

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

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# 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:** Northern Marianas Housing Corporation

**PHA Number:** TQ 901

**PHA Fiscal Year Beginning:** (10/2008)

**PHA Programs Administered:**

**Public Housing and Section 8**   
  **Section 8 Only**   
  **Public Housing Only**  
 Number of public housing units:      Number of S8 units: 363      Number of public housing units:  
 Number of S8 units:

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

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

### Public Access to Information

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

### Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website

Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 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 Northern Marianas Housing Corporation is committed to:

- ❖ Providing efficient and responsive delivery of housing, mortgage and community development programs to the people of the Commonwealth;
- ❖ Affording fair and equal opportunity to housing programs and services for all, with special emphasis to very-low, low and moderate income individuals, elderly and persons with disabilities;
- ❖ Increasing and implementing home ownership programs with houses that are safe, decent, sanitary and affordable;
- ❖ Encouraging and promoting economic independence, self-sufficiency and upward mobility for families; and
- ❖ Implementing programs to address the growing and future needs and cost-effective viability of communities in the Commonwealth.

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:

- Acquire or build units or developments
- Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score)
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to 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: (list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

**Other PHA Goals and Objectives: (list below)**

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

**Executive Summary**

NMHC's 2008 Annual Plan contains information highlighted in its Table of Contents. Since its last RIM review, NMHC has been working diligently in resolving the findings cited by the said review. Furthermore, the agency has completed revising its Administrative Plan in September 2007. NMHC is now working at assessing the feasibility of activating additional programs, as included in NMHC's Five Year Plan. These programs include: 1) FSS and 2) Homeownership programs. Members of NMHC's Section 8 staff completed intense training on SEMAP requirements, Rent Calculations, and the above-mentioned programs.

The agency intends to maintain its improved SEMAP performance rating and ensure that the program is properly monitored and administered in the coming years.

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

**Required Attachments:**

- Admissions Policy for Deconcentration
- FY 2005 Capital Fund Program Annual Statement
- 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
- FY 2005 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

**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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	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
	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
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
	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
	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 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or	Annual Plan: Operations and Maintenance

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	eradication of pest infestation (including cockroach infestation)	
	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	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	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional)	(specify as needed)

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	(list individually; use as many lines as necessary)	

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	758	5	3	2	1	1	1
Income >30% but <=50% of AMI	30	5	2	2	1	1	1
Income >50% but <80% of AMI	4	4	2	2	1	1	1
Elderly	56	5	3	2	2	1	1
Families with Disabilities	5	5	3	2	4	1	1
Race/Ethnicity – Caucasian	13	5	2	2	1	1	1
Race/Ethnicity – Asian	59	5	2	2	1	1	1
Race/Ethnicity – Micronesian	672	5	2	2	1	1	1
Race/Ethnicity – African American	0	-	-	-	-	-	-

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: NMHC  
Indicate year: 2008
- 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) 2008 Winten2 database on statistics and through interviewing applicants.

## 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			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	758	100%	
Extremely low income <=30% AMI	718	95%	
Very low income (>30% but <=50% AMI)	40	5%	
Low income (>50% but <80% AMI)	6	.5 %	
Families with children	710	94%	
Elderly families	4	.05%	
Families with Disabilities	62	8%	
Race/ethnicity–Caucasian	13	.2%	
Race/ethnicity – Asian	59	.9%	
Race/ethnicity – Micronesian	672	89%	
Race/ethnicity –	0		

Housing Needs of Families on the Waiting List			
African American			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> 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)

**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)

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA’s selection of the strategies it will pursue:

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2008 grants)</b>		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 3,039,957.00 \$ 246,664.00	HAP/URP PAYMENTS OPERATIONS/ADMIN EXPENSES
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
h) Community Development Block Grant CDBG ADMIN	\$ 1,088,778.00 \$ 272,194.00	COMMUNITYDEV. OPERATIONS/ADMIN EXPENSES
i) HOME  HOME ADMIN	\$ 509,919.00 \$ 89,986.00	HOME REHAB/CONST. OPERATIONS/ADMIN EXPENSES
Other Federal Grants (list below)		
ESG	\$ 56,789.00	OPERATIONS/ESSENTIA L SERVICES FOR THEEMERGENCY SHELTER
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
<b>4. Other income (list below)</b>		
MULTI-FAMILY SECTION 8	\$ 1,247,904.00	OPERATIONS/ADMIN EXPENSES
<b>4. Non-federal sources (list below)</b>		
INTEREST INCOME ALL NOTES/TCD/SAVINGS	\$ 426,309.00	OPERATIONS/ADMIN EXPENSES
<b>Total resources</b>	<b>\$ 6,978,500.00</b>	

### **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)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

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

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

**(2)Waiting List Organization**

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

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

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

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

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
  - Two
  - Three or More
- b.  Yes  No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

- a. Income targeting:
- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:  
In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
  - Overhoused
  - Underhoused

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

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.

Date and Time

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

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 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)

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)

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)

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)

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

Tenant rent payment history.

### **(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)

NMHC's Rota and Tinian Field Offices.

**(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:

- 1) If a selected unit fails to meet the HQS move-in inspections;
- 2) If a family fails to find a suitable unit under the specified timeframe; and
- 3) Hard to House families (unavailability of unit sizes).

**(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)

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.

1      Date and Time

Former Federal preferences

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

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)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- Date and time of application
- Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)
- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- Through published notices
- Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

- a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

- \$0  
 \$1-\$25  
 \$26-\$50

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

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

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

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

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

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

- For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

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

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> 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)

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)

**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 below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
- Other (list below)

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

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

## **(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)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

### B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers	363	4
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
Section 8 Multifamily Program	132	6
CDBG Program		
CPD Program	0	0
HOME Program		
ESG Program		

### 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.

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

(2) Section 8 Management: (list below)

Section 8 Administrative Plan for Rental Assistance Programs.

## **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:

ARTICLE XVI. SECTION 3, 4, 5, AND 6 OF NMHC'S ADMINISTRATIVE PLAN

### **3. REVIEWS AND HEARINGS**

All grievances shall be heard in accordance with NMHC's Grievance Procedures. A copy of NMHC's Grievance Procedures shall be given to each family during their initial briefing.

### **4. INFORMAL REVIEWS FOR APPLICANTS**

Reviews are provided for applicants who are denied assistance before the effective date of the HAP contract. The exception is that when an applicant is denied assistance based on citizenship or eligible immigrant status, the applicant is entitled to an informal hearing.

When NMHC determines that an applicant is ineligible for the program, the family must be notified of their ineligibility in writing. The notice will contain the reason(s) they are ineligible, the procedure for requesting a review if the applicant does not agree with the decision and the time limit for requesting a review.

NMHC shall provide applicants with the opportunity for an Informal Review of decisions denying:

- Listing on NMHC's waiting list;
- Issuance of a Voucher; or
- Participation in the program.

Informal Reviews are not required for established policies and procedures and NMHC determinations such as:

- Discretionary administrative determinations by NMHC;
- General policy issues or class grievances;
- A determination of the family unit size under NMHC's occupancy standards;
- Refusal to extend or suspend a voucher;
- Disapproval of lease;
- Determination that a unit is not in compliance with HQS; or
- Determination that a unit is not in accordance with HQS due to family size or composition.

## 5. INFORMAL HEARINGS

NMHC will provide a copy of the hearing procedures in the family briefing packet.

When NMHC makes a decision regarding the eligibility and/or the amount of assistance, applicants and participants must be notified in writing. NMHC will give the family prompt notice of such determinations, which shall include:

- The proposed action or decision of NMHC;
- The date of the proposed action or decision will take place;
- The explanation of the basis for NMHC's decision;
- The procedures for requesting a formal hearing if the family disputes the action or decision;
- The time limit for requesting the formal hearing; or

- To whom the formal hearing request should be addressed.

NMHC must provide participants with the opportunity for an Informal Hearing for decisions related to any of the following:

- Determination of the family's annual or adjusted income and the computation of the housing assistance payment;
- Determination to terminate assistance for any reason;
- Determination to pay an owner claim for damages, unpaid rent or vacancy loss for Section 8 Multi-family project-based housing; or
- Termination of the voucher holder in the event of the break-up of the family.

NMHC must always provide the opportunity before termination of assistance.

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

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

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

- a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)
- 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:

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:

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:

## **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.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> 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

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.

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
	Occupancy by only the elderly <input type="checkbox"/>
	Occupancy by families with disabilities <input type="checkbox"/>
	Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	
	Approved; included in the PHA’s Designation Plan <input type="checkbox"/>
	Submitted, pending approval <input type="checkbox"/>
	Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>	
5. If approved, will this designation constitute a (select one)	
	<input type="checkbox"/> New Designation Plan
	<input type="checkbox"/> 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  
 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.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> 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) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> 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.)

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

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

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

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

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

--	--	--	--	--

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination
  - Actively notifying residents of new policy at times in addition to admission and reexamination.
  - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - Establishing a protocol for exchange of information with all appropriate TANF agencies
  - Other: (list below)

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

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design

- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

**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)

**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 2005 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

**Comments:** Audits for FYs 2006 and 2007 are currently being finalized.

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment
  - Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

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

**Comments:** NMHC is exempted from this requirement pursuant to 24 CFR Subpart E, Section 964.425 (a)(1) since NMHC has “no public housing units.”

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

- Attached at Attachment (File name)  
 Provided below:

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

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

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

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

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

#### 3. Description of Resident Election Process

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

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

- b. Eligible candidates: (select one)

- Any recipient of PHA assistance

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: (Northern Marianas Housing Corporation)
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)
  - Other: (list below)
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

**D. Other Information Required by HUD**

The NMHC Board of Directors, through Board Resolution No. 64, “approved the publication, certification, and adoption of the revised Administrative Plan for Rental Assistance Programs” on September 13, 2007 (*See* Attached Board Resolution). The Revised Administrative Plan expanded NMHC’s policy and processing guidelines for Section 8 tenant-based assistance for admission and continued participation actions, the reinstatement and expansion of the program’s preference system, closure and purging of the waiting list along with other pertinent provisions.

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

## Attachments

- 1) NMHC's Updated Organizational Chart;
- 2) Board Resolution No. 64; and
- 3) Most recent Board-approved Operating Budget.

# PHA Plan Table Library

## Component 7 Capital Fund Program Annual Statement Parts I, II, and II

### Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number      FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
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	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement**  
**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

## Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

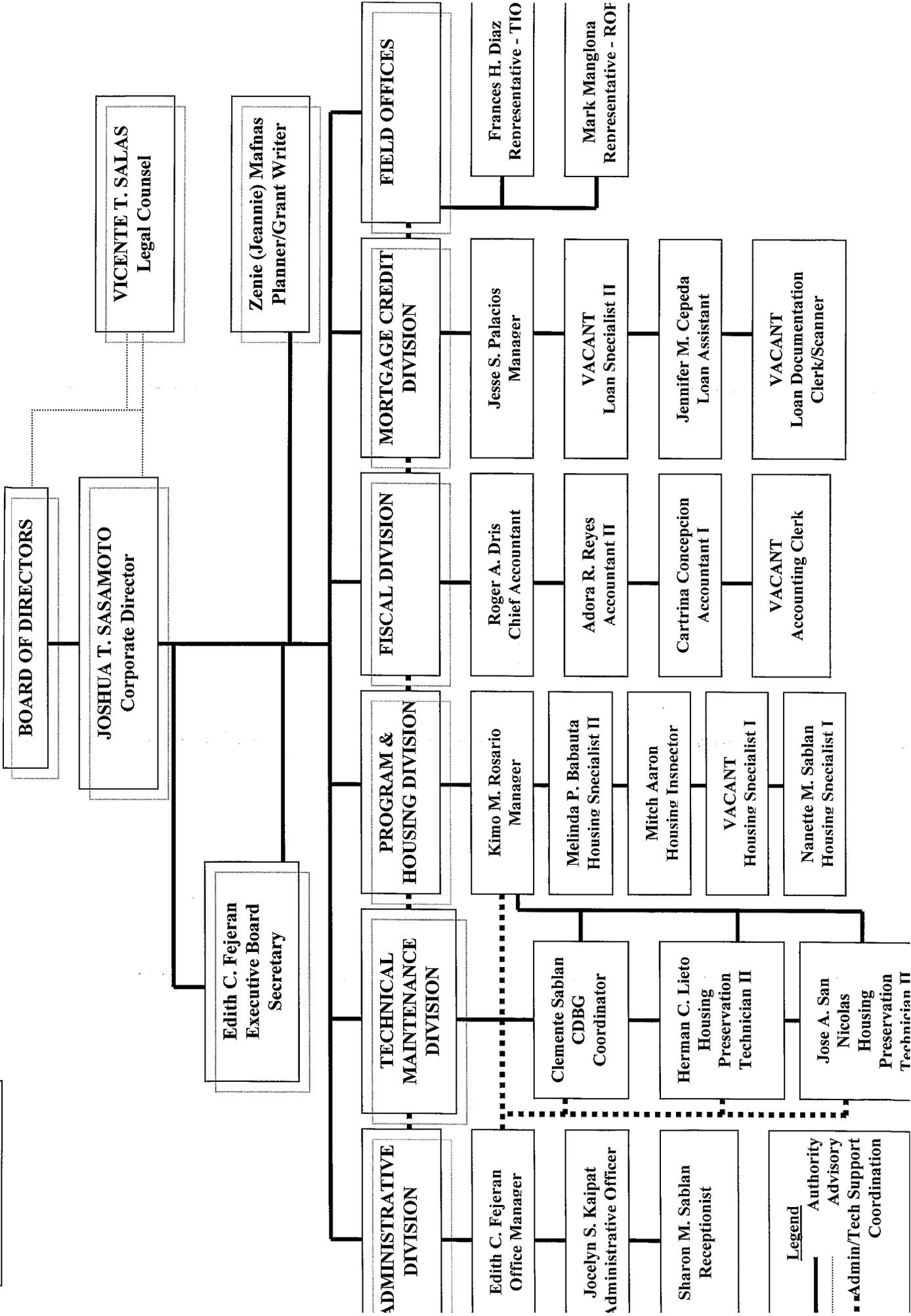
Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total estimated cost over next 5 years</b>				



# NORTHERN MARIANAS HOUSING CORPORATION ORGANIZATIONAL CHART

As of July 2008



**NORTHERN MARIANAS HOUSING CORPORATION**

**RESOLUTION OF THE BOARD OF DIRECTORS**

**NO. 64**

**A Resolution of the Board of Directors of the Northern Marianas Housing Corporation approving the publication, certification and adoption of the revised Administrative Plan for Rental Assistance Programs.**

**WHEREAS**, the United States Department of Housing and Urban Development (HUD), operates a subsidized housing program known as the Section 8 Program;

**WHEREAS**, the Northern Marianas Housing Corporation (NMHC) has been given the task to administer this program in the Commonwealth of the Northern Mariana Islands;

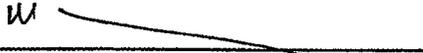
**WHEREAS**, on September 20, 2000, NMHC adopted an Administrative Plan, a plan that established policies for carrying out NMHC's rental assistance programs in a manner consistent with funding source requirements and local objectives. The Plan covers both admission and continued participation in the rental assistance programs;

**WHEREAS**, NMHC recommends the immediate update of its Administrative Plan to ensure continued conformity with HUD policies and regulations governing the Section 8 Housing Assistance Program; namely, its policy and processing guidelines for Section 8 tenant-based assistance for admission and continued participation actions, the reinstatement and expansion of the program's preference system, closure and purging of the waiting list, and other pertinent provisions;

**WHEREAS**, because of the aforesaid recommendation, there is now a need to revise the Administrative Plan, so as to conform with HUD policies and program regulations and other administrative mandates;

**THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE  
NORTHERN MARIANAS HOUSING CORPORATION, that the Chairman of the Board and  
the Corporate Director are hereby authorized to approve the publication, certification, and  
adoption of the revised Administrative Plan for Rental Assistance Program.**

**ADOPTED BY THE NORTHERN MARIANAS HOUSING CORPORATION ON  
THE 13th DAY OF SEPTEMBER, 2007.**

  
**MANUEL A. SABLAN**  
**Chairman, Board of Directors**

**I HEREBY CERTIFY THAT THE FOREGOING RESOLUTION OF THE  
NORTHERN MARIANAS HOUSING CORPORATION WAS UNANIMOUSLY AND DULY  
ADOPTED ON THIS 13th DAY OF SEPTEMBER, 2007.**

  
**OSCAR QUITUGUA**  
**Secretary**

**Approved as to form by:**

  
**VICENTE T. SALAS**  
**Legal Counsel**

31-May-07

NORTHERN MARIANAS HOUSING CORPORATION  
BUDGET WORKSHEET FILES  
YEARS INDICATED

-----  
WKSHEET

NO

TITLE

- 
- B BUDGET SUMMARY
  - C SECTION 8 REVENUE
  - D PROJECTED OTHER REVENUES
  - E BUDGET WORKSHEET PERSONNEL
  - F BUDGET EXPENSE SUMMARY
  - G INTEREST AND PRINCIPAL EXPENSE
  - H BUDGET WORKSHEET EXPENSES

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COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS  
 NORTHERN MARIANAS HOUSING CORPORATION  
 STATEMENT OF PROJECTED REVENUE AND EXPENSE "B"  
 FOR FISCAL YEAR

	2007	2008	BUDGET EST. 2007	BUDGET EST. 2007	BUDGET EST. 2007	BUDGET EST. 2008	BUDGET EST. 2008	BUDGET EST. 2008
			Saipan	Rota	Tinian	Saipan	Rota	Tinian

REVENUE:	2007	2008	2007	2007	2007	2008	2008	2008
SECTION 8 HOUSING PROGRAM:								
GARAPAN PHASE I	\$0	\$0						
GARAPAN PHASE II	\$470,328	\$478,512	\$470,328			\$478,512		
MIHAVILLE	\$246,204	\$265,032	\$246,204			\$265,032		
KOBIERVILLE	\$188,004	\$191,184		\$273,840	\$188,004		\$279,720	\$191,184
TINIAN	\$273,840	\$279,720						
ROTA	\$242,150	\$145,125	\$190,118	\$38,691	\$13,342	\$111,375	\$33,750	
HOUSING CHOICE VOUCHER ADMIN FEES	\$246,046	\$246,046	\$246,046	\$0		\$246,046	\$0	
CDBG GRANT ADMIN FEES	\$89,986	\$89,986	\$89,986	\$0		\$89,986	\$0	
HOME GRANT ADMIN FEES								
PROJECTED GROSS REVENUE SECTION 8	\$1,756,557	\$1,695,604	\$1,242,681	\$312,531	\$201,346	\$1,190,950	\$313,470	\$191,184
LESS 1% NON-OCCUPANCY	(\$11,784)	(\$12,144)	(\$7,185)	(\$2,738)	(\$1,880)	(\$7,435)	(\$2,797)	(\$1,912)
TOTAL	\$1,744,774	\$1,683,460	\$1,235,516	\$309,792	\$199,466	\$1,183,515	\$310,673	\$189,272

INTEREST TCD	\$33,518	\$113,552	\$33,518					
INTEREST SAVINGS AND LOAN ACCTS	\$4,908	\$3,201	\$3,201					
INTEREST INCOME ALL NOTES	\$894,550	\$309,557	\$769,889	\$55,389	\$69,272	\$305,535	\$6,223	\$36,494
HOME PRESERVATION GRANT	\$0	\$0						
HOUSING CHOICE VOUCHER PROGRAM	\$3,310,560	\$1,960,800	\$2,599,200	\$528,960	\$182,400	\$1,504,800	\$456,000	\$0
RENTAL OF HOUSING UNITS - OTHERS	\$0	\$0						
TOTAL PROJECTED OTHER REVENUE SOURCES	\$4,243,536	\$2,387,109	\$3,405,807	\$584,349	\$251,672	\$1,810,335	\$462,223	\$36,494

TOTAL PROJECTED INTEREST INCOME ALL NOTES/SAVINGS	\$932,976	\$426,309	\$806,607	\$55,389	\$69,272	\$305,535	\$6,223	\$36,494
TOTAL PROJECTED FEDERAL GRANT REVENUE SOURCES	\$1,744,774	\$1,683,460	\$1,235,516	\$309,792	\$199,466	\$1,183,515	\$310,673	\$189,272

PROJECTED TOTAL REVENUE ON INTEREST INCOME ALL NOTES/SAVINGS/FEDERAL GRANTS	\$2,677,749	\$2,109,769	\$2,042,123	\$365,182	\$268,737	\$1,489,050	\$316,895	\$325,766
PROJECTED TOTAL REVENUE ON ALL SOURCES	\$5,988,309	\$4,070,569	\$4,641,323	\$894,142	\$451,137	\$2,993,850	\$772,895	\$225,766

PROJECTED EXPENSES:								
PERSONNEL COMPENSATION AND BENEFITS	\$1,214,131	\$1,198,499						
OTHER OPERATING EXPENSES	\$1,602,618	\$1,050,270						
HOME/CDBG/HUD	\$0	\$0						
HOME PRESERVATION GRANT	\$0	\$0						
HOUSING CHOICE VOUCHER PROGRAM	\$3,171,560	\$1,821,800						
PROJECTED TOTAL EXPENSES	\$5,988,309	\$4,070,569						
PROJECTED NET INCOME (LOSS)	\$0	(\$0)						

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SECTION 8 REVENUE  
 31-May-07  
 COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS  
 BUDGET PREPARATION FISCAL YEARS INDICATED  
 SECTION 8 HOUSING PROGRAM REVENUE "C"

PROJECT	YEAR COMPLETED	UNIT SIZE	NO.	CONTRACT RENT	2007 PROJECTED ANNUAL RENT	2008 PROJECTED ANNUAL RENT	2007 SAIPAN PROJECTED ANNUAL RENT	2007 ROTA PROJECTED ANNUAL RENT	2007 TINIAN PROJECTED ANNUAL RENT	2008 SAIPAN PROJECTED ANNUAL RENT	2008 ROTA PROJECTED ANNUAL RENT	2008 TINIAN PROJECTED ANNUAL RENT
MIHAVILLE	1981 2-BR		10	764	\$90,120	\$91,680	\$90,120			\$91,680		
	3-BR		18	812	\$172,368	\$175,392	\$172,368			\$175,392		
	4-BR		20	881	\$207,840	\$211,440	\$207,840			\$211,440		
TINIAN	1982 2-BR		4	719	\$33,936	\$34,512			\$33,936			\$34,512
	3-BR		7	780	\$64,428	\$65,520			\$64,428			\$65,520
	4-BR		9	844	\$89,640	\$91,152			\$89,640			\$91,152
ROTA	1982 3-BR		20	763	\$179,280	\$183,120		\$179,280			\$183,120	
	4-BR		10	805	\$94,560	\$96,600		\$94,560			\$96,600	
KOBLEWILLE	1984 2-BR		12	605	\$80,928	\$87,120	\$80,928			\$87,120		
	3-BR		5	627	\$34,980	\$37,620	\$34,980			\$37,620		
	4-BR		5	687	\$38,280	\$41,220	\$38,280			\$41,220		
	5-BR		12	688	\$92,016	\$99,072	\$92,016			\$99,072		
TOTALS			132	\$1,178,376	\$1,214,448	\$716,532	\$273,840	\$188,004	\$743,544	\$279,720	\$191,184	
HOUSING CHOICE VOUCHER PROGRAM- 215 UNITS APPLIED FOR 1992 TQ801V00034					\$1,960,800	\$1,960,800	\$1,504,800	\$456,000	\$118,560	\$1,504,800	\$456,000	
HOUSING CHOICE VOUCHER PROGRAM- 63 UNITS TINGTING APPLIED FOR 2004 EXPIRE 09/30/07 TQ901V00035 (3 YRS. CONTRACT)					\$574,560	\$456,000	\$638,400	\$72,960	\$63,840			\$0
HOUSING CHOICE VOUCHER PROGRAM- 85 UNITS CHABA APPLIED FOR 2005 EXPIRE 12/31/07 TQ901V00037 (3 YRS. CONTRACT)					\$775,200	\$775,200						
TOTAL VOUCHER					\$3,310,560	\$1,960,800	\$2,599,200	\$528,960	\$182,400	\$1,504,800	\$456,000	\$0
ANTICIPATED HOUSING CHOICE VOUCHER ADMIN FEES (215X12X\$6.25)					242,150	145,125			\$3,310,560			\$1,960,800

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31-May-07 COMMONWEALTH OF THE NORTHERN MARINA ISLANDS  
 NORTHERN MARIANAS' HOUSING CORPORATION  
 PROJECTED OTHER REVENUES 'D'  
 BUDGET WORKSHEET FISCAL 2007 AND 2008

TCD #	AMOUNT INVESTED	RATE	TERM	PROJECTED MONTHLY REVENUE	2007		2008		2007 SAIPAN		2007 ROTA		2007 TINIAN		2008 SAIPAN		2008 ROTA		2008 TINIAN			
					BUDGET ANNUAL REVENUE																	
TCD	2558415	0.045	365	9463	33,518	113,552	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
BP	714316	0.002	365	117	3,126	1,409	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
BP	908261	0.002	365	149	1,782	1,792	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
TOTAL PROJECTED TCD REVENUE					9463	39518	113552	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SAVINGS AND LOAN ACCOUNT INTEREST																						
INTEREST ON NOTES:																						
LOAN TYPE OF LOAN					TOTAL RECEIVABLE	INTEREST RATE																
GENERAL LOANS	WHITTE/FORECLOSED UNITS																					
COVENANT LOANS																						
HL LOANS																						
MPLT LOANS																						
BANKPACIFIC LOANS																						
TOTAL PROJECTED INTEREST INCOME					\$9,316,210	\$16,545,955																
TOTAL PROJECTED INTEREST INCOME							20% ALLOWANCES															
COMMUNITY DEVELOPMENT BLOCK GRANT:																						
AVERAGE GRANT					AVERAGE ADMIN COST																	
CDBG GRANT/ADMIN	\$1,230,228		20%		246,046	246,046	246,046	246,046	246,046	246,046	246,046	246,046	246,046	246,046	246,046	246,046	246,046	246,046	246,046	246,046	246,046	
HOME GRANT/H.U.D - ADMIN	\$599,905		15%		\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	\$89,986	
HOME PRESERVATION GRANT			10%		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
LEASE OR SALE OF EASEMENTS																						
SALE OF SUGAR KING II UNITS																						
RENTAL OF HOUSING UNITS																						
TOTAL PROJECTED REVENUE					\$1,269,007	\$762,341	\$1,222,672	\$55,389	\$69,272	\$758,319	\$6,223	\$36,494	\$801,035									

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DATE: 31-May-07

DEPT: INDEPENDENT AGENCY  
 DIV/ACT: NMHC  
 ACCT #: NO ACCOUNT

PD	POSITION TITLE	GRADE STEP	PROJECTED EXPENSE	GRADE STEP	PROJECTED EXPENSE
		FY 2007	FY 2007	FY 2008	FY 2008

ADMIN	1 CORPORATE DIRECTOR	VACANT CONTRACT	\$70,000	CONTRACT	\$70,000
ADMIN	2 EX&BRD SECY/OFF MGR	35-12 CONTRACT	\$49,266	35-12 CONTRACT	\$49,266
ADMIN	3 GRANT WRITER	32-05 CONTRACT	\$36,750	32-06 CONTRACT	\$36,750
ADMIN	4 ADMIN OFFICER	18-05	\$30,247	18-05	\$31,758
ADMIN	5 RECEPTIONIST	35-12	\$15,860	35-12	\$15,860
FISC	6 CHIEF ACCOUNTANT	30-10	\$49,266	30-11	\$49,266
FISC	7 ACCOUNTANT II	25-09	\$35,013	25-10	\$36,763
FISC	8 ACCOUNTANT I	21-09	\$26,131	21-10	\$27,437
FISC	9 ACCOUNT CLERK	35-12	\$22,303	35-06	\$23,413
HSNG	10 MANAGER - HOUSING	28-12	\$49,266	28-12	\$36,763
HSNG	11 SPECIAL ASSISTANT FOR HOUSING	27-12	\$40,000	CONTRACT	\$0
HSNG	12 HOUSING PRESRVTN TECH II	28-12	\$35,013	28-12	\$35,013
HSNG	13 HOUSING SPECIALIST II	27-12	\$33,345	27-12	\$33,345
HSNG	14 HOUSING SPECIALIST II	28-04	\$23,706	28-05	\$24,889
HSNG	15 HOUSING SPECIALIST I VACANT	26-04	\$21,506	26-04	\$21,506
MAINT	16 HOUSING PRESRVTN TECH II	30-12	\$38,601	30-12	\$38,601
MAINT	17 HOUSING PRESRVTN TECH II	28-10	\$31,758	28-11	\$33,345
MORT	18 MORTGAGE MANAGER	35-12	\$49,266	35-12	\$49,266
MORT	19 LOAN SPECIALIST II	33-12	\$44,686	33-12	\$44,686
MORT	20 LOAN SPECIALIST I	26-10	\$28,808	26-11	\$30,247
MORT	21 LOAN DOCUMENTATION CLERK VACANT	21-03	\$16,652	21-03	\$16,652
ROTA	22 FIELD REP ROTA	32-07	\$33,345	32-08	\$35,013
TIO	23 FIELD REP TINIAN	33-12	\$44,686	33-12	\$44,686
MAINT	24 TECHNICAL MAINTENANCE COORDINATOR			25-09	\$26,131

TOTAL BASE \$825,476  
 OVERTIME COMPENSATION \$6,510  
 5% WITHIN GRADE INCREASE ON THE FREEZE EMPLOYEES \$6,676

TOTAL PERSONNEL COMPENSATION	\$838,661	\$827,864
TOTAL UNG	\$146,750	\$106,750
TOTAL CSC	\$678,726	\$703,908

PERSONNEL BENEFITS:  
 HEALTH & LIFE INSURANCE (50%) \$54,513  
 RETIREMENT (36.77%) \$308,377  
 TAXES, INSURANCE (1.5%) \$12,580

TOTAL PERSONNEL BENEFITS	\$375,470	\$370,695
TOTAL PERSONNEL COMP & PERS BENEFITS	\$1,214,131	\$1,198,499

\* Corporate Director salary will comply with salary cap law

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BUDGET EXPENSE SUMMARY -F-  
 DATE: 31-May-07  
 DEPT: INDEPENDENT AGENCY  
 DIV/ACT: NMHC  
 ACO#:

CLASS CODE	OBJECT CLASSIFICATION	FY2007		FY2007		FY2007		FY2007		FY2008		FY2008		FY2008	
		SNAPAN EST. BUDGET	ROTA EST. BUDGET	TINMAN EST. BUDGET	TOTAL SPUN/ROTTIN EST. BUDGET	SNAPAN EST. BUDGET	ROTA EST. BUDGET	TINMAN EST. BUDGET	TOTAL SPUN/ROTTIN EST. BUDGET	SNAPAN EST. BUDGET	ROTA EST. BUDGET	TINMAN EST. BUDGET	TOTAL SPUN/ROTTIN EST. BUDGET		
61090	WAGES /SALARIES-CSC	600,695	33,345	44,686	678,726	624,298	35,013	44,686	703,908	0	0	703,908			
61100	WAGES /SALARIES-LJNG	146,750	270	270	146,750	106,570	305	305	106,750	0	0	106,750			
61110	OVERTIME COMPENSATION	5,970	0	0	6,510	17,200	0	0	17,200	0	0	17,200			
61120	WITHIN GRADE INCREASE	0	0	0	6,896	11,222	525	525	12,418	0	0	12,418			
61220	PAYROLL TAXES (MEDICARE CONT)	11,409	500	670	12,580	0	0	0	0	0	0	0			
61180	RETIREMENT BONUS	0	0	0	0	275,101	12,874	12,874	304,406	0	0	304,406			
61190	RETIREMENT CONTRIBUTIONS	279,685	12,261	18,431	308,377	48,531	2,276	2,985	53,811	0	0	53,811			
61210	HEALTH INSURANCE	49,441	2,167	2,905	54,513	0	0	0	0	0	0	0			
61230	ANNUAL LEAVE LUMP SUM WITHDRAWAL	0	0	0	0	0	0	0	0	0	0	0			
	TOTAL PERSONNEL	1,100,625	48,544	64,962	1,214,131	1,082,510	50,993	64,997	1,196,499						
	NUMBER OF POSITIONS	21	1	1	23	22	1	1	24						
62060	OFFICIAL REPRESENTATION	816	195	89	1,100	783	264	63	1,100						
62080	PROFESSIONAL SERVICES	120,662	29,004	13,184	163,150	101,859	33,293	8,251	143,150						
62090	ADVERTISING	13,621	3,266	1,485	18,372	13,077	4,226	1,059	18,372						
62100	BOARD & OTHER COMP.	5,338	1,280	582	7,200	5,725	1,480	415	7,200						
62250	COMMUNICATIONS	13,674	3,279	1,490	18,443	13,128	4,232	1,063	18,443						
62280	DUES AND SUBSCRIPTIONS	6,117	1,467	657	8,231	5,973	1,992	8,251	8,251						
62300	INSURANCE	39,147	9,387	4,267	52,800	37,584	12,173	3,042	52,800						
62330	PRINTING	14,580	3,520	1,500	19,800	14,094	4,985	1,944	19,800						
62440	RENTAL-OFFICE	0	11,220	0	11,220	7,987	2,987	341	11,220						
62460	RENTAL-EQUIP OFFICE	4,386	1,052	478	5,916	4,211	1,394	586	5,916						
62500	TRAVEL	72,095	17,287	7,858	86,131	62,504	17,927	209,775	85,997						
62680	REPAIRS & MAINTENANCE	176,290	42,271	19,214	237,776	149,921	48,353	12,091	209,775						
62690	FREIGHT HANDLING	6,339	1,520	691	8,550	6,088	1,971	493	8,550						
62710	UTILITIES/SEC 8	162,218	38,897	17,680	218,795	172,727	44,515	11,128	193,086						
62750	CLEANING SERVICES	23,725	5,689	2,587	32,000	22,778	7,378	1,844	32,000						
63010	BOOKS AND LIBRARY MATERIALS	2,447	587	267	3,300	2,349	761	190	3,300						
63030	FUEL AND LIBRARY MATERIALS	1,631	391	178	2,200	1,565	507	127	2,200						
63060	SUPPLIES OFFICE	7,192	1,724	784	9,700	6,905	2,235	559	9,700						
63090	SUPPLIES OPERATIONS	7,414	1,778	808	10,000	7,118	2,305	576	10,000						
	EXPENSE SUB TOTAL	697,554	178,481	76,028	940,954	618,498	197,606	50,986	867,090						

BUDGET EXPENSE SUMMARY -F-  
 DATE: 31-May-07  
 DEPT: INDEPENDENT AGENCY  
 DIV/ACT: NMHC  
 ACO#:

CLASS CODE	OBJECT CLASSIFICATION	FY2007		FY2007		FY2007		FY2007		FY2008		FY2008		FY2008	
		SNAPAN EST. BUDGET	ROTA EST. BUDGET	TINMAN EST. BUDGET	TOTAL SPUN/ROTTIN EST. BUDGET	SNAPAN EST. BUDGET	ROTA EST. BUDGET	TINMAN EST. BUDGET	TOTAL SPUN/ROTTIN EST. BUDGET	SNAPAN EST. BUDGET	ROTA EST. BUDGET	TINMAN EST. BUDGET	TOTAL SPUN/ROTTIN EST. BUDGET		
64510	CONTINGENT EXPENSES/OTHER BOARD PROJECT:	0	0	0	0	0	0	0	0	0	0	0	0	0	0
64510	CONTINGENT EXPENSES FOR EMPLOYEES	37,690	9,028	4,104	50,782	0	0	0	0	0	0	0	0	0	0
64510	CONTINGENT EXPENSES/PLT LOAN REPAYMENT	222,424	53,333	24,242	300,000	0	0	0	0	0	0	0	0	0	0
64520	BUILDING IMPROVEMENTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
64540	MACHINERY AND EQUIPMENT	2,447	587	267	3,300	2,349	761	190	3,300						
64550	COMPUTER SYSTEM & EQUIP.	652	156	71	880	625	203	51	880						
64570	APPLANCES - SECTION 8	11,121	2,667	1,212	15,000	10,677	3,458	855	15,000						
64570	FURNITURE/FIXTURES	0	0	0	0	0	0	0	0						
64580	VEHICLES-ADMIN/SAPAN	20,000	78,222	35,556	20,000	325,222	78,222	35,556	440,000						
64595	DEPRECIATION	326,222	0	0	440,000	54,000	0	0	54,000						
64955	RESERVE FOR TOTOTVILLE MEDICATION	271,702	0	0	271,702	88,970	21,333	9,697	110,000						
65600	CONTRIBUTIONS - OPA	0	0	0	0	0	0	0	0						
	SUBTOTAL ALL OTHERS	892,219	143,993	65,451	1,101,664	482,845	103,977	46,358	623,180						
	TOTAL OTHER EXPENSE	1,589,774	322,474	141,479	2,042,618	1,101,342	301,583	97,344	1,490,270						
	LESS NON CASH ITEMS	(96,510)	(78,222)	(35,556)	(440,000)	(326,222)	(78,222)	(35,556)	(440,000)						
	TOTAL REQUEST	2,364,176	292,796	170,885	2,816,749	1,857,530	274,354	126,785	2,246,789						



DESCRIPTION	FY 2007		FY 2008		BUDGET EST. 2007		BUDGET EST. 2008		BUDGET EST. 2007		BUDGET EST. 2008		BUDGET EST. 2007		BUDGET EST. 2008	
	FY	FY	FY	FY	SAIPAN	ROTA	TINIAN	TOTAL SP/ROT/TIN	SAIPAN	ROTA	TINIAN	TOTAL SP/ROT/TIN	SAIPAN	ROTA	TINIAN	TOTAL SP/ROT/TIN
52401 ADVERTISING	7,500	7,500	5,961	1,333	88	40	495	247	80	20	347	7,500	4,322	373	524	4,400
MONTHLY ADS	6,472	6,472	4,798	1,151				4,607	1,482			6,472	4,607	1,482		6,472
FORCLOSURE NOTICES (0)	4,400	4,400	3,262	782				356	356			4,400	3,132	1,014		4,400
52501 COMMUNICATIONS	10,400	10,400	7,711	1,849				840	28			10,400	7,403	2,398	599	10,400
SPN	341	341	233	61				23	79			341	243	79	20	341
ROTA	3,800	3,800	2,817	678				307	876			3,800	2,705	876	219	3,800
TIO	1,164	1,164	883	207				94	94			1,164	268	158	67	1,164
SPN	684	684	507	122				55	55			684	487	158	39	684
SECURITY MONITORING	2,054	2,054	1,523	365				166	166			2,054	1,462	474	118	2,054
ADMIN	18,443	18,443	13,674	3,279				1,490	18,443	13,128	4,252	1,063	18,443	13,128	4,252	1,063
53401 FREIGHT	4,150	4,150	3,077	738				335	0			4,150	2,954	957	239	4,150
FOUCH, EXPRESS	0	0	0	0				0	0			0	0	0	0	0
\$17 X 2 X 4 X 12	4,400	4,400	3,282	782				356	4,400	3,132	1,014	254	4,400	3,132	1,014	4,400
STAMPS AND DELIVERY	8,550	8,550	6,339	1,520				691	8,550	6,086	1,971	493	8,550	6,086	1,971	8,550
ADMIN	699	699	518	124				56	699	498	161	40	699	498	161	699
51000 DUES AND SUBSCRIPTIONS	1,350	1,350	1,001	240				109	1,350	961	311	78	1,350	961	311	1,350
PUBLIC HOUSING ASSOC & PROFESSIONAL DUES	6,202	6,202	4,598	1,103				501	6,202	4,415	1,430	357	6,202	4,415	1,430	6,202
ADMIN	8,251	8,251	6,117	1,467				667	8,251	5,673	1,902	476	8,251	5,673	1,902	8,251
53501 INSURANCE	5,841	5,841	4,331	1,038				472	5,841	4,158	1,347	337	5,841	4,158	1,347	5,841
LIABILITY&HAZARD	23,947	23,947	17,755	4,257				1,935	23,947	17,046	5,521	1,380	23,947	17,046	5,521	23,947
	23,012	23,012	17,061	4,091				1,880	23,012	16,980	5,305	1,326	23,012	16,980	5,305	23,012
ADMIN	52,800	52,800	38,147	9,387				4,267	52,800	37,584	12,173	3,043	52,800	37,584	12,173	52,800
50701 OFFICIAL REPRESENTATION	1,100	1,100	816	196				89	1,100	783	254	63	1,100	783	254	1,100
ADMIN	6,000	6,000	4,448	1,067				485	6,000	4,271	1,382	346	6,000	4,271	1,382	6,000
50801 PRINTING	600	600	445	107				48	600	427	138	35	600	427	138	600
ADMIN	7,200	7,200	5,338	1,280				582	7,200	5,125	1,680	415	7,200	5,125	1,680	7,200
51201 PROFESSIONAL SERVICES	27,500	24,500	20,389	4,889				2,222	27,500	17,439	5,648	1,412	24,500	17,439	5,648	24,500
ACCTG AUDIT SERVICES	18,150	16,150	13,457	3,227				1,467	18,150	11,466	3,723	931	16,150	11,466	3,723	16,150
LOANSA LEGAL SERVICES	82,500	72,500	61,167	14,667				6,667	82,500	51,607	16,715	4,179	72,500	51,607	16,715	72,500
ACCTG APPRAISAL/CMAA/E	35,000	30,000	29,949	6,222				2,828	35,000	21,354	6,916	1,729	30,000	21,354	6,916	30,000
53001 BOARD & OTHER COMP.	7,200	7,200	5,338	1,280				582	7,200	5,125	1,680	415	7,200	5,125	1,680	7,200
51801 RENTAL EQUIPMENT	500	500	371	89				40	500	356	115	29	500	356	115	500
OFFICE	5,416	5,416	3,781	907				412	5,416	3,855	1,249	312	5,416	3,855	1,249	5,416
	5,916	5,916	4,366	1,052				478	5,916	4,211	1,364	341	5,916	4,211	1,364	5,916

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ACCT #:	NO ACCOUNT	FISCAL YEAR 2007 AND 2008	FY		FY		BUDGET EST. 2007		BUDGET EST. 2008		BUDGET EST. 2008	
			SAIPAN	TINIAN	ROTA	TINIAN	SAIPAN	ROTA	TINIAN	SAIPAN	ROTA	TINIAN
302-53807	UTILITIES SEC. 8		32,000	32,000	367	88	40	495	247	80	20	347
	SAIPAN, TINIAN, ROTA				23,725	5,689	2,586	32,000	22,778	7,378	1,844	32,000
			26,000	26,000	19,277	4,822	2,101	26,000	18,507	5,994	1,499	28,000

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ACCT # NO ACCOUNT FISCAL YEAR 2007 AND 2008

FY	FY	BUDGET EST. 2007 SAIPAN	BUDGET EST. 2007 TINIAN	BUDGET EST. 2007 SAIPAN	BUDGET EST. 2007 TINIAN	BUDGET EST. 2007 SAIPAN	BUDGET EST. 2007 TINIAN	BUDGET EST. 2008 SAIPAN	BUDGET EST. 2008 TINIAN	BUDGET EST. 2008 SAIPAN	BUDGET EST. 2008 TINIAN	BUDGET EST. 2008 SAIPAN	BUDGET EST. 2008 TINIAN
20,000	20,000	14,828	3,556	1,616	20,000	14,236	1,133	4,611	1,133	14,236	1,133	20,000	
17,100	17,100	12,678	3,040	1,382	17,100	12,172	3,942	4,611	3,942	12,172	986	17,100	
10,500	10,500	7,785	1,867	7,474	10,500	7,474	2,421	7,474	2,421	7,474	605	10,500	
6,195	6,195	4,583	1,101	501	6,195	4,410	1,428	4,410	1,428	4,410	357	6,195	
23,000	23,000	17,053	4,089	1,859	23,000	13,342	1,080	13,342	1,080	13,342	1,080	23,000	
18,000	18,000	86,004	20,622	9,374	116,000	67,297	21,793	67,297	21,793	67,297	5,448	116,000	
218,795	193,066	182,218	38,897	17,680	218,795	137,427	44,511	137,427	44,511	137,427	11,128	218,795	
3,300	3,300	2,447	587	267	3,300	2,349	761	2,349	761	2,349	190	3,300	

51701 CLEANING SERVICES

52301 BOOKS & LIBRARY MATRLS

ADMIN

51901 POL FUEL FOR GOVT CARS

TMD

DATE: 31-May-07 DEPT: INDEPENDENT AGENCY BUDGET WORKSHEET EXPENSES FISCAL YEAR 2007 AND 2008

50401 OFFICE SUPPLIES

50408 SUPPLIES OPERATIONS MAINTENANCE SUPPLIES

64520 BUILDING IMPROVEMENTS

64510 CONTINGENT EXPENSES/OTHER PROJECTS/BOARD

64510 CONTINGENT EXPENSES/EMPLOYEES

64510 CONTINGENT EXPENSES/AMPLT REPAIRMENT

64540 MACHINERY & EQUIPMENT

64640 VEHICLE PURCHASE - SAIPAN

380/64550 OFFICE EQUIPMENT & COMPUTERS

OFFICE EQUIPMENT & COMPUTERS

380/64550 APPLANCES SEC 8

APPLANCES SEC 8

64570 FURNITURE & FIXTURES



ACCT #: NO ACCOUNT FISCAL YEAR 2007 AND 2008

	FY	FY	AND PICTUREADDITIONAL PICTURE FOR	367	88	40	495	247	80	20	347
			61,500	BUDGET EST. 2007 S&P&N	BUDGET EST. 2007 ROTA	BUDGET EST. 2007 TINIAN	BUDGET EST. 2007 TOTAL SP/N/ROT/TIN	BUDGET EST. 2008 S&P&N	BUDGET EST. 2008 ROTA	BUDGET EST. 2008 TINIAN	BUDGET EST. 2008 TOTAL SP/N/ROT/TIN
64956 RESERVE FOR MPLT TRUST FUND/TOTTVILLE MEDIATION	271,702	54,000	RESERVE FOR MPLT TRUST FUND/TOTT	271,702	0	0	271,702	54,000	0	0	54,000
	0	0		0	0	0	0	0	0	0	0
	271,702	54,000		271,702	0	0	271,702	54,000	0	0	54,000
66600 OPA1%	0	110,000		0	0	0	0	78,300	25,380	6,340	110,000
	0	110,000		0	0	0	0	78,300	25,380	6,340	110,000

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