Trim vegetation	500.00	3
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Replace kitchen flooring	1,000.00	3
3. Renovate main floor bath	1,500.00	2
4. Update electrical panel	500.00	2
5. Remove mold from NW corner of basement	500.00	1
6. Repair carpet on stairs	350.00	1
7. Repair holes in closet ceiling - upstairs	250.00	1
8. Reconnect sump pump	500.00	1
9. Replace furnace/water heater/appliances	5,000.00	5
10. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 25,050.00
Per Unit Hard Cost		$ 25,050.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1
ref Handbook 74

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Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1120 Jackson NW		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1120 Jackson, NW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1120 Jackson, NW	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Seal asphalt drive	$ 750.00	3
2. Replace rear porch light	250.00	1
3. Replace front porch step/slab section	400.00	1
4. Replace front porch columns/brackets	500.00	5
5. Trim vegetation	500.00	3
B. INTERIOR		
1. Replace accordian closet doors (5)	$2,500.00	5
2. Replace furnace/water heater/appliances	5,000.00	5
3. Replace weather stripping at entry doors (2 total)	250.00	2
4. Replace kitchen cabinets	4,000.00	2
5. Repair "nail pops," paint ceiling	500.00	3
6. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ $15,100.00
Per Unit Hard Cost		$ $15,100.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 1127 Kalamazoo, SE	DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1127 Kalamazoo, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 1127 Kalamazoo, SE	DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Patch concrete steps	$ 250.00	1
2. Paint porch rails/slab	1,500.00	2
3. Replace asphalt shingle roof	8,500.00	4
4. Paint foundation walls	500.00	2
5. Replace rear downspout/gutter	350.00	2
6. Wash siding	750.00	2
7. Construct new garage	10,000.00	5
8. Replace storm doors (3)	1,500.00	4
9. Trim vegetation	500.00	3
B. INTERIOR		
1. Refinish wood floors throughout	$ 3,750.00	3
2. Replace water supply piping	3,000.00	2
3. Replace stairway light fixture	250.00	1
4. Replace furnace/water heater/appliances	5,000.00	5
5. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 36,300.00
Per Unit Hard Cost		$ 36,300.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

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Comprehensive Grant Program (CGP)

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

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HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 717 Lafayette, SE		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 717 Lafayette, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

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Comprehensive Grant Program (CGP)

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

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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 717 Lafayette, SE	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Seal asphalt driveway	$ 750.00	3
2. Paint front porch columns	250.00	3
3. Replace front and rear porch lighting	500.00	2
4. Replace front porch stair tread	500.00	1
5. Replace house numbers	100.00	1
6. Trim vegetation	500.00	2
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Replace accordian door at front entry	500.00	3
3. Update light fixtures throughout (8)	1,600.00	3
4. Replace furnace/water heater/appliances	5,000.00	5
5. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 14,150.00
Per Unit Hard Cost		$ 14,150.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
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HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 627 Livingston, NE	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 627 Livingston, NE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 627 Livingston, NE	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Seal asphalt driveway	$ 750.00	3
2. Replace front porch columns/brakckets	500.00	5
3. Trim vegetation	500.00	2
4. Replace screen doors (2)	1,000.00	2
B. INTERIOR		
1. New paint throughout	$2,500.00	3
2. Replace living room vent	250.00	3
3. Provide new stove hood	100.00	2
4. Replace VCT flooring throughout	2,750.00	2
5. Replace furnace/water heater/ appliances	5,000.00	5
6. Repair sump pump piping	350.00	1
7. Repair basement lights	150.00	1
8. Renovate upstairs bathroom	1,800.00	4
9. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 16,100.00
Per Unit Hard Cost		$ 16,100.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

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Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 150 National Ave., NW		DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 ____ 4 X ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements

Urgency of Need (1-5)

N/A

Front elevation of 150 National Ave., NW

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1
ref Handbook 74

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Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073010	Development Name Scattered Site 2 150 National Ave., NW	DOFA Date or Construction Date 07/08/1991

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant		Elderly		Row		Current Bedroom Distribution	
Turnkey III - Occupied		Mixed		Walk-Up		0 ____ 1 ____ 2 ____	0
Mutual Help				Elevator		3 ____ 4 X 5 ____	Total Current Units
Section 23, Bond Financed						5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace roof (garage)	$ 2,000.00	1
2. Paint exterior (garage)	1,000.00	2
3. Paint exterior	5,000.00	2
4. Repair front porch (leak)	500.00	1
5. Provide rain diverter/gutter at rear porch	750.00	1
6. Provide new concrete apron at garage	1,500.00	3
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	4
2. Replace kitchen sheet vinyl flooring	500.00	4
3. Replace furnace/water heater/appliances	5,000.00	5
4. Replace smoke detectors (7)	525.00	2
5. Replace all old wiring in basement	3,000.00	1
		4

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 23,775.00
Per Unit Hard Cost		$ 23,775.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157
(exp. 11/30/2008)

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 21 Shelby, SW	DOFA Date or Construction Date 08/31/1998

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant Units
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	0 %
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ___ 1 ___ 2 ___	
Mutual Help ☐		Elevator ☐	3 X 4 ___ 5 ___	Total Current Units
Section 23, Bond Financed ☐			5+___	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 21 Shelby, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10/96)
ref Handbook 7485.3

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157
(exp. 11/30/2008)

HA Name: GRAND RAPIDS HOUSING COMMISSION

[x] Original
[ ] Revision Number _____

Development Number: MI073014

Development Name: Scattered Site 5, 21 Shelby, SW

DOFA Date or Construction Date: 08/31/1998

Development Type	Occupancy Type	Structure Type
Rental [x]	Family [x]	Detached/Semi-Detached [x]
Turnkey III - Vacant [ ]	Elderly [ ]	Row [ ]
Turnkey III - Occupied [ ]	Mixed [ ]	Walk-Up [ ]
Mutual Help [ ]		Elevator [ ]
Section 23, Bond Financed [ ]		

Number of Buildings: 1

Number of Vacant Units: 0

Current Bedroom Distribution: 0 ____ 1 ____ 2 ____ 3 X 4 ____ 5 ____ 5+____

0 %

Total Current Units: 1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Paint porch columns/rails/shakes	$ 2,000.00	3
2. Replace front screen door	500.00	3
3. Replace rear steps	750.00	2
4. Trim vegetation	500.00	3
B. INTERIOR		
1. Repair kitchen cabinets	$ 500.00	3
2. New carpet throughout	2,500.00	3
3. Repair bathroom cabinets	250.00	3
4. Paint bathroom ceiling	150.00	3
5. Provide new bathroom exhaust fan	500.00	2
6. Paint walls/ceilings throughout	2,500.00	4
7. Replace furnace/water heater/appliances	5,000.00	5
8. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 15,600.00
Per Unit Hard Cost		$ 15,600.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes [x]	No [ ]
Development Has Long-Term Physical and Social Viability	Yes [x]	No [ ]
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10/96)
ref Handbook 7485.3

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157
(exp. 11/30/2008)

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 3 1015 Sheldon, SE	DOFA Date or Construction Date 05/25/1989

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant Units
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	0 %
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ____ 1 ____ 2 ____	
Mutual Help ☐	Duplex Unit	Elevator ☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed ☐			5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1015 Sheldon, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10/96)
ref Handbook 7485.3

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157
(exp. 11/30/2008)

HA Name: GRAND RAPIDS HOUSING COMMISSION

[x] Original
[ ] Revision Number _____

Development Number: MI073008

Development Name: Scattered Site 1
1015 Sheldon, SE

DOFA Date or Construction Date: 05/25/1989

Development Type	Occupancy Type	Structure Type
Rental [x]	Family [x]	Detached/Semi-Detached [x]
Turnkey III - Vacant [ ]	Elderly [ ]	Row [ ]
Turnkey III - Occupied [ ]	Mixed [ ]	Walk-Up [ ]
Mutual Help [ ]	Duplex Unit	Elevator [ ]
Section 23, Bond Financed [ ]		

Number of Buildings: 1

Number of Vacant Units: 0

Current Bedroom Distribution
0 ____ 1 ____ 2 ____
3 X 4 ____ 5 ____
5+____

0 %

Total Current Units: 1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace porch columns	$ 750.00	3
2. Seal asphalt driveway	750.00	3
3. Trim vegetation	500.00	2
B. INTERIOR		
1. Replace front accordian door	$ 500.00	2
2. Repair ceiling tape joints/paint	1,850.00	4
3. Update light fixtures throughout (8)	1,600.00	3
4. Replace furnace/water heater/appliances	5,000.00	5
5. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 11,400.00
Per Unit Hard Cost		$ 11,400.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes [x]	No [ ]
Development Has Long-Term Physical and Social Viability	Yes [x]	No [ ]
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10/96)
ref Handbook 7485.3

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 3 1017 Sheldon, SE		DOFA Date or Construction Date 05/25/1989

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help ☐		Elevator ☐	5+____	1
Section 23, Bond Financed ☐	Duplex			

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 1017 Sheldon, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name			
GRAND RAPIDS HOUSING COMMISSION			■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 1017 Sheldon, SE		DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐	Duplex		Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace porch columns	$ 750.00	3
2. Seal asphalt driveway	750.00	3
3. Trim vegetation	500.00	2
4. Provide new front screen door	500.00	2
B. INTERIOR		
1. Replace front accordian door	$ 500.00	2
2. Update light fixtures throughout (8)	1,600.00	3
3. Paint kitchen ceiling	150.00	2
4. Replace kitchen cabinets	4,000.00	3
5. Replace furnace/water heater/appliances	5,000.00	5
6. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 14,200.00
Per Unit Hard Cost		$ 14,200.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 929 Thomas, SE	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐			Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 929 Thomas, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 929 Thomas, SE	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace columns	$ 500.00	3
2. Seal asphalt driveway	750.00	3
3. Replace roof stack vent boot	250.00	2
4. Replace front step/slab	500.00	1
5. Replace address numbers	150.00	1
6. Trim vegetation	500.00	3
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	3
2. Replace bathroom flooring	350.00	3
3. Replace front entry door	500.00	2
4. Replace front accordian door	500.00	3
5. Replace broken light fixture in basement	100.00	1
6. Replace furnace/water heater/appliances	5,000.00	5
7. Replace smoke detectors (6)	450.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 13,550.00
Per Unit Hard Cost		$ 13,550.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 716 Thomas, SE	DOFA Date or Construction Date 08/31/1998

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	
Mutual Help	☐			Elevator	☐	3 ____ 4 X 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 716 Thomas, SE	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073014	Development Name Scattered Site 5 716 Thomas, SE	DOFA Date or Construction Date 08/31/1998

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 ____ 4 X 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Replace rear wood steps	$ 500.00	2
2. Paint front porch	750.00	2
3. Seal asphalt driveway	750.00	3
4. Repair northwest window at front porch	250.00	3
5. Adjust entry doors	250.00	3
6. Trim vegetation	500.00	3
7. Provide front screen door	500.00	2
8. Repair/replace doorbell	250.00	3
9. Replace broken front stair tread	500.00	1
B. INTERIOR		
1. Replace furnace/water heater/appliances	5,000.00	2
2. Replace smoke detectors (7)	525.00	2

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 9,775.00
Per Unit Hard Cost		$ 9,775.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073012	Development Name Scattered Site 3 808 Woolsey, SW	DOFA Date or Construction Date 12/31/1994

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution 0 ____ 1 ____ 2 ____	0
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	3 X 4 ____ 5 ____	Total Current Units
Mutual Help	☐	Barrier-Free Unit		Elevator	☐	5+____	1
Section 23, Bond Financed	☐						

General Description of Needed Physical Improvements	Urgency of Need (1-5)
 Front elevation of 808 Woolsey, SW	N/A

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073012	Development Name Scattered Site 3 808 Woolsey, SW	DOFA Date or Construction Date 12/31/1994

Development Type	Occupancy Type	Structure Type	Number of Buildings	Number of Vacant
Rental ■	Family ■	Detached/Semi-Detached ■	1	0
Turnkey III - Vacant ☐	Elderly ☐	Row ☐	Current Bedroom Distribution	
Turnkey III - Occupied ☐	Mixed ☐	Walk-Up ☐	0 ____ 1 ____ 2 ____	0
Mutual Help ☐	Barrier-Free Unit	Elevator ☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed ☐			5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Repair chain link fence	$ 350.00	2
2. Repair door leak (garage)	350.00	1
3. Replace ramp at rear	1,500.00	3
4. Paint windows	750.00	3
5. Replace garage door	2,000.00	4
6. Replace door sill at front door	250.00	2
B. INTERIOR		
1. Repair back bedroom register	100.00	2
2. Correction of water reported in crawl space	10,000.00	1

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 15,300.00
Per Unit Hard Cost		$ 15,300.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (1(
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name: GRAND RAPIDS HOUSING COMMISSION	■ Original ☐ Revision Number _____
Development Number: MI073008	Development Name: Scattered Site 1 923 Worden, SE
DOFA Date or Construction Date: 05/25/1989	

Development Type		Occupancy Type		Structure Type	
Rental	■	Family	■	Detached/Semi-Detached	■
Turnkey III - Vacant	☐	Elderly	☐	Row	☐
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐
Mutual Help	☐			Elevator	☐
Section 23, Bond Financed	☐				

Number of Buildings	Number of Vacant
1	0
Current Bedroom Distribution: 0 ____ 1 ____ 2 ____ 3 X 4 ____ 5 ____ 5+____	0
	Total Current Units: 1

General Description of Needed Physical Improvements

Urgency of Need (1-5): N/A

Front elevation of 923 Worden, SE

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ N/A
Per Unit Hard Cost		$ N/A
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74

Physical Needs Assessment
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0
(exp. 11/30/2

HA Name		
GRAND RAPIDS HOUSING COMMISSION		■ Original ☐ Revision Number _____
Development Number MI073008	Development Name Scattered Site 1 923 Worden, SE	DOFA Date or Construction Date 05/25/1989

Development Type		Occupancy Type		Structure Type		Number of Buildings	Number of Vacant
Rental	■	Family	■	Detached/Semi-Detached	■	1	0
Turnkey III - Vacant	☐	Elderly	☐	Row	☐	Current Bedroom Distribution	
Turnkey III - Occupied	☐	Mixed	☐	Walk-Up	☐	0 ____ 1 ____ 2 ____	0
Mutual Help	☐			Elevator	☐	3 X 4 ____ 5 ____	Total Current Units
Section 23, Bond Financed	☐					5+____	1

General Description of Needed Physical Improvements	Cost of Improvement	Urgency of Need (1-5)
A. EXTERIOR		
1. Seal asphalt driveway	$ 750.00	3
2. Trim vegetation	500.00	3
3. Remove excess concrete/trash from backyard	250.00	1
4. New roof (shed)	500.00	2
B. INTERIOR		
1. Replace kitchen cabinets	$ 4,000.00	2
2. Replace VCT flooring throughout	2,750.00	2
3. Replace furnace/water heater/appliances	5,000.00	5
4. Replace smoke detectors (6)	450.00	2
5. Update light fixtures throughout (8)	1,600.00	3

Total Preliminary Estimated Hard Cost for Needed Physical Improvements		$ 15,800.00
Per Unit Hard Cost		$ 15,800.00
Physical Improvements Will Result in Structural/System Soundness at a Reasonable Cost	Yes ■	No ☐
Development Has Long-Term Physical and Social Viability	Yes ■	No ☐
Date Assessment Prepared		07.31.07

Source(s) of Information

form **HUD-52832** (10
ref Handbook 74