# PHA Plans

**Streamlined Annual Version**

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

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

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

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

# Streamlined Annual PHA Plan for Fiscal Year: 2008 PHA Name: Midland County Housing Authority

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

# Streamlined Annual PHA Plan
# Agency Identification

**PHA Name:** Midland County Housing Authority **PHA Number:** TX534

**PHA Fiscal Year Beginning: (mm/yyyy)** 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: **458** 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:** | | | | |

## PHA Plan Contact Information:

Name: Sharon Nieto Phone: 432-570-4155 ext 7
TDD: Email (if available): snieto@mcha2.org

## Public Access to Information

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

☒ PHA's main administrative office ☐ PHA's development management offices

## Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. ☒ Yes ☐ No.
If yes, select all that apply:
☒ Main administrative office of the PHA
☐ PHA development management offices
☐ Main administrative office of the local, county or State government
☐ Public library ☐ PHA website ☐ Other (list below)

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

# Streamlined Annual PHA Plan
# Fiscal Year 2008
[24 CFR Part 903.12(c)]

## Table of Contents
[24 CFR 903.7(r)]

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

## A. PHA PLAN COMPONENTS

**Page #**

☐ 1. Site-Based Waiting List Policies
**903.7(b)(2) Policies on Eligibility, Selection, and Admissions**
☐ 2. Capital Improvement Needs
**903.7(g) Statement of Capital Improvements Needed**
☐ 3. Section 8(y) Homeownership
**903.7(k)(1)(i) Statement of Homeownership Programs**
☐ 4. Project-Based Voucher Programs
☒ 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan **17**
☒ 6. Supporting Documents Available for Review

***Attachment***

**(a) HUD 50076 Certification of Compliance……A**
**(b) Fair Housing Needs Statement & Documentation……B**
**(c) Organizational Chart……C**
**(d) Section 8 Management Assessment System……D**
**(e) FSS Action Plan……E**
**(f) Most Recent Operating Budget……F**
**(g) Resident Advisory Board Meeting……G**
**(h) Public Notice……H**
**(i) Fiscal Year 2006-2007 Audit……I**
**(j) Section 8 Administrative Plan……J**
**(k) Resolution to approve and accept FY 2008-2009 Annual Plan……K**

☐ 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
☐ 8. Capital Fund Program 5-Year Action Plan

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

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

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

**Form HUD-50070**, *Certification for a Drug-Free Workplace;*
**Form HUD-50071**, *Certification of Payments to Influence Federal Transactions*; and
**Form SF-LLL &SF-LLLa**, Disclosure of Lobbying Activities.

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

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

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

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

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B.

| Site-Based Waiting Lists | | | | |
|---|---|---|---|---|
| **Development Information**: (Name, number, location) | **Date Initiated** | **Initial mix of Racial, Ethnic or Disability Demographics** | **Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL** | **Percent change between initial and current mix of Racial, Ethnic, or Disability demographics** |
| | | | | |
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2. What is the number of site based waiting list developments to which families may apply at one time?

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?

4. ☐ Yes ☐ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

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

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

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

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

If yes, how many lists?

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

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

## 2. Capital Improvement Needs

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

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

### A. Capital Fund Program

1. ☐ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.

2. ☐ Yes ☐ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

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

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

2. Status of HOPE VI revitalization grant(s):

| HOPE VI Revitalization Grant Status |
|---|
| a. Development Name:<br>b. Development Number: |
| c. Status of Grant:<br>☐ Revitalization Plan under development<br>☐ Revitalization Plan submitted, pending approval<br>☐ Revitalization Plan approved<br>☐ Activities pursuant to an approved Revitalization Plan underway |

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

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

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

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

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

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

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?**5**

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: **FSS Participants**

c. What actions will the PHA undertake to implement the program this year (list)?
**Budgeting, Credit repair Counseling, Increase Earned Income, Homebuyers Workshop.**

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

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

☒ Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.

☒ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):

☐ Demonstrating that it has other relevant experience (list experience below):

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

### Intent to Use Project-Based Assistance

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

1. ☐ Yes ☒ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

   ☐ low utilization rate for vouchers due to lack of suitable rental units
   ☐ access to neighborhoods outside of high poverty areas
   ☐ other (describe below:)

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

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

[24 CFR Part 903.15]

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

1. Consolidated Plan jurisdiction: (provide name here) **State of Texas**

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

☒ The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.

☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

1. **Increase tenant based assistance.**
2. **Coordination with other agencies to address increase of homeownership.**
3. **Increase Self Sufficiency initiatives addressed through FSS program & coordination with other agencies.**
   - **(a) Providing credit repair counseling**
   - **(b) Budgeting**
   - **(c) Job Retention**
   - **(d) Financial Literacy**
   - **(e) Increase annual income.**

☐ Other: (list below)

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

1. **Develop affordable rental units under Low Income Housing Tax Credit Program.**
2. **Provide financial assistance to low-income first-time homebuyers to purchase single family homes.**
3. **Provide counseling and training that will better prepare prospective homebuyers to succeed.**
4. **Support childcare programming so that low income head of households may attend training or maintain employment.**

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

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

| List of Supporting Documents Available for Review | | |
|---|---|---|
| **Applicable & On Display** | **Supporting Document** | **Related Plan Component** |
| **X** | *PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*; | 5 Year and Annual Plans |
| **X** | *PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan* | Streamlined Annual Plans |
| **X** | *Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.* | 5 Year and standard Annual Plans |
| **X** | Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. | 5 Year and Annual Plans |
| **X** | Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists. | Annual Plan: Housing Needs |
| **N/A** | Most recent board-approved operating budget for the public housing program | Annual Plan: Financial Resources |
| **N/A** | Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure. | Annual Plan: Eligibility, Selection, and Admissions Policies |
| **N/A** | Deconcentration Income Analysis | Annual Plan: Eligibility, Selection, and Admissions Policies |
| **N/A** | Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. ☐ Check here if included in the public housing A&O Policy. | Annual Plan: Eligibility, Selection, and Admissions Policies |
| **X** | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| **N/A** | Public housing rent determination policies, including the method for setting public housing flat rents.<br>☐ Check here if included in the public housing A & O Policy. | Annual Plan: Rent Determination |
| **N/A** | Schedule of flat rents offered at each public housing development.<br>☐ Check here if included in the public housing A & O Policy. | Annual Plan: Rent Determination |
| **X** | Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. ☒ Check here if included in Section 8 Administrative Plan. | Annual Plan: Rent Determination |
| **N/A** | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation). | Annual Plan: Operations and Maintenance |
| **N/A** | Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment). | Annual Plan: Management and Operations |
| **N/A** | Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary) | Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency |

| List of Supporting Documents Available for Review | | |
|---|---|---|
| **Applicable & On Display** | **Supporting Document** | **Related Plan Component** |
| **X** | Results of latest Section 8 Management Assessment System (SEMAP) | Annual Plan: Management and Operations |
| **X** | Any policies governing any Section 8 special housing types<br>☒ Check here if included in Section 8 Administrative Plan | Annual Plan: Operations and Maintenance |
| **N/A** | Public housing grievance procedures<br>☐ Check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| **X** | Section 8 informal review and hearing procedures.<br>☒ Check here if included in Section 8 Administrative Plan. | Annual Plan: Grievance Procedures |
| **N/A** | The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year. | Annual Plan: Capital Needs |
| **N/A** | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants. | Annual Plan: Capital Needs |
| **N/A** | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing. | Annual Plan: Capital Needs |
| **X** | Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA). | Annual Plan: Capital Needs |
| **N/A** | Approved or submitted applications for demolition and/or disposition of public housing. | Annual Plan: Demolition and Disposition |
| **N/A** | Approved or submitted applications for designation of public housing (Designated Housing Plans). | Annual Plan: Designation of Public Housing |
| **N/A** | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937. | Annual Plan: Conversion of Public Housing |
| **N/A** | Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion. | Annual Plan: Voluntary Conversion of Public Housing |
| **N/A** | Approved or submitted public housing homeownership programs/plans. | Annual Plan: Homeownership |
| **X** | Policies governing any Section 8 Homeownership program (Section _15_ of the Section 8 Administrative Plan) | Annual Plan: Homeownership |
| **N/A** | Public Housing Community Service Policy/Programs<br>☐ Check here if included in Public Housing A & O Policy | Annual Plan: Community Service & Self-Sufficiency |
| **X** | Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies. | Annual Plan: Community Service & Self-Sufficiency |
| **X** | FSS Action Plan(s) for public housing and/or Section 8. | Annual Plan: Community Service & Self-Sufficiency |
| **N/A** | Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing. | Annual Plan: Community Service & Self-Sufficiency |
| **N/A** | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing. | Annual Plan: Community Service & Self-Sufficiency |
| **N/A** | Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G).<br>☐ Check here if included in the public housing A & O Policy. | Annual Plan: Pet Policy |
| **X** | The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings. | Annual Plan: Annual Audit |
| **N/A** | Other supporting documents (optional)<br>(list individually; use as many lines as necessary) | (specify as needed) |
| **N/A** | Consortium agreement(s) and for Consortium Joint PHA Plans Only:<br>Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection. | Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations |

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

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

| **PHA Name:** | **Grant Type and Number**<br>Capital Fund Program Grant No:<br>Replacement Housing Factor Grant No: | **Federal FY of Grant:** |
|---|---|---|

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

| **Line No.** | **Summary by Development Account** | **Total Estimated Cost** | | **Total Actual Cost** | |
|---|---|---|---|---|---|
| | | **Original** | **Revised** | **Obligated** | **Expended** |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | | | | |
| 4 | 1410 Administration | | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | | | | |
| 10 | 1460 Dwelling Structures | | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collaterization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | | | | |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | | | | |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | | | | |

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

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

| PHA Name: | | **Grant Type and Number**<br>Capital Fund Program Grant No:<br>Replacement Housing Factor Grant No: | | | | **Federal FY of Grant:** | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
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## 7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

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

| PHA Name: | **Grant Type and Number**<br>Capital Fund Program No:<br>Replacement Housing Factor No: | **Federal FY of Grant:** |
|---|---|---|

| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
|---|---|---|---|---|---|---|---|
| | Original | Revised | Actual | Original | Revised | Actual | |
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## 8. Capital Fund Program Five-Year Action Plan

| **Capital Fund Program Five-Year Action Plan**<br>**Part I: Summary** | | | | | |
|---|---|---|---|---|---|
| PHA Name | | | | ☐**Original 5-Year Plan**<br>☐**Revision No:** | |
| Development Number/Name/ HA-Wide | Year 1 | Work Statement for Year 2<br><br>FFY Grant:<br>PHA FY: | Work Statement for Year 3<br><br>FFY Grant:<br>PHA FY: | Work Statement for Year 4<br><br>FFY Grant:<br>PHA FY: | Work Statement for Year 5<br><br>FFY Grant:<br>PHA FY: |
| | Annual Statement | | | | |
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| CFP Funds Listed for 5-year planning | | | | | |
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| Replacement Housing Factor Funds | | | | | |

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

| **Capital Fund Program Five-Year Action Plan**<br>**Part II: Supporting Pages—Work Activities** | | | | | | |
|---|---|---|---|---|---|---|
| Activities for Year 1 | Activities for Year :____<br>FFY Grant:<br>PHA FY: | | | Activities for Year: ___<br>FFY Grant:<br>PHA FY: | | |
| | **Development Name/Number** | **Major Work Categories** | **Estimated Cost** | **Development Name/Number** | **Major Work Categories** | **Estimated Cost** |
| **See** | | | | | | |
| **Annual** | | | | | | |
| **Statement** | | | | | | |
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| Total CFP Estimated Cost | | | $ | | | $ |

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

| **Capital Fund Program Five-Year Action Plan**<br>**Part II: Supporting Pages—Work Activities** | | | | | |
|---|---|---|---|---|---|
| Activities for Year :____<br>FFY Grant:<br>PHA FY: | | | Activities for Year: ___<br>FFY Grant:<br>PHA FY: | | |
| **Development Name/Number** | **Major Work Categories** | **Estimated Cost** | **Development Name/Number** | **Major Work Categories** | **Estimated Cost** |
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| Total CFP Estimated Cost | | $ | | | $ |

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

I, *Sylvester Cantu* the *Community Development Administrator* certify that the Five Year and Annual PHA Plan of the *Midland County Housing Authority* is consistent with the Consolidated Plan of *The City Of Midland, Texas* prepared pursuant to 24 CFR Part 91.

Sylvester C Cantu 6-2-08

Signed / Dated by Appropriate State or Local Official

## PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the *Streamlined Annual PHA Plan*

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the streamlined Annual PHA Plan for PHA fiscal year beginning* **10-01-2008**, *hereinafter referred to as the Streamlined Annual Plan, of which this document is a part and make the following certifications, agreements with, and assurances to the Department of Housing and Urban Development (HUD) in connection with the submission of the Streamlined Plan and implementation thereof:*

1. The streamlined Annual Plan is consistent with the applicable comprehensive housing affordability strategy (or any streamlined Plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, and provided this Board or Boards an opportunity to review and comment on any program and policy changes since submission of the last Annual Plan.
3. The PHA made the proposed streamlined Annual Plan, including policy and program revisions since submission of the last Annual Plan, and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the streamlined Plan and invited public comment.
4. The PHA will carry out the streamlined Annual Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
5. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
6. For streamlined Annual Plans that include a policy or change in policy for site-based waiting lists:
he PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
· The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
· Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
· The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
· The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(b)(2).
7. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
8. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
9. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
10. The PHA has submitted with the streamlined Plan a certification with regard to a drug-free workplace required by 24 CFR Part 24, Subpart F.
11. The PHA has submitted with the streamlined Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment
and implementing regulations at 49 CFR Part 24.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105( a).
14. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
19. The PHA will undertake only activities and programs covered by the streamlined Annual Plan in a manner consistent with its streamlined Annual Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its streamlined Plan.
20. All certifications and attachments (if any) to the streamlined Plan have been and will continue to be available at all times and all locations that the PHA streamlined Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the streamlined Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its streamlined Annual Plan and will continue to be made available at least at the primary business office of the PHA.
21.The PHA certifies that the following policies, programs, and plan components have been revised since submission of its last Annual PHA Plan (check all policies, programs, and components that have been changed):

___ 903.7a Housing Needs
___ 903.7b Eligibility, Selection, and Admissions Policies
___ 903.7c Financial Resources
___ 903.7d Rent Determination Policies
___ 903.7h Demolition and Disposition
___ 903.7k Homeownership Programs
___ 903.7r Additional Information
- ___A. Progress in meeting 5-year mission and goals
- ___B. Criteria for substantial deviation and significant amendments
- ___C. Other information requested by HUD
  - ___1. Resident Advisory Board consultation process
  - ___2. Membership of Resident Advisory Board
  - ___3. Resident membership on PHA governing board

22. The PHA provides assurance as part of this certification regarding its streamlined annual PHA Plan that:
(i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
(ii) The changes were duly approved by the PHA board of directors (or similar governing body); and
(iii)The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.

**Midland County Housing Authority** — PHA Name

**TX534** — PHA Number

Streamlined Annual PHA Plan for Fiscal Year: **2008-2009**

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

| Name of Authorized Official | Title |
|---|---|
| **Jim Ameel** | **Board Chairman** |
| Signature<br>X Jim Ameel | Date<br>6-24-08 |



form **HUD-50076** (4/30/2003)

# MIDLAND COUNTY HOUSING AUTHORITY

1710 Edwards
Midland, TX 79701

(432) 570-4155
FAX (432) 570-4250

*Sharon Nieto, Executive Director*

April 24, 2008

PHA Legal Name: **Midland County Housing Authority**
Organizational DUNS: **026077581**

The City of Midland, Texas conducted an analysis of impediments to fair housing choice (AI) in 1995. Midland County Housing Authority (MCHA) has since partnered with the city in the area of promoting fair housing in Midland.

Identified Impediments and actions:

1) **Need for a Fair Housing Agency**
Action: City of Midland Community Development and Midland County Housing Authority assist with the completion of Housing Discrimination Complaint Forms and in their delivery to the State of Texas or HUD. Coordinate Fair Housing educational and promotional programs annually with local housing agencies, realtors, bankers, etc.

2) **Lack of Public Awareness of Fair Housing**
Action: MCHA provides educational materials to its participating landlords and assisted families annually, available in English and Spanish. Participates in Fair Housing workshops and public events concerning Fair Housing. Encourages annually, Section 8 Housing Choice Voucher recipients and landlords to move from and /or purchase properties outside areas of high poverty or minority concentration. Staff attends trainings for Fair Housing as they become available.

3) **Lack of affordable Housing**
MCHA in partnership with other agencies develops affordable housing outside areas of high concentration of poverty or minority population. Providing more housing choice for Midland Families. MCHA applies for additional housing funds as they are offered.

4) **Step to remedy Discrimination in Housing**
MCHA provides all participants a copy of "Fair Housing Equal Opportunity for All" annually. Discrimination is explained at briefings. Web sites and phone numbers are provided with a discrimination complaint form.
If a participant has a complaint, they are scheduled for an appointment with a Housing Counselor who will assist them in completing the appropriate paperwork and will explain how to file the complaint and contact Housing and Urban Development.

**Fair Housing Posters are posted in our lobby in English and Spanish.**

Attachment B

**Race and Ethnic Data Reporting Form**

U.S. Department of Housing and Urban Development
Office of Administration

OMB Approval No. 2535-0113
(exp. 10/31/2009)

Program Title:
Section 8 Tenant Based Assistance

Grantee/Recipient Name:
Sharon Nieto

Grantee Reporting Organization:
Midland County Housing Authority

Reporting Period From (mm/dd/yyyy): 01/01/2008 To (mm/dd/yyyy): 04/30/2008

| Racial Categories | Total Number of Race Responses | Total Number of Hispanic or Latino Responses |
|---|---|---|
| American Indian or Alaska Native | 1 | 0 |
| Asian | 0 | 0 |
| Black or African American | 116 | 0 |
| Native Hawaiian or Other Pacific Islander | 0 | 0 |
| White | 145 | 98 |
| American Indian or Alaska Native *and* White | 0 | 0 |
| Asian *and* White | 0 | 0 |
| Black or African American *and* White | 0 | 0 |
| American Indian or Alaska Native *and* Black or African American | 0 | 0 |
| * Other multiple race combinations greater than one percent: [Per the form instructions, write in a description using the box on the right] | 0 | 0 |
| Balance of individuals reporting more than one race | 0 | 0 |
| **Total:** | 262 | 98 |

* If the aggregate count of any reported multiple race combination that is not listed above exceeds 1% of the total population being reported, you should separately indicate the combination. See detailed instructions under "Other multiple race combinations."

Public reporting burden for this collection is estimated to average 1.15 hours per response, including the time for reviewing instructions, searching existing data sources, gathering the data needed, and completing and reviewing the information collection instrument. HUD may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number.

# Midland County Housing Authority

April 30, 2008

## TOTALS

| | | |
|---|---|---|
| Applicants on the Active list | 262 | |
| Families with Children | 194 | 74.05% |
| Elderly Families | 15 | 5.73% |
| Families with Disabilities | 20 | 7.63% |

## TOTALS BY INCOME PERCENTAGE

| | | |
|---|---|---|
| Extremely Low Income | 170 | 64.89% |
| Very Low Income | 89 | 33.97% |
| Low Income | 0 | 0.00% |

## TOTALS BY ETHNICITY

| | | |
|---|---|---|
| Hispanic | 98 | 37.40% |
| Non-Hispanic | 164 | 62.60% |

## TOTALS BY RACIAL GROUP

| | | | | | |
|---|---|---|---|---|---|
| Amer. Indian/Alaska Native | 1 | 0.38% | Black/African American | 116 | 44.27% |
| Asian | 0 | 0.00% | White | 145 | 55.34% |
| Native Hawaiian/Pac. Island | 0 | 0.00% | | | |

## TOTALS BY PREFERENCE

| | | | |
|---|---|---|---|
| Targeted Preference | | Fourth Preference | 1 |
| First Preference | 3 | Fifth Preference | |
| Second Preference | 5 | Sixth Preference | |
| Third Preference | 174 | Seventh Preference | |

## TOTALS BY CERTIFICATE AND VOUCHER SIZE

| ALL APPLICANTS | | ELDERLY APPLICANTS | |
|---|---|---|---|
| 1 BR | 93 | 1 BR | 14 |
| 2 BR | 102 | 2 BR | 0 |
| 3 BR | 52 | 3 BR | 0 |
| 4 BR | 12 | 4 BR | 0 |
| 5/+ BR | 2 | 5/+ BR | 0 |
| 0 BR | 0 | 0 BR | 1 |

## HISTORICAL WAITS FOR P1 APPLICANTS*

1.00 Months with a sample size of 1

* Calculates for Inactive List Only



© HAPPY Software

# MIDLAND COUNTY HOUSING AUTHORITY
# ORGANIZATIONAL CHART

## BOARD OF COMMISSIONERS

**Chairman**
Jim Ameel

**Vice Chairman**
Romeo Canales

**Board Members**
Alan Moravcik
Carol Fulfer
Laura McFaddin

**Executive Director/Secretary**
Sharon Nieto

**Assistant Director**
Maribel Estrella

**FSS Coordinator**
Jeanette Castaneda

**Finance**
Priscilla Castaneda

**Housing Counselors**
Raquel Delao
Janie Cisneros

**HQS Inspector**
Virginia Salcido

**Receptionist/Waiting List Manager**
Leslie Peña

Attachment C

**Midland, Texas County Commissioners**

Appoints

**Midland County Housing Authority Board of Commissioners (5)**

Employs

**Executive Director**

Hires

**Staff**

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Fort Worth Regional Office, Region VI
Office of Public Housing
801 Cherry Street
Post Office Box 2905
Fort Worth, Texas 76113-2905

APR 1 6 2008

Sharon Nieto, Executive Director
Midland County Housing Authority
1710 Edwards St.
Midland, TX 79701

Dear Ms. Nieto:

This office has completed the review of your FY 2007 SEMAP appeal. Your February 24, 2008, appeal of the overall SEMAP rating has been accepted. After reviewing your appeal, the Department has adjusted your overall rating from Standard to High. Accordingly, we have adjusted the ratings for Indicators 9, 10, 11, 12, 13 and your SEMAP score from 69 to 97 as reflected on the attached enclosures.

Thank you for your cooperation in the SEMAP process. Should you have questions or comments, please contact the following individuals:

| | | |
|---|---|---|
| Public Housing Information (PIC) System: | Nicki Ybarra | 817-978-5708 |
| Management/Administration of Section 8: | Cathie Hughes | 817-978-5703 |
| SEMAP Process: | Tony Kruse | 817-978-5729 |

Sincerely,

Justin Ormsby
Director
Office of Public Housing

Enclosures

MIDLAND CO. HOUSING AUTH.
RECEIVED TIME 9:05 am

APR 2 1 2008

Attachment D

For FY 2007, the Midland County Housing Authority scored a total of 97 percent.

| *Midland County Housing Authority Appeal- FY 2007* | | | |
|---|---|---|---|
| ***INDICATOR NUMBER*** | ***DESCRIPTION*** | ***ORIGINAL SCORE*** | ***REVISED SCORE*** |
| Indicator 1 | Selection from Waiting List | 15 | 15 |
| Indicator 2 | Reasonable Rent | 20 | 20 |
| Indicator 3 | Determination of Adjusted Income | 20 | 20 |
| Indicator 4 | Utility Allowance Schedule | 5 | 5 |
| Indicator 5 | HQS Quality Control | 5 | 5 |
| Indicator 6 | HQS Enforcement | 10 | 10 |
| Indicator 7 | Expanding Housing Opportunities | 5 | 5 |
| Indicator 8 | Payment Standards | 5 | 5 |
| Indicator 9 | Annual Reexaminations | 0 | 10 |
| Indicator 10 | Correct Tenant Rent Calculations | 0 | 5 |
| Indicator 11 | Pre-Contract Inspections | 0 | 5 |
| Indicator 12 | Annual HQS Inspections | 0 | 10 |
| Indicator 13 | Lease-up | 15 | 15 |
| Indicator 14 | FSS Enrollment & Escrow | 0 | 10 |
| Indicator 15 | Bonus Indicator | 0 | 0 |
| | **TOTAL POINTS (Raw Score):** | 100 | 140 |
| | **PERCENT:** | 69% | 97% |

Your revised SEMAP designation for FY 2007 is now **High**.

Field Office: 6APH FORT WORTH HUB OFFICE

Housing Agency: TX534 Midland County

PHA Fiscal Year End: 9/30/2007

Profile

**Profile Number:** 2

**Points Earned:** 140

**Total Possible Points:** 145

**Overall Score(in %):** 97

**Overall Rating:** High

**Profile Status:** FO Final Appeal Rating

**Profile Type:** Appeal

| Indicator # | Previous Rating | Current Rating |
|---|---|---|
| 1 | 15 | 15 |
| 2 | 20 | 20 |
| 3 | 20 | 20 |
| 4 | 5 | 5 |
| 5 | 5 | 5 |
| 6 | 10 | 10 |
| 7 | 5 | 5 |
| 8 | 5 | 5 |
| 9 | 0 | 10 |
| 10 | 0 | 5 |
| 11 | 0 | 5 |
| 12 | 0 | 10 |
| 13 | 15 | 15 |
| 14 | 0 | 10 |
| Bonus | 0 | 0 |

MTCS Extract Details

Sharon Nieto (M84122)



Field Office: 6APH FORT WORTH HUB OFFICE

Housing Agency: TX534 Midland County

**Housing Agency Details**

| | |
|---|---|
| PHA Fiscal Year: | 2007 |
| FYE: | 9/30 |
| Status: | FO Final Appeal Rating |
| Exec Director Approval Date: | 4/2/2008 |
| SEMAP Certification Due Date: | 11/29/2007 |
| Corrective Actions Required: | 0 |

**SEMAP Certification Details**

HQ Appeal

| FYE | Certification/Profile | Submission Status | Overall Rating | Reason | Date |
|---|---|---|---|---|---|
| 9/30/2007 | Profile2 | FO Final Appeal Rating | High | Appeal | 04-02-2008 |
| 9/30/2007 | Profile1 | Prelim Rating to FO | Standard | New Certification | 01-23-2008 |
| 9/30/2007 | Certification | Certification Submitted | -- | New Certification | 10-30-2007 |

**Comment**

**Appeal - 04/02/2008 - Antonio Kruse(PHA ) Indicator #14**
2-2008 Appeal approved.
**Appeal - 04/02/2008 - Antonio Kruse(PHA ) Indicator #14**
User H07773 has changed the rating from 0 to 10 for Indicator # 14
**Appeal - 04/02/2008 - Antonio Kruse(PHA ) Indicator #12**
2-2008 Appeal approved.
**Appeal - 04/02/2008 - Antonio Kruse(PHA ) Indicator #12**
User H07773 has changed the rating from 0 to 10 for Indicator # 12
**Appeal - 04/02/2008 - Antonio Kruse(PHA ) Indicator #11**
2-2008 Appeal approved.

EQUAL HOUSING OPPORTUNITY

# MIDLAND COUNTY HOUSING AUTHORITY

1710 Edwards
Midland, TX 79701

(915) 570-4155
FAX (915) 570-4250

*Sharon Nieto, Executive Director*

## MIDLAND COUNTY HOUSING AUTHORITY

## Action Plan
## Family Self -Sufficiency Program
## 2008-2009

### INTRODUCTION

**The Midland County Housing Authority (MCHA) currently contracts a maximum of 458 Section 8 Housing Choice Vouchers.**

**Program Purpose: To coordinate housing with local programs and services and create new services that will stabilize low-income families. Enabling families to devote themselves to becoming economically self-sufficient and free of government assistance.**

### I. DEMOGRAPHICS

**Currently the Midland County Housing Authority has 44 Family Self -Sufficiency Program Participant Families. Of those families 37 or 85% are single parent households, 7 or 16% are dual parent households, and two or 5% of total households are multigenerational. There are 0 families with more than one family member with an Individual Training Plan (ITSP). Progress reports show that of the 44 families participating in FSS, 80% are employed and 45% are involved in an education program. There are 35 individuals who are employed in part or full-time positions. Seven people graduated from the program during the 2006-2007 program years with an average escrow account of $2,825.43. Three of those families entered homeownership.**

### II. ESTIMATE OF PARTICIPATING FAMILIES

**For this program year it is estimated that we will serve approximately 70 families in the FSS program.**

**Attachment E**

## III. ELIGIBLE FAMILIES FROM OTHER SELF-SUFFICIENCY PROGRAM

**This criterion is not applicable for the MCHA FSS Program at this time, no demonstration programs or pilot programs exist that are similar in program design in the community of Midland County, Texas.**

## IV. PROGRAM DESIGN

**The program design consists of several tracks based on the needs of the participant. Each participant may begin at any phase, from remedial education to GED, Job search or Employment to Vocational to College. The head of household must seek and maintain suitable employment during the term of the contract.**

## V. SELECTION/ SCREENING CRITERIA

### A. Selection Criteria

1. **The MCHA FSS Program chooses not to exercise a selection preference.**

2. **Participant must meet eligibility requirements of the MCHA participant must be head of household.**

3. **Participant must adhere to all policies associated with the FSS Program, and the Section 8 Housing Choice Voucher Program.**

### B. Screening Criteria

1. **Briefing- A program overview and application for FSS will be made available at new voucher briefings; this will include FSS benefits and expectations.**

2. **Application Completion Review- Upon completion and return of the application, the FSS Coordinator will review information, and contract applicant.**

3. **Assessment—Applicants who meet the selection criteria will be scheduled for intake and assessment of referral needs.**

## VI. ACTIVITIES TO BE PROVIDED BY FSS PROGRAM

### A. Current Activities

1. **Intensive case management provides a process by which families take an active part in planning the steps needed to improve their lives and become economically self-sufficient. Case management will include:**

a. **Needs assessment identifying barriers to self sufficiency and goal setting.**

b. **Referral and service delivery (i.e., counseling, self-esteem program, educational opportunities, career workshops, job fairs, etc.)**

c. **Job preparation and counseling.**

d. **Personal support.**

e. **Home ownership coordination with local housing agencies and local banks.**

f. **Life Skills Workshops.**

g. **Monthly Participant Contact.**

h. **Basic Computer Skills Class**

i. **Increase Public Awareness of FSS Program**

j. **Financial Literacy Classes for money management awareness/budgeting.**

k. **Microsoft Word: Resume Writing**

l. **Emergency Childcare Assistance**

m. **Emergency Transportation Assistance**

**B. Activities To be Provided In The Future**

**1.Transportation Alternatives**

2. **Self -Reliance Workshops (Helping your child with homework, preparing and maintaining a family budget, stretching your food dollars, etc.)**

3. **Writing grants to secure funding for emergency child-care and transportation assistance to FSS participants who do not have funds in their escrow accounts to withdraw from to assist participants in maintaining employment, educational training, and job training opportunities.**

## VII. REFERRALS TO SUPPORT SERVICES

A. **Child-care Assistance**

B. **Parenting Skills**

C. **Family and Individual Counseling**

D. **Substance Abuse Treatment and Counseling**

E. **Secondary Schooling**

F. **Budgeting**

G. **Career Counseling**

H. **Remedial Education**

I. **Job Search Workshops**

J. **Home Ownership Education**

K. **English as a Second Language**

L. **Family Health and Emergency Dental Services**

M. **Prescription Services**

N. **Computer Classes @ Alternative Technology Center**

O. **Domestic Violence Education and Counseling.**

## VIII. ESCROW ACCOUNT

A. **The FSS Coordinator has established a combined escrow account. This account contains escrow funds for all eligible FSS participants.**

B. **Escrow credit calculations will be based on earned income increases beginning on the effective date of the Contract of Participation.**

C. **The FSS Coordinator will manage the accounting for each participant's contribution to the escrow account. Accounts will be audited annually according to generally accepted accounting procedures (GAAP) .**

D. **The FSS Coordinator will send an annual escrow account report to each participant.**

E. **A portion of the escrow amount (not to exceed 50%) may be released to the participant by the HA before the completion of the Contract of Participation providing that the family has fulfilled interim goals and funds are needed to make timely progress to self-sufficiency (i.e., child-care, transportation, tuition, etc.) .**

## IX. PROGRAM COORDINATING COMMITTEE

**The PCC is an organization of representatives from public and private sectors who agree to:**

A. **Assist in the development and implementation of program goals, objectives and policies.**

B. Develop a plan of action.

C. Identify and secure commitments of public and private resources to fulfill program goals.

## X. PROGRAM TERMINATION: WITHHOLDING OF SERVICES; AND AVAILABLE GRIEVANCE PROCEDURES

Possible sanctions for non-compliance with the FSS contract include termination from the FSS program, forfeiture of the FSS escrow account, withholding or termination of supportive services, and termination of Section 8 assistance. A family will be sent a letter notifying them of their being terminated from the program. Families have the right to contest the termination by contesting the termination in writing and appealing to the FSS Coordinator. Further appeals may be made to the Executive Director of the MCHA who will make the final decision in all appeals.

The contract of participation may be terminated by:

A. Mutual consent of the parties.

B. Failure of a participating family or a member of the family to honor the terms of the contract.

C. Expiration of the term of the contract or an extension thereof.

D. A family's withdrawal from the program, or termination from the Housing Choice Voucher Program.

E. Any act that is deemed inconsistent with the purpose of the program.

F. By operation of law.

G. A participating family's achievement of self-sufficiency.

## XI. INCENTIVES TO ENCOURAGE PARTICIPATION

The establishment of an interest-bearing FSS account for each participating family. An escrow credit, based on increases in earned income of the family, is credited to this account by the PHA during the term of the contract. All terms of the account are in accordance with requirements set forth in 24 CFR Section 984.305. An additional incentive is HUD's Homebuyer's Education Program available to families that participate in the FSS Program.

## XII. OUTREACH EFFORTS

During briefings for all new families and all families being recertified in the Section 8 Choice Voucher Program a presentation and an invitation to all families is extended by the FSS coordinator. A letter is periodically sent out to all families on the Section 8 Choice Voucher Program to encourage participation in the FSS program.

## XIII. ASSURANCE OF NON-INTERFERENCE WITH RIGHTS OF NON-PARTICIPATING FAMILIES.

**A family's election not to participate in the FSS program (operated by the Midland County Housing Authority) will not affect the family's admission to the Section 8 Housing Choice Voucher Program or the family's right to occupancy in accordance with its lease.**

## XIV. TIMETABLE FOR PROGRAM IMPLEMENTATION

**As per CFR Section 984.301(a)(1):**

**All supportive services and activities listed previously in Section V, Section VI , SectionVII, Section VIII, Section IX, Section X, Section XI, Section XII and Section XIII of this Action Plan have begun and are fully operable as of October 15, 2002.**

**As per CFR, Section 984.301(a)(2):**

**Schedule for filling all 53 mandatory FSS slots with FSS Families**

**October 1, 2008----------50 families enrolled**

**December 1, 2008----------5 new families to be enrolled by this date**

**February 1, 2009----------2 new families to be enrolled by this date**

**TOTAL FAMILIES projected to be on program February 1, 2009 equals 57.**

**As per CFR Section 984.301(a)(3)(b):**

**First Program Coordinator hired in 1993 to administer the FSS Program including establishing the FSS account as provided by Section 984.305.**

## XV. CERTIFICATION OF COORDINATION

**The Midland County Housing Authority certifies that development of the services and activities under the FSS program has been coordinated with: the JOBS program, the programs provided under the WIA: any other relevant employment, child care, transportation, training, and education programs in the applicable area, and that implementation will continue to be coordinated, in order to avoid duplication of services and activities.**

## XVI. EVALUATION

**A Management Information System for in-house purposes has been acquired by the HA. We are now able to track program statistics, effectiveness, historical data and any other analysis deemed necessary by the HA.**

## XVII. ORGANIZATIONAL STRUCTURE

**The FSS Program, like all other Section 8 programs falls under the auspices of the Midland County Housing Authority Board of Commissioners and Executive Director.**

## XVIII. CONCLUSION

**This comprehensive program is designed to assist motivated individuals to reach economic self-sufficiency. It is through the enhancement and involvement of private and public resources that the Midland County Housing Authority will address long term solutions to the growing need for housing and other assistance programs. Opportunities and advancements must be made to ensure that economic viability is present to address the needs of people in our community.**

**Sharon Nieto, Executive Director**
**Midland County Housing Authority**

**Date: 05-1-2008**

MIDLAND COUNTY HOUSING AUTHORITY
ADMINISTRATIVE BUDGET
CALENDAR YEAR 2008

| OPERATING RECEIPTS 1010- | BUDGET CY 2008 | JAN | FEB | MARCH | APRIL | MAY | JUNE | JULY | AUG | SEP | OCT | NOV | DEC | YTD (CY) DOLLARS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ADMIN FEES INCOME | $280,974.00 | $22,470.00 | $22,470.00 | $22,470.00 | $22,470.00 | $22,470.00 | $22,470.00 | $24,359.00 | $24,359.00 | $24,359.00 | $ 24,359.00 | $24,359.00 | $24,359.00 | $280,974.00 |
| OUTSIDE GRANT INCOM | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| HUD PHA GRANTS-FSS F | $ 40,860.00 | $ 3,400.00 | $ 3,400.00 | $ 3,400.00 | $ 3,400.00 | $ 3,400.00 | $ 3,400.00 | $ 3,400.00 | $ 3,400.00 | $ 3,400.00 | $ 3,420.00 | $ 3,420.00 | $ 3,420.00 | $ 40,860.00 |
| INTEREST INCOME | $ 2,120.00 | $ 160.00 | $ 160.00 | $ 180.00 | $ 180.00 | $ 180.00 | $ 180.00 | $ 180.00 | $ 180.00 | $ 180.00 | $ 180.00 | $ 180.00 | $ 180.00 | $ 2,120.00 |
| DUE TO MCHA | $ 1,680.00 | $ 140.00 | $ 140.00 | $ 140.00 | $ 140.00 | $ 140.00 | $ 140.00 | $ 140.00 | $ 140.00 | $ 140.00 | $ 140.00 | $ 140.00 | $ 140.00 | $ 1,680.00 |
| COMMUNITY SUPPORT I | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| OTHER INCOME | $ 300.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 300.00 |
| EMPLOYEE CONTRIBUTI | $ 54,192.00 | $ 4,197.00 | $ 4,197.00 | $ 4,197.00 | $ 6,111.00 | $ 4,197.00 | $ 4,197.00 | $ 4,197.00 | $ 4,197.00 | $ 4,197.00 | $ 6,111.00 | $ 4,197.00 | $ 4,197.00 | $ 54,192.00 |
| NET RECEIPT | $380,126.00 | $30,392.00 | $30,392.00 | $30,412.00 | $32,326.00 | $30,412.00 | $30,412.00 | $32,301.00 | $32,301.00 | $32,301.00 | $ 34,235.00 | $32,321.00 | $32,321.00 | $380,126.00 |

| OPERATING EXPENSES 1010- | BUDGET CY 2008 | JAN | FEB | MARCH | APRIL | MAY | JUNE | JULY | AUG | SEP | OCT | NOV | DEC | YTD (CY) DOLLARS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| ADMINISTRATIVE SALAR | $226,745.00 | $15,653.00 | $17,405.00 | $17,350.00 | $25,141.00 | $17,405.00 | $17,350.00 | $18,000.00 | $17,899.00 | $17,844.00 | $ 27,010.00 | $17,844.00 | $17,844.00 | $226,745.00 |
| EMPLOYEE BENEFIT | $ 58,697.00 | $ 4,585.00 | $ 4,874.00 | $ 4,874.00 | $ 4,874.00 | $ 4,874.00 | $ 4,874.00 | $ 4,874.00 | $ 4,874.00 | $ 4,874.00 | $ 5,372.00 | $ 4,874.00 | $ 4,874.00 | $ 58,697.00 |
| LEGAL EXPENSE | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| STAFF TRAINING | $ 5,048.00 | $ - | $ 458.00 | $ 458.00 | $ 458.00 | $ 458.00 | $ 458.00 | $ 458.00 | $ 460.00 | $ 460.00 | $ 460.00 | $ 460.00 | $ 460.00 | $ 5,048.00 |
| TRAVEL | $ 1,760.00 | $ 110.00 | $ 150.00 | $ 150.00 | $ 150.00 | $ 150.00 | $ 150.00 | $ 150.00 | $ 150.00 | $ 150.00 | $ 150.00 | $ 150.00 | $ 150.00 | $ 1,760.00 |
| ACCOUNTING FEES | $ 1,000.00 | $ - | $ - | $ - | $ 500.00 | $ - | $ - | $ - | $ 500.00 | $ - | $ - | $ - | $ - | $ 1,000.00 |
| AUDITING FEES | $ 21,000.00 | $ - | $ - | $ 7,000.00 | $ 7,000.00 | $ 7,000.00 | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ 21,000.00 |
| OFFICE RENT | $ 10,555.00 | $ 85.00 | $ 90.00 | $ 90.00 | $ 90.00 | $ 90.00 | $ 90.00 | $ 90.00 | $ 90.00 | $ 90.00 | $ 9,570.00 | $ 90.00 | $ 90.00 | $ 10,555.00 |
| UTILITIES | $ 8,234.00 | $ 484.00 | $ 595.00 | $ 605.00 | $ 590.00 | $ 680.00 | $ 700.00 | $ 935.00 | $ 935.00 | $ 910.00 | $ 650.00 | $ 500.00 | $ 650.00 | $ 8,234.00 |
| SUNDRY ADMIN EXPENS | $ 33,065.00 | $ 2,033.00 | $ 2,423.00 | $ 2,343.00 | $ 6,678.00 | $ 2,283.00 | $ 2,633.00 | $ 2,283.00 | $ 2,463.00 | $ 2,308.00 | $ 2,337.00 | $ 2,508.00 | $ 2,773.00 | $ 33,065.00 |
| BUILDING EXPENSE | $ 7,498.00 | $ 633.00 | $ 530.00 | $ 585.00 | $ 590.00 | $ 980.00 | $ 530.00 | $ 540.00 | $ 1,030.00 | $ 480.00 | $ 590.00 | $ 480.00 | $ 530.00 | $ 7,498.00 |
| CONTRACT COST | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| INSURANCE | $ 2,820.00 | $ 235.00 | $ 235.00 | $ 235.00 | $ 235.00 | $ 235.00 | $ 235.00 | $ 235.00 | $ 235.00 | $ 235.00 | $ 235.00 | $ 235.00 | $ 235.00 | $ 2,820.00 |
| MISCELLANEOUS EXPEN | $ 275.00 | $ - | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 25.00 | $ 275.00 |
| TOTAL EXPENSES: | $376,697.00 | $23,818.00 | $26,785.00 | $33,715.00 | $46,331.00 | $34,180.00 | $27,045.00 | $27,590.00 | $28,661.00 | $27,376.00 | $ 46,399.00 | $27,166.00 | $27,631.00 | $376,697.00 |
| NET INCOME: | $ 3,429.00 | $ 6,574.00 | $ 3,607.00 | $ (3,303.00) | $ (14,005.00) | $ (3,768.00) | $ 3,367.00 | $ 4,711.00 | $ 3,640.00 | $ 4,925.00 | $(12,164.00) | $ 5,155.00 | $ 4,690.00 | $ 3,429.00 |
| CAPITAL EXPENDITURES | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| OPERATING RESERVES | $ 25,000.00 | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ 25,000.00 |
| NET PROFIT/LOSS | $ 28,429.00 | $ 6,574.00 | $ 3,607.00 | $ (3,303.00) | $ (14,005.00) | $ (3,768.00) | $ 3,367.00 | $ 4,711.00 | $ 3,640.00 | $ 4,925.00 | $(12,164.00) | $ 5,155.00 | $ 4,690.00 | $ 28,429.00 |

Attachment F

# Midland County Housing Authority
# May 2, 2008
## Resident Advisory Board Meeting

Held, Friday, May 2, 2008 At 1710 Edwards, Midland, TX. 79701 at 9:30 a.m.

Resident Advisory Board Meeting

Present: Gracie Mancha FSS Participant, Betty Marie Rodriguez FSS Participant, Kasunna Hubbard FSS Participant, Beatrice Sanchez FSS Participant, Diana K. Durham FSS Participant, Mirna Lora FSS Participant.

Also Present: Maribel Estrella Assistant Director, Jeanette Castaneda FSS Coordinator.

Notice of the meeting was mailed out to 40 Housing Choice Voucher Section 8 FSS Participants.

## Input for the 2007 Annual PHA Plan:

1. Consideration to reduce paperwork for elderly and disabled Individuals who decide to renew contract.

2. Find Realtors to work with Section 8 Families and Landlords to establish relationship with current and new landlord for more available units to lease.

3. Utilizing HAP for purchasing a home, verses renting.

MIDLAND REPORTER-TELEGRAM, SUNDAY, MAY 4, 2008

90 Legal Notices

**Public Meeting**

The Midland County Housing Authority will hold a PUBLIC MEETING Wednesday, June 18, 2008 at 4:00 p.m. at the Midland County Housing Authority 1710 Edwards Street. We will receive comments on the 2008 Annual Plan. All documents are on display at the Midland County Housing Authority.
Office Hours: Monday through Friday 9:00 a.m. to 12:00 p.m. and 1:00 p.m. to 4 :00 p.m.
Contact Person:
Sharon Nelto, Executive Director
Midland County Housing Authority 432-570-4155

Attachment H

ELMS, FARIS & COMPANY, LLP
CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

# INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Commissioners
Midland County Housing Authority
Midland, TX

We have audited the financial statements of Midland County Housing Authority (the "Authority") as of and for the year ended September 30, 2007, and have issued our report thereon dated June 16, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

## Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Authority's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential, will not be prevented or detected by the entity's internal control. We consider the deficiencies described in the accompanying schedule of findings and responses to 2007-1 to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Attachment I

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, we believe that the significant deficiency described above is a not a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the Authority in a separate letter dated June 16, 2008

This report is intended solely for the information and use of management, the audit committee, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than those specified parties.

*Elms, Faris & Company, LLP*

Midland, Texas
June 16, 2008

ELMS, FARIS & COMPANY, LLP
CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

# INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Commissioners
Midland County Housing Authority
Midland, TX

## Compliance

We have audited the compliance of Midland County Housing Authority (the "Authority") with the types of compliance requirements described in the U. S. Office of Management and Budget (OMB) Circular A-133, *Compliance Supplement* that are applicable to each of its major federal programs for the year ended September 30, 2007. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Authority's management. Our responsibility is to express an opinion on the Authority's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Authority's compliance with those requirements.

In our opinion, the Authority complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended September 30, 2007.

## Internal Control Over Compliance

The management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Authority's internal control over compliance with the requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A *control deficiency* in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of management, the audit committee, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than those specified parties.

*Elms, Faris & Company, LLP*

Midland, Texas
June 16, 2008

ELMS, FARIS & COMPANY, LLP
CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

## INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH SPECIFIC REQUIREMENTS APPLICABLE TO FAIR HOUSING AND NON-DISCRIMINATION

Board of Commissioners
Midland County Housing Authority
Midland, Texas

We have audited the financial statements of the Midland County Housing Authority for the year ended September 30, 2007 and have issued our report thereon dated June 16, 2008. In our report, our opinion was unqualified.

We have also applied procedures to test the Midland County Housing Authority's compliance with the Fair Housing and Non-Discrimination requirements applicable to its HUD-assisted programs, for the year ended September 30, 2007.

Our procedures were limited to the applicable compliance requirement described in the *Consolidated Audit Guide for Audits* of *HUD Programs* issued by the U.S. Department of Housing and Urban Development, Office of Inspector General. Our procedures were substantially less in scope than an audit, the objective of which would be the expression of an opinion on the Midland County Housing Authority compliance with the Fair Housing and Non-Discrimination requirements. Accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance that are required to be reported herein under the guide.

This report is intended for the information of the audit committee, management and the Department of Housing and Urban Development. However, this report is a matter of public record and its distribution is not limited.

*Elms, Faris & Company, LLP*

Midland, Texas
June 16, 2008

**MIDLAND COUNTY HOUSING AUTHORITY**
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**
**FOR THE YEAR ENDED SEPTEMBER 30, 2007**

| PROGRAM | DESCRIPTION |
|---|---|
| **SECTION I - SUMMARY OF INDEPENDENT AUDITORS' RESULTS** | |
| Financial Statements: | |
| Type of Report | Unqualified Opinion |
| Internal Control over Financial Reporting: | |
| Material Weaknesses Identified | None |
| Significant Deficiencies not Considered to be Material Weaknesses | Yes 2007-1 |
| Noncompliance Material to the Financial Statements | None |
| Federal Awards: | |
| Internal Control over Major Programs: | |
| Material Weaknesses Identified | None |
| Reportable Conditions not Considered to be Material Weaknesses | None |
| Type of Report on Compliance with Major Programs | Unqualified Opinion |
| Findings and Questioned Costs for Federal Awards as Defined in Section .510(a), OMB Circular A-133 | The level of noncompliance was not material in relation to the financial statements covering federal programs. See management letter comments. |
| Dollar Threshold Considered Between Type A and Type B Federal Programs | $300,000 |
| Low Risk Auditee Statements | The Authority was not classified as a Low-risk Auditee in the Context of OMB Circular A-133 |
| Identification of Major Federal Programs | Section 8 Rental Voucher Program CFDA 14.871 |
| Oversight Agency | Department of Housing and Urban Development |
| **SECTION II - FINDINGS RELATING TO FINANCIAL STATEMENTS - GAGAS:** | |
| Reportable Conditions in Internal Control | Yes - 2007-1 |
| Compliance Findings | None |
| **SECTION III - FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS** | None |

## MIDLAND COUNTY HOUSING AUTHORITY
## SCHEDULE OF FINDINGS AND QUESTIONED COSTS
## FOR THE YEAR ENDED SEPTEMBER 30, 2007

**2007-1**

**Criteria:** Due to/Due from accounts should balance.

**Condition:** EFCO noted that the Due to/Due from accounts for the Zone and Admin are out of balance causing the A/R and A/P for interfund balances to be out of balance as well.

**Cause:** Although Due to/Due from accounts were adjusted at year end, an amount of $25,000 was only booked as a Due to on one fund. This amount is not considered a payable back to the Administrative fund and therefore should not be recorded in Due to.

**Effect:** Due to/Due from accounts did not balance.

**Recommendation:** EFCO recommends that once adjustments are made Due to/Due from accounts should be reconciled monthly to net to a zero balance.

**PHA Response:** MCHA will check that all Due to/Due from accounts equal a net zero balance.

**MIDLAND COUNTY HOUSING AUTHORITY**
**STATUS OF PRIOR YEAR FINDINGS**
**FOR THE YEAR ENDED SEPTEMBER 30, 2007**

| Program | Finding/Noncompliance |
|---|---|
| | No Prior Year Findings |

**MIDLAND COUNTY HOUSING AUTHORITY**

**RESOLUTION ADOPTING THE 5-YEAR PLAN AND ANNUAL PLAN FOR FISCAL YEAR 2007**

**RESOLUTION 06.24.08.23**

**WHEREAS,** the Authority adopts the 5-Year Plan and Annual Plan referred to as the Plan, which this document is a part of and make the following certifications and agreements with the Department of Housing Development (HUD) in connection with the submission of the Plan and implementation;

**WHEREAS,** The Board of Commissioners has determined that a 5-Year Plan and Annual Plan should be prepared and adopted;

**RESOLVED,** that the 5-Year Plan and Annual Plan attached here to is on file on the Midland County Housing Authority office and available to the Public;

Approved by unanimous vote of the commissioners on June 24, 2008.

Chairperson — Date: 6-25-08

Secretary — Date: 6-25-08

Attachment K