

# PHA Plans

## Streamlined Annual Version

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

OMB No. 2577-0226  
(exp. 08/31/2009)

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

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

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# Streamlined Annual PHA Plan

## for Fiscal Year: 2008\_\_\_\_\_

### PHA Name: Bangor Housing Commission

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



Other (list below)

## Streamlined Annual PHA Plan

**Fiscal Year 2008**

[24 CFR Part 903.12(c)]

### Table of Contents

[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

#### **A. PHA PLAN COMPONENTS**

- X 1. Site-Based Waiting List Policies  
**903.7(b)(2) Policies on Eligibility, Selection, and Admissions**
- X 2. Capital Improvement Needs  
**903.7(g) Statement of Capital Improvements Needed**
- X 3. Section 8(y) Homeownership  
**903.7(k)(1)(i) Statement of Homeownership Programs**
- X 4. Project-Based Voucher Programs
- X 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- X 6. Supporting Documents Available for Review
- X 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- X 8. Capital Fund Program 5-Year Action Plan
- X **9. Attachments**
  - A: Deconcentration Statement MI 181a01
  - B: Voluntary Conversion Analysis MI 181b01
  - C: 2005 (105) CFP Performance and Evaluation Report MI 181c01
  - D: 2006 (106) CFP Performance and Evaluation Report MI 181 d01
  - E: 2007 (107) CFP Performance and Evaluation Report MI 181 e01
  - F: Violence Against Women Act (VAWA)

#### **B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

**Form HUD-50076, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan** identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

**Form HUD-50070, Certification for a Drug-Free Workplace:**

**Form HUD-50071, Certification of Payments to Influence Federal Transactions;** and

**Form SF-LLL & SF-LLL a, Disclosure of Lobbying Activities.**

**1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)**

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

**A. Site-Based Waiting Lists-Previous Year**

1. Has the PHA operated one or more site based waiting lists in the previous year? “NO! Not Applicable” If yes, complete the following table; if not skip to B.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4.  Yes  No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

**B. Site-Based Waiting Lists – Coming Year**

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component. “NO, Not Applicable”.

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

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

## **2. Capital Improvement Needs**

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

### **A. Capital Fund Program**

1. X Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2.  Yes X No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

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

1.  Yes X No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

<b>HOPE VI Revitalization Grant Status</b>	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
<input type="checkbox"/>	Revitalization Plan under development
<input type="checkbox"/>	Revitalization Plan submitted, pending approval
<input type="checkbox"/>	Revitalization Plan approved
<input type="checkbox"/>	Activities pursuant to an approved Revitalization Plan underway

3.  Yes X No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name(s) below:

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

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

### **3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**

(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1.  Yes X No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

b. PHA-established eligibility criteria

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

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

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

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

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

#### **4. Use of the Project-Based Voucher Program**

##### **Intent to Use Project-Based Assistance**

Yes  No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
  - low utilization rate for vouchers due to lack of suitable rental units
  - access to neighborhoods outside of high poverty areas
  - other (describe below):
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

#### **5. PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: (Michigan State Housing Development Authority)

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

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

\* Preserve existing housing stock

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

\* Provides technical assistance upon request.

**6. Supporting Documents Available for Review for Streamlined Annual PHA Plans**

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP),	Annual Plan: Eligibility,

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Selection, and Admissions Policies
X	Deconcentration Income Analysis (Note: Bangor Housing Commission has less than 100 public housing units, therefore Deconcentration Income Analysis is not required.)	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. X 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. X Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
		Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs X Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). X Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

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

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Bangor Housing Commission			Grant Type and Number Capital Fund Program Grant No: MI33P1811501-08 Replacement Housing Factor Grant No:		Federal FY of Grant: 2008
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	5,937.00	5,937.00	0.00	0.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	53,440.00	30,000.00	0.00	0.00
10	1460 Dwelling Structures	0.00	23,440.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	59,377.00	59,377.00		
22	Amount of line 21 Related to LBP Activities	0.00	0.00		
23	Amount of line 21 Related to Section 504 compliance	0.00	0.00		
24	Amount of line 21 Related to Security – Soft Costs	0.00	0.00		
25	Amount of Line 21 Related to Security – Hard Costs	0.00	0.00		
26	Amount of line 21 Related to Energy Conservation	0.00	0.00		

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

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Bangor Housing Commission			Grant Type and Number Capital Fund Program Grant No: MI33P1811501-08 Replacement Housing Factor Grant No:		Federal FY of Grant: 2008
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
	Measures				

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages</b>								
PHA Name: Bangor Housing Commission			Grant Type and Number Capital Fund Program Grant No: MI133P18150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		5,937.00	5,937.00	2010	2012	0%
HA-Wide	Site Improvements Parking lots	1450		53,440.00	30,000.00	2010	2012	0%
MI-181-002	Kitchen Cabinets	1460		0.00	13,440.00	2010	2012	0%
MI-181-001	Entrance Doors at elderly building	1460		0.00	10,000.00	2010	2012	0%

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

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Bangor Housing Commission			<b>Grant Type and Number</b> Capital Fund Program Grant No: MI133P18150108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>			
PHA Name: Bangor Housing Commission	<b>Grant Type and Number</b> Capital Fund Program No: MI33P18150108 Replacement Housing Factor No:		Federal FY of Grant: 2008

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

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	
HA-Wide	9/30/10			9/30/2012			
MI181-002	9/30/10			9/30/2012			
MI181-001	9/30/10			9/30/2012			

## 8. Capital Fund Program Five-Year Action Plan

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name Bangor Housing Commission				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2  FFY Grant: 2009 PHA FY: 10/1/2009	Work Statement for Year 3  FFY Grant: 2010 PHA FY: 10/1/2010	Work Statement for Year 4  FFY Grant: 2011 PHA FY: 10/1/2011	Work Statement for Year 5  FFY Grant: 2012 PHA FY: 10/1/2012
<i>MI181-001&amp;002</i>	Annual Statement	59,377.00	59,377.00	59,377.00	59,377.00
1406 Operations		5,937.00	5,937.00	5,937.00	5,937.00
1450 Site Imp.		10,000.00	10,000.00	10,000.00	10,000.00
1460 Dwelling St.		43,440.00	43,440.00	43,440.00	43,440.00
CFP Funds Listed for 5-year planning		59,377.00	59,377.00	59,377.00	59,377.00
Replacement Housing Factor Funds					





**8. Capital Fund Program Five-Year Action Plan**

Total CFP Estimated Cost		\$59,377.00			\$59,377.00

**Attachment A**

**Bangor Housing Commission**  
**820 Second Street**  
**Bangor, MI 49013**  
**Phone 269-427-5535 FAX 269-427-8876**

**CERTIFICATION**  
**OF**  
**DECONCENTRATION AND INCOME MIXING**

**October 1, 2008**

The Bangor Housing Commission hereby certifies that it has less than 100 public housing units therefore the requirement to perform deconcentration and income-mixing analysis does not apply.

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David L. Markel, Executive Director

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Date

# Attachment A

## **(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:

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

### **Analysis:**

**Not required since the Housing Commission has less than 100 public housing units**

## Attachment A

### BANGOR HOUSING COMMISSION

#### DECONCENTRATION POLICY

##### **PUBLIC HOUSING:**

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

**INCOME MIX TARGETING:** To meet the requirements of the Act and subsequent HUD regulations, at least 40 percent of families admitted to public housing by the Housing Commission must have incomes that do not exceed 30% of the area median. If 40% or more of the Housing Commission families occupy units whose incomes do not exceed 30% of the area median income, this requirement shall be considered as being met.

**PROHIBITION OF CONCENTRATION OF LOW-INCOME FAMILIES:** The Housing Commission will not, in meeting this income mix targeting, concentrate very low-income families, or other families with relatively low incomes, in public housing units in certain developments or certain buildings. The Housing Commission will review the income and occupancy characteristics of the housing developments and the buildings of each development to ensure that a low-income concentration does not occur.

**DECONCENTRATION:** The Housing Commission will make every effort to deconcentrate families of certain income characteristics within the Commission development. To achieve this, the Housing Commission will offer incentives for eligible families having higher incomes to occupy dwelling units in developments predominantly occupied by eligible families having lower incomes, and provide for occupancy of eligible families having lower incomes in development predominantly occupied by eligible families having higher incomes. Incentives by the Housing Commission allow for the eligible family to have the sole discretion in determining whether to accept the incentive and the Housing Commission will not take any adverse action toward any eligible family for choosing not to accept these incentives. The skipping of a family on the waiting list to reach another family to implement this Deconcentration Policy shall not be considered an adverse action. As such, the Housing Commission will continue to accept application and place the individuals on a waiting list. Selection will be made based on a combination of the local preferences and an income target mix.

## **Attachment A**

The Housing Commission will track the income mix within each development as an effort to avoid a concentration of higher or lower income families in any one building or development.

Monitoring will be conducted to confirm that at least forty (40) percent of all leased units will be within thirty (30) percent of median income.

Efforts through marketing and outreach shall be made to increase the number of families with incomes greater than thirty (30) percent of median income in the developments noted above in order to avoid concentrations of very low-income families in the developments as per the requirements of the QHWRA of 1998.

**ATTACHMENT B**

**Bangor Housing Commission  
820 Second Street  
Bangor, MI 49013  
Phone 269-427-5535 FAX 269-427-8876**

**CERTIFICATION  
OF  
VOLUNTARY CONVERSION OF PUBLIC HOUSING DEVELOPMENTS**

**October 1, 2008**

The Bangor Housing Commission hereby certifies that it has:

- Reviewed the following development's operation as public housing:
  - MI181 01 (14 family units)
  - MI181 02 (6 family units)
- Considered the implications of converting the above public housing developments to tenant based assistance; and
- Concluded that conversion of the above developments will be inappropriate because removal of the developments will not meet the necessary conditions for voluntary conversions since:
  - 1) Converting to tenant based assistance will cost more to operate the developments than as public housing. The residents and community overwhelmingly prefers the current public housing over tenant based assistance (Section 8);
  - 2) Residents and the community will benefit more by keeping the developments as public housing rather than converting to tenant based assistance; and
  - 3) Converting to tenant based assistance will adversely affect the availability of affordable housing in the City of Bangor, MI.

\_\_\_\_\_  
David L. Markel, Executive Director

\_\_\_\_\_  
Date

**ATTACHMENT B**

**Component 10 (B) Voluntary Conversion Initial Assessments**

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? **Two developments**
  
- 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)? **24 elderly units in MI181-01**
  
- c. How many Assessments were conducted for the PHA’s covered developments? **Two**
  
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **None**

<b>Development Name</b>	<b>Number of Units</b>

- d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **The assessment is complete**

**ATTACHMENT C**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Bangor Housing Commission		<b>Grant Type and Number</b> Capital Fund Program: MI33P18150105 Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2005
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies X Revised Annual Statement (revision no: 1)			
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 930/2008		<input checked="" type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$6,138.00	6,138.00	\$6,138.00	\$6,138.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs		10,000.00	\$4,896.00	\$4,896.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	55,238.00	50,342.00	\$50,342.00	\$50,342.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$61,376.00	61,376.00	\$61,376.00	\$61,376.00

**ATTACHMENT C**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>						
<b>PHA Name:</b> <b>Bangor Housing Commission</b>		<b>Grant Type and Number</b> Capital Fund Program: MI33P18150105 Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2005</b>	
<input type="checkbox"/> <b>Original Annual Statement</b>		<input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input checked="" type="checkbox"/> <b>Revised Annual Statement (revision no: 1)</b>				
<input checked="" type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: 930/2008</b>		<input checked="" type="checkbox"/> <b>Final Performance and Evaluation Report</b>				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Compliance					
23	Amount of line 20 Related to Security					
24	Amount of line 20 Related to Energy Conservation Measures	55,238	\$50,342.00	\$50,342.00	\$50,342.00	

**ATTACHMENT C**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Bangor Housing Commission		Grant Type and Number Capital Fund Program #: MI33P18150105  Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		6,138.00	6,138.00	6,138.00	\$6,138.00	Complete
HA-Wide	Fees & Cost	1430			\$4,896.00	\$4,896.00	\$4,896.00	Complete
MI181-01	Windows & Siding	1460		55,238	\$50,342.00	\$50,342.00	\$50,342.00	Complete



**ATTACHMENT D**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Bangor Housing Commission		<b>Grant Type and Number</b> Capital Fund Program: MI33P18150106 Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2006
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies X Revised Annual Statement (revision no: 1)			
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 930/2008		<input checked="" type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$5,925.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	\$8,000.00	0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$2,000.00	0.00	\$0.00	0.00
9	1450 Site Improvement	\$10,000.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$33,324.00	\$59,249.00	\$59,249.00	\$59,249.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$59,249.00	\$59,249.00	\$59,249.00	\$59,249.00

**ATTACHMENT D**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> <b>Bangor Housing Commission</b>		<b>Grant Type and Number</b> Capital Fund Program: MI33P18150106 Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2006</b>
<input type="checkbox"/> <b>Original Annual Statement</b>		<input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input checked="" type="checkbox"/> <b>Revised Annual Statement (revision no: 1)</b>			
<input checked="" type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: 930/2008</b>		<input checked="" type="checkbox"/> <b>Final Performance and Evaluation Report</b>			
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
21	Amount of line 20 Related to LBP Activities	0.00			
22	Amount of line 20 Related to Section 504 Compliance	0.00			
23	Amount of line 20 Related to Security	0.00			
24	Amount of line 20 Related to Energy Conservation Measures	33,324.00	\$59,249.00	\$59,249.00	\$59,249.00

**ATTACHMENT D**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Bangor Housing Commission		Grant Type and Number Capital Fund Program #: MI33P18150106  Capital Fund Program Replacement Housing Factor #:				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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		5,925.00	0.00	0.00	0.00	
“	A & E fees	1430		8,000.00	0.00	0.00	0.00	
MI181-02	Siding, Doors & Windows	1460		\$33,324.00	\$59,249.00	\$59,249.00	\$59,249.00	Complete
“	Site Acquisition at N. Center St.	1440		2,000.00	0.00	0.00	0.00	
MI181-02	Site Improvement	1450		0.00	\$0.00	\$0.00	\$0.00	



**ATTACHMENT E**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b> Bangor Housing Commission		<b>Grant Type and Number</b> Capital Fund Program: MI33P18150107 Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2007
<b>Original Annual Statement</b>		<input type="checkbox"/> Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)			
<b>Performance and Evaluation Report for Period Ending: 9/30/2008</b>		<input checked="" type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	6,069.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000.00	0.00	0.00	0.00
10	1460 Dwelling Structures	44,579.00	\$60,648.00	\$60,648.00	\$60,648.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$60,648.00	60,648.00	\$60,648.00	\$34,428.00

**ATTACHMENT E**

<b>Annual Statement/Performance and Evaluation Report</b>						
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>						
<b>PHA Name:</b> <b>Bangor Housing Commission</b>		<b>Grant Type and Number</b> Capital Fund Program: MI33P18150107 Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2007</b>	
<b>Original Annual Statement</b>		<input type="checkbox"/> <b>Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)</b>				
<b>Performance and Evaluation Report for Period Ending: 9/30/2008</b>		<input checked="" type="checkbox"/> <b>Final Performance and Evaluation Report</b>				
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>		
21	Amount of line 20 Related to LBP Activities	0.00				
22	Amount of line 20 Related to Section 504 Compliance	\$0.00				
23	Amount of line 20 Related to Security	0.00				
24	Amount of line 20 Related to Energy Conservation Measures	44,579.00	\$60,648.00	\$60,648.00	\$60,648.00	





## NOTICE OF ADOPTED - CHANGES TO ADMISSIONS AND CONTINUED OCCUPANCY POLICY

The following changes to the Admissions and Continued Occupancy Policy have been approved by the Board of Commissioners. Federal law requires that they become effective immediately, therefore, there is no comment period. The changes are entirely favorable to residents and applicants.

Section 8.3 of the Admissions and Continued Occupancy Policy relating to tenant selection/suitability is amended by adding the following:

No applicant for public housing who has been a victim of domestic violence, dating violence, or stalking shall be denied admission into the program if they are otherwise qualified.

Section 20.0 of the Admissions and Continued Occupancy Policy relating to lease termination is amended by adding the following:

An incident or incidents or actual threatened domestic violence, dating violence, or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence, and shall not be good cause for terminating the assistance, tenancy, or occupancy rights of the victim of such violence.

The Bangor Housing Commission may terminate the assistance to remove a lawful occupant or tenant who engages in criminal acts or threatened acts of violence or stalking to family members or others without terminating the assistance or evicting victimized lawful occupants.

The Bangor Housing Commission may honor court orders regarding the rights of access or control of the property and other orders issued to protect the victim and disused to address the distribution of possession or property among household members where the family "breaks up."

There is no limitation on the ability of the Bangor Housing Commission to evict for other good cause unrelated to the incident or incidents of domestic violence, dating violence or stalking, other than the victim may not be subject to a "more demanding standard" than non-victims.

There is no prohibition on the Housing Commission evicting if it "can demonstrate an actual and imminent threat to other tenants, guests or those employed at or providing service to the property if that tenant's (victim) tenancy is not terminated."

Any protections provided by law which give greater protection to the victim are not superceded by these provisions.

The Bangor Housing Commission may require certification by the victim of victim status on such forms as the Bangor Housing Commission and/or HUD shall prescribe or approve.

## Definitions

Definitions of domestic and dating violence refer to standard definitions in the Violence Against Women Act, the definition of stalking provided in Title VI is specific to the housing provisions. These are:

1. *Domestic Violence*- (as defined in Section 40002 of VAWA. 1994) which states as follows:

DOMESTIC VIOLENCE -The term "domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting or has cohabited with

the victim as a spouse, by a person similarly situated to a spouse of the victim under domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

2. *Dating Violence*-(as defined in Section 4002 of VAWA of 1994) which states as follows:

SEC 40002(a)(8) DATING VIOLENCE- The teiiu "dating violence" means violence committed by a person-

(A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

(i) The length of the relationship

(ii) The type of the relationship

(iii)The frequency of interaction between the persons involved in the relationship

3. *Stalking* means

(A) (i) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and (ii) to place under surveillance with the intent to kill, injure, harass or intimidate another person; and

(B) in the course of, or as a result of, such following, pursuit, surveillance or repeatedly committed acts, to place a person in reasonable fear of death of, or serious bodily injury to, or to cause substantial,emotional harm t--

(i) that person;

(ii) a member of the immediate family of that person; or

(iii)the spouse or intimate partner of that person;..."

4. *Immediate Family Member*-"means, with respect to a person-

(A) a spouse, parent, brother, sister, or child of that person, or an individual to whom that person stands in loco parentis; or

(B) any other person living in the household of that person and related to that person by blood or marriage."

**CERTIFICATION OF DOMESTIC  
VIOLENCE, DATING VIOLENCE,  
OR STALKING**

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

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

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

Note that a family member may provide, in lieu of this certification (or in addition to it):  
(1) A Federal, State, tribal, territorial, or local police or court record; or  
(2) Documentation signed by an employee, agent or volunteer of a victim service provider, an attorney or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking, or the effects of abuse, in which the professional attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation.

---

**TO BE COMPLETED BY THE VICTIM OF DOMESTIC VIOLENCE:**

Date Written Request Received By Family Member: \_\_\_\_\_

Name of the Victim of Domestic Violence: \_ Name(s) of \_\_\_\_\_  
other family members listed on the lease \_\_\_\_\_

\_\_\_\_\_  
Name of the abuser: \_\_\_\_\_

Relationship to Victim: \_\_\_\_\_

Date the incident of domestic violence occurred: \_\_\_\_\_

Time: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Name of victim:

Description of Incident: [INSERT

TEXT LINES IHERE]

I hereby certify that the information that I have provided is true and correct and I believe that, based on the information I have provided, that I am a victim of domestic violence, dating violence or stalking and that the incident(s) in question are bona fide incidents of such actual or threatened abuse. I acknowledge that submission of false information relating to program eligibility is a basis for termination of assistance or eviction.

Signature \_\_\_\_\_ Executed on (Date)

All information provided to a PHA, owner or manager relating to the incident(s) of domestic violence, including the fact that an individual is a victim of domestic violence shall be retained in confidence by an owner and shall neither be entered into any shared database nor provided to any related entity, except to the extent that such disclosure is (i) requested or consented to by the individual in writing; (ii) required for use in an eviction proceeding or termination of assistance; or (iii) otherwise required by applicable law.

## VIOLENCE AGAINST WOMEN ACT POLICY(VAWA) & OTHER REQUIRED DOCUMENTS

Public Housing Authorities were notified of the passage of the Violence Against Women Act (VAWA) and Department of Justice Reauthorization Act of 2005. VAWA prohibits the eviction of and removal of assistance from, certain persons living in public housing if the grounds for such action is an instance of domestic violence, dating violence or stalking. Housing Commissions need to make tenants participating in public housing programs aware of the requirements and certifications for VAWA The Five Year Plan and the Annual Plan must also be amended to reflect the changes and requirements. In addition, PHA's must amend leases and Admissions and Continued Occupancy Policies. Residents must also be provided of their rights under VAWA. The primary objectives of VAWA is to reduce violence against women and to protect or increase the protection of the safety and confidentiality of the women who victims of abuse. Even through the title of the Act states women the statute applies to both men and women. The definitions contained in the following pages are taken right from the United States Housing Act. Once Board approval is given the residents will be notified of the Violence Against Women Act Policy and given lease addendums. Since this is a mandated act of Congress the Act went into effect immediately and there was no comment period.

The following pages contain the documents that are to be implemented with the Violence Against Women Act.

1. HUD Certification foini #50066
2. Other Certification foam
3. Letter to Residents regarding the Violence Against Women Act
4. Lease Change Notice to Residents
5. Lease Provision Notice (addendum to lease)
6. Notification of Rights to Public Housing Residents
7. Violence Against Women Act Policy
8. Admissions and Continued Occup. ncy Policy Changes
9. Public Housing Agency Annual Plan Provision
10. Public Housing Agency Five Year Plan Provision

BANGOR HOUSING COMMISSION  
820 Second St.  
Bangor, MI 49013  
LEASE ADDENDUM

Violence Against Women Act (VAWA)

Resolution No.

The Bangor Housing Commission shall not deny admission to any applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking if the applicant otherwise qualifies for assistance or admission.

Termination of the Lease: An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence and shall not be good cause for terminating the assistance, tenancy, or occupancy rights of the victim of such violence.

By signing hereunder, Tenant acknowledges agreement to the terms herein contained and a receipt of a copy hereof.

Resident's Signature

\_\_\_\_\_ date

Spouse Signature

\_\_\_\_\_ date

Manager's Signature

\_\_\_\_\_ date

BANGOR HOUSING COMMISSION  
DOMESTIC VIOLENCE POLICY  
PUBLIC HOUSING

**1. Eligibility screening and domestic violence**

- a. An applicant household shall not be denied assistance solely because it includes a victim of domestic violence, provided that the perpetrator of domestic violence is not a member of the applicant household.
- b. In determining eligibility for housing assistance in cases where Bangor Housing Commission has become aware that the household includes a victim of domestic violence, and when screening reveals negative and potentially disqualifying information, such as poor credit history, previous damage to an apartment, or a prior arrest, inquiries will be made regarding the circumstances contributing to this negative reporting, to ascertain whether these past events were the consequence of domestic violence against a member to the applicant household.
- c. Any such inquiries will make clear that members of applicant households have a right to keep any history of domestic violence against them confidential.
- d. When inquiries reveal that the negative reporting was the consequence of domestic violence against a member of the applicant household, the applicant household will not be denied housing assistance on the basis of this reporting, provided that the perpetrator of domestic violence is not a member of the applicant household.
- e. All adult members of a household applying for assistance will be informed that in the above circumstances, a history of domestic violence will mitigate negative findings due to the domestic violence.

**2. Termination of housing assistance**

Individuals will not be terminated from housing assistance solely because they are the victims of domestic violence, or because they have sought the assistance of the police or the courts.

The Bangor Housing Commission can evict for other good cause unrelated to the incident or incidents of domestic violence, dating violence or stalking provided that the victim is not subject to a "more demanding standard" than non-victims.

### **3. Family break-up policies**

- a. When a household receiving assistance breaks up and domestic violence is a factor, first priority will be given to the best interest of the family.
- b. If there is a court determination of the family members' respective rights as to the housing assistance, including a determination set out in a personal protection order that determination will be taken into consideration.
- c. An individual receiving housing assistance must notify the Bangor Housing Commission when a household composition changes :due to domestic violence and then the rent which had previously been determined based on the income of an abusive family member who has left the household or been excluded from the household by a personal protect in order or other court order, for the unit will be adjusted to reflect the household's changed circumstances. In any event, rent changes shall be made in accordance with the Commission's Admission and Continued Occupancy Policy.
- d. When households including both citizens and noncitizens break up, a noncitizen victim of domestic violence may still be eligible for housing assistance only if they are a national or eligible non-citizen or if they have remaining family members that are eligible. In this case assistance will be prorated, in accordance with the Commission's Admission and Continued Occupancy Policy.

For example:

Should the household contain 2 adults and the offending member was an eligible citizen and the non-offending member was not, they would not be eligible for continued assistance.

Should the household contain 2 adult members, offending member an eligible citizen and a non-offending non-eligible, plus 2 eligible children assistance would continue, at a prorated rate for the 2 eligible children and the non-eligible adult could retain housing but would receive no subsidy.

In such instances, the noncitizen victim of domestic violence may be referred to local legal service agencies, for assistance in self-petitioning for legal permanent residency statue for the non-eligible member.

### **4. Emergency transfers, relocations and portability**

- a. public housing household is required to give written notice to BTHC before moving out or terminating the lease. If the household must move to protect a member's safety it will be responsible to the BTHC for their share of rent and to follow program rules until the BTHC releases tenant from their lease obligations. The Bangor Housing Commission may also refer public housing resident to local legal service agencies for assistance.

- b. The Bangor Housing Commission would make every effort, once the domestic violence has been verified to assist the family in transferring to a different BTHC unit provided:
  - 1. that an approved size unit is available and
  - 2. these transfers are approved by the screening committee.

## 5. CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING

Among; other requirements, Sections 606 and 607 of VAWA add certification and confidentiality provisions that allow for PHAs, owners or managers responding to an incident or incidents of actual or threatened domestic violence, dating violence or stalking that may affect a tenant's participation in the housing program to request in writing that an individual complete, sign and submit, within 14 business days of the request, a HUD-approved certification form. On the form, the individual certifies that he/she is a victim of domestic violence, dating violence, or stalking, and that the incident or incidences in questions are bona fide incidences of such actual or threatened abuse. On the certification form, the individual shall provide the name of the perpetrator.

In lieu of a certification form, or in addition to the certification form, a tenant may provide to PHAs, managers or owners, (1) a Federal, State, tribal, territorial, or local police record or court record; (2) documentation signed and attested to by an employee, agent or volunteer of a victim service provider, an attorney or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking, or the effects of abuse, in which the professional attests under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, or stalking has signed or attested to the documentation.

## 6. **Linkage with community resources**

At orientation an informational director will be presented to each new participant. When the Bangor Housing Commission becomes aware that an individual is experiencing or has experienced domestic violence, the Bangor Housing Commission may refer him or her to domestic violence advocates. The Bangor Housing Commission will also inform the individual that local legal service agencies are available to provide assistance and representation to domestic violence victims in obtaining and maintaining personal protection orders, custody orders, exclusive use of the home, and other necessary legal remedies for victims of domestic violence; that the Personal Protection Order office is available to provide assistance in obtaining PPO's; and that the

Bangor City Police Department is available for emergency response and intervention.

## 7. **Definitions**

- a. "Domestic violence" is defined as the behavior set out in M.C.L.A. § 600.2950 (1) carried out by those categories of persons set out in M.C.L.A. § 600.2950 (1). It is not limited to violence between individuals who are married or formerly married or who have a child in common. It includes threats and any other conduct that causes a reasonable apprehension of violence by those categories of persons set out in M.C.L.A. § 600.2950 (1) is attached as Appendix A.
- b. A "perpetrator" of domestic violence is defined as the primary aggressor in a violent relationship. In situations where there is doubt as to who the primary aggressor is in a violent relationship, appropriate considerations include the relative severity of injuries each person has received as a result of the violence, any history of complaints of domestic violence against either individual, household members' and others' accounts of the history of the domestic violence, and whether one person acted in self-defense.
- c. Dating Violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved in the relationship.
- d. Stalking to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or to place under surveillance with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (i) that person; (ii) a member of the immediate family of that person; or (iii) the spouse or intimate partner of that person.
- e. Immediate Family Member: a spouse, parent, brother or sister, or child of the person, or an individual to whom that person stands in loco parentis (in place of a parent); or any other person living in the household of that person and related to that person by blood or marriage.

## 8. **Verification of domestic violence**

- a. The Bangor Housing Commission may accept any of following as verification of the existence of domestic within the household.
  - ® Credible statement from victim.

- Statement of workers from a domestic violence shelter or other domestic violence program.
- Ⓡ Statement from counselors.
- Medical records.
- a Reports and statements from police, judges and other court officials, clergy, social workers, and other social service agencies.
- Ⓡ Any other form of credible evidence.

## 9. Confidentiality

- a. Any documentation or evidence supplied by an individual to verify domestic violence will be kept strictly confidential and will not be shared with any person other than the relevant Bangor Housing Commission decision makers unless the individual voluntarily waives confidentiality.
- b. Any information provided by an individual regarding his or her status as a victim of domestic violence will be kept strictly confidential and will not be shared with any person other than the relevant Bangor Housing Commission decision makers unless the individual voluntarily waives confidentiality.
- c. All legal mandates of confidentiality will be honored.

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### APPENDIX A M.C.L.A § 600.2950(1)

Sec. 2950. (1) provides in pertinent part:

[A]n individual may petition the family division of circuit court to Enter a personal protection order to restrain or enjoin a spouse, a former Spouse, an individual with whom he or she has had a child in common, an individual with whom he or she has or has had a dating relationship, or an individual residing or having resided in the same household as the petitioner from doing 1 or more of the following:

- (a) Entering onto premises.
- (b) Assaulting, attaching, breathing, molesting, or wounding a named individual.
- (c) Threatening to kill or physically injure a named individual.
- (d) Removing minor children from the individual having legal custody of the children, except as otherwise authorized by custody or parenting time order issued by a court of competent jurisdiction.
- (e) Purchasing or possessing a firearm.

Interfering with petitioner's efforts to remove petitioner's children or personal property from premises that are solely owned or leased by the individual to be restrained or enjoined.

- (g) Interfering with petitioner at petitioner's place of employment or education or engaging in conduct that impairs petitioner's employment or educational relationship or environment.
- (h) Having access to information in records concerning a minor child of both petitioner and respondent that will inform respondent about the address or telephone number of petitioner and petitioner's minor child or about petitioner's employment address.
- (i) Engaging in conduct that is prohibited under section 41 lh or 411i of the Michigan penal code, 1931 PA 328, MCL 750.41 lh and 750.411i.
- (j) Any other specific act or conduct that imposes upon or interferes with personal liberty or that causes a reasonable apprehension of violence.