

1.0	PHA Information PHA Name: <u>Douglas County Housing Authority</u> PHA Code: <u>NE153</u> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>04/2009</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>78</u> Number of HCV units: <u>968</u>				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
					PH HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	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 for the next five years: The mission of the Douglas County Housing Authority is to promote personal growth and community responsibility by cultivating self-reliance, and by providing quality, affordable and safe housing for low to moderate income families, elderly, and the disabled.				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <ol style="list-style-type: none"> 1. DCHA will strive for long-term, competitive funding advantage as an affordable housing industry leader through: (1) expanding its awareness and utilization of funding sources (government, foundations, private lenders, etc.), (2) leveraging its assets, (3) tapping its discretionary HUD funds, and (4) refinancing current loans. 2. DCHA will collaborate with the political and affordable housing entities in the greater Omaha metropolitan area in redefining the jurisdictional boundaries, identify emerging housing needs, agency competency areas, and seek inter-governmental agreements, and office space options that would better allow the agency to be more proactive in meeting the changing housing dynamics of the Omaha area. 3. DCHA will enhance the quality of its customers service by better understanding the social, economic, technological, and demographic trends and patterns that impact on affordable housing (urban design, housing construction, energy conservation, lifestyles, household composition/profiles, aging/disabled populations, etc.) and by better responding with housing and services that factor in these trends and patterns. 4. DCHA will expand its public image and agency profile through the greater marketing and community engagement of its board and staff in communicating the vision, mission, values and outcomes of the agency and how this impacts on the quality of life of its communities, its businesses, and its residents. DHCA will strengthen, and in some cases formalize, its partnership with some key community partners (supportive services agencies, economic development entities, emergency responders, other housing partners, etc.) that significantly impact, directly or indirectly, on the quality of life of agency residents. 5. DCHA will ensure that its strategic goals will be utilized by its board in formulating board policies, strategic thinking, and Chief Executive Officer (CEO) performance evaluations, and by the CEO in implementing strategic action plans. <p>Regarding a statement on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. The DCHA has developed additional units of affordable housing as defined in Goal 2 (Provide variety and affordable housing opportunities). We are partners in a Credit to Own development in Valley, NE, consisting of 12 single family houses, and we are currently in a partnership to build another 15 single family houses in Gretna, NE that will be part of a homeownership program. The DCHA has had great progress in meetings its Goal #1 (Build community and business partnerships) by becoming part of a joint FSS coordinating Committee with the Omaha Housing Authority, and by building its relationship with the City of Gretna and the Sarpy County Board of Commissioners regarding the Gretna development project. Also, the Annual Report is published and distributed to many public bodies as well as various housing partners. Regarding Goal #3 (Provide Self-Sufficiency opportunities), since 2002 the DCHA has had over 22 Section 8 clients graduate from the FSS program and that 10 of them have become homeowners. Regarding Goal #4 (Enhance effective business relationships between DCHA and Section 8 TB landlords), the DCHA has increased the number of landlords who will accept Section 8 clients, and DCHA has put a manual together for landlords explaining the Section 8 Voucher program. Regarding Goals #5 (Enhance operational effectiveness), the DCHA has a comprehensive Accounting/Financial SOP manual, DCHA developed its own website, and DCHA is currently looking at upgrading its operating software to improve the effectiveness of financial reporting. Also, all new commissioners are required to attend a NAHRO Commissioners Fundamental training program within one year of appointment. In fact, two of the DCHA commissioners have been certified by NAHRO as official trainers of the Commissioners Fundamental training program.</p>				

6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: There have been no changes to the PHA plan elements since the last Annual Plan was submitted. All program policies are available for review at the central office at 5404 No. 107th Plaza, Omaha, NE</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. The 5-Year and Annual PHA Plan is made available in a manual that is kept in the lobby area of the DCHA offices. As a small PHA the DCHA only has one AMP NE15300006 as it relates to the new Asset Management requirements. The DCHA will also post the 5-Year and Annual PHA Plan in the community center of the one and only multi-unit complex, North Acres. The Fiscal Year Audit report for FYE 2008 is available for review by request at the central office at 5404 No. 107th Plaza.</p> <p><u>Policy on Violence Against Women Act:</u></p> <p>A Section 8 Housing Choice Voucher participant who is a victim of domestic violence, dating violence or stalking may request and be granted portability due to the incident or threat if they are otherwise compliant with all program obligations and the perpetrator has moved out of the assisted unit.</p> <p>In processing a request by a victim for continued assistance the DCHA may request that the victim certify (i.e. police reports) that she/he is a victim of domestic violence, dating violence or stalking, and that the actual or threatened abuse meets the requirements set forth in the Violence Against Women Act. Such certification must include the name of the perpetrator. If the request certification is not provided within 14 business days, assistance will be terminated.</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>The DCHA refers to the State of Nebraska – Department of Economic Development 2005-2009 Consolidated Plan to determine the housing needs identified in the jurisdiction, as well as the DCHA waiting list demographics.</p> <ul style="list-style-type: none"> • DCHA PH Waiting List identified that 11% of the applicants are disabled or handicapped. 22% of the applicants are considered hard to house families. • DCHA Section 8 Waiting List identified that 16% are elderly/disabled and that 2% are considered hard to house families. • State of Nebraska Consolidated Plan cited the following housing needs <ul style="list-style-type: none"> ○ Renter and homeowner rehab ○ Housing for special needs populations ○ Removal of blighted housing ○ Down payment assistance for homeownership ○ New construction of affordable owner occupied units ○ Lead-based paint abatement assistance ○ Rental units for large families ○ Additional affordable rental units

9.1	<p>Strategy for Addressing Housing 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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>The DCHA has adopted the following strategy to address the housing needs identified:</p> <ul style="list-style-type: none"> • Research emerging housing needs in current jurisdiction • Identify potential targets for public/private partnerships for development projects for special needs population • Explore accessing tax credit financing for building dwelling units that meet the needs of large families • Explore opportunities for new funding sources with HUD and other levels of government • Identify and approach foundations as a source of additional funding • Continue developing homeownership programs like the development of the Credit to Own single family houses in Valley and Gretna Nebraska.
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan. This information can be found in DCHA’s response to section 5.2.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p><i>“A substantial deviation from the 5-Year Plan occurs when the Board of Commissioners decides that it wants to change the Mission Statement/Vision Statement or Action Plan adopted by the Board of Commissioners and which requires formal approval of the Board of Commissioners.”</i></p> <p><i>“A significant amendment or modification to the Annual Plan is defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the plans or policies of the agency and which require formal approval of the Board of Commissioners.”</i></p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

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, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide 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 is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 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 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. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the

appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of:
 - 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking;
 - 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and
 - 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.**
 - 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and
 - 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act:
 - 1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and
 - 2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm

Note: This statement must be submitted to the extent that **approved and/or pending** demolition and/or disposition has changed.

- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA:
 - 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert;
 - 2) An analysis of the projects or buildings required to be converted; and
 - 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion.See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>
- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling

basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a 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. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled**

PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary						
PHA Name/Number: Douglas County Housing Authority – NE153		Locality (Omaha/Douglas/Nebraska)			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name – PHA Wide	Work Statement for Year 1 FFY <u>2009</u>	Work Statement for Year 2 FFY <u>2010</u>	Work Statement for Year 3 FFY <u>2011</u>	Work Statement for Year 4 FFY <u>2012</u>	Work Statement for Year 5 FFY <u>2013</u>
	NE153000006					
B.	Physical Improvements Subtotal		\$37,585.00	\$45,555.00	\$53,155.00	\$54,584.00
C.	Management Improvements		\$1,000.00	\$3,000.00	\$3,000.00	\$3,000.00
D.	PHA-Wide Non-dwelling Structures and Equipment		\$24,999.00	\$15,029.00	\$7,429.00	\$6,000.00
E.	Administration		\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00
F.	Other		-0-	-0-	-0-	-0-
G.	Operations		\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		\$112,084.00	\$112,084.00	\$112,084.00	\$112,084.00
L.	Total Non-CFP Funds					
M.	Grand Total	\$112,084.00	\$112,084.00	\$112,084.00	\$112,084.00	\$112,084.00

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2009	Work Statement for Year 2011 FFY 2010			Work Statement for Year: 2012 FFY 2011		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	NE153000006			NE153000006		
Annual Statement	<u>PHA Wide Work Items:</u>			<u>PHA Wide Work Items:</u>		
	• Refrigerators	2	\$1200	• Refrigerators	2	\$1250
	• Stoves	2	\$1100	• Stoves	2	\$1050
	• Water Heaters	2	\$800	• Water Heaters	2	\$800
	• Carpeting	3	\$9500	• Carpeting	2	\$8000
	• Storm doors	2	\$400	• Storm doors	3	\$600
	• Faucets & Plumbing	3	\$1700	• Faucets & Plumbing	3	\$1500
	• Interior & Exterior Painting	3	\$2000	• Interior & Exterior Painting	3	\$2000
	• Deck Repairs	1	\$500	• Deck Repairs	2	\$1000
	• Kitchen Floors	2	\$1000	• Kitchen Floors	2	\$1000
	• Air Conditioners	2	\$6000	• Air Conditioners	2	\$6000
	• Furnaces	2	\$8000	• Furnaces	3	\$11499
	• Concrete Work	1	\$2885	• Concrete Work	2	\$2400
	• Tree Trimming	2	\$900	• Tree Trimming	3	\$1500
	• Siding/Stucco	1	\$500	• Siding/Stucco	2	\$5856
	• Window Covering	2	\$600	• Window Covering	2	\$600
	• Sprinkler System	1	\$500	• Sprinkler System	1	\$500
	Subtotal of Estimated Cost		\$37,585	Subtotal of Estimated Cost		\$45,555

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY _____	Work Statement for Year <u>2013</u> FFY <u>2012</u>			Work Statement for Year: <u>2014</u> FFY <u>2013</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	NE153000006			NE153000006		
Annual						
Statement	<u>PHA Wide Work Items:</u>			<u>PHA Wide Work Items:</u>		
	• Refrigerators	2	\$1500	• Refrigerators	4	\$2800
	• Stoves	2	\$1300	• Stoves	3	\$1800
	• Water Heaters	2	\$800	• Water Heaters	3	\$1384
	• Carpeting	4	\$11200	• Carpeting	3	\$9200
	• Storm doors	2	\$400	• Storm doors	0	\$-0-
	• Faucets & Plumbing	4	\$1700	• Faucets & Plumbing	3	\$1500
	• Interior & Exterior Painting	3	\$2000	• Interior & Exterior Painting	3	\$1900
	• Deck Repairs	0	\$-0-	• Deck Repairs	4	\$2000
	• Kitchen Floors	4	\$1999	• Kitchen Floors	4	\$2000
	• Air Conditioners	3	\$9000	• Air Conditioners	2	\$6000
	• Furnaces	2	\$8000	• Furnaces	3	\$12000
	• Concrete Work	2	\$6000	• Concrete Work	1	\$3500
	• Tree Trimming	0	\$-0-	• Tree Trimming	3	\$1500
	• Siding/Stucco	2	\$8156	• Siding/Stucco	2	\$8500
	• Window Covering	2	\$600	• Window Covering	0	\$-0-
	• Sprinkler System	1	\$500	• Sprinkler System	1	\$500
	Subtotal of Estimated Cost		\$53,155	Subtotal of Estimated Cost		\$54,584

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		Grant Type and Number		FFY of Grant:		
PHA Name:		Capital Fund Program Grant No: NE153P153501-07		2007		
Douglas County Housing Authority		Replacement Housing Factor Grant No:		FFY of Grant Approval:		
5404 No. 107th Plaza, Omaha, NE 68134		Date of CFFP:				
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:)		
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/08		<input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost	Revised ²	Obligated	Total Actual Cost ¹	Expended
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³	\$42000		\$42000	\$42000	\$42000
3	1408 Management Improvements	\$1000		\$459.75	\$459.75	\$459.75
4	1410 Administration (may not exceed 10% of line 21)	\$6500		\$6500	\$6500	\$6500
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement	\$4785		\$4531.50	\$4531.50	\$4531.50
10	1460 Dwelling Structures	\$30500		\$42912.13	\$42912.13	\$42912.13
11	1465.1 Dwelling Equipment—Nonexpendable	\$2300		-0-	-0-	-0-
12	1470 Non-dwelling Structures	\$2500		\$1092.66	\$1092.66	\$1092.66
13	1475 Non-dwelling Equipment	\$24846		\$16934.96	\$16934.96	\$16934.96
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2 – 19)	\$114431		\$114431	\$114431	\$114431
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security – Soft Costs					
24	Amount of line 20 Related to Security – Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures					

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary		FFY of Grant: 2007	
PHA Name: Douglas County Housing Authority	Grant Type and Number Capital Fund Program Grant No. NE26P153501-07 Date of CFFP: _____	Replacement Housing Factor Grant No.:	
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/08		<input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Revised ²
Signature of Executive Director <i>Jan Bertoline</i>		Signature of Public Housing Director	
Date 12/18/08		Date	
		Obligated	Expended

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary		Grant Type and Number		FFY of Grant:	
PHA Name: Douglas County Housing Authority 5404 No. 107th Plaza, Omaha, NE 68134		Capital Fund Program Grant No. NE153P153501-08 Replacement Housing Factor Grant No: Date of CFFP: _____		2008 FFY of Grant Approval:	
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:)	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/08		<input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Estimated Cost		Total Actual Cost ¹	
Line		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	\$42000		\$42000	\$42000
3	1408 Management Improvements	\$3000		\$-0-	\$-0-
4	1410 Administration (may not exceed 10% of line 21)	\$6500		\$-0-	\$-0-
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	\$14175		\$-0-	\$-0-
10	1460 Dwelling Structures	\$34356		\$6458.08	\$6458.08
11	1465.1 Dwelling Equipment—Nonexpendable	\$3400		-0-	-0-
12	1470 Non-dwelling Structures	\$5103		\$-0-	\$-0-
13	1475 Non-dwelling Equipment	\$3500		\$142.65	\$142.65
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$112034		\$48600.73	\$48600.73
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary		FFY of Grant: 2008	
PHA Name: Douglas County Housing Authority	Grant Type and Number Capital Fund Program Grant No. NE26P153501-08 Date of CFFP: _____	FFY of Grant Approval:	
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Original Annual Statement and Evaluation Report for Period Ending: 9/30/08 <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost¹
		Original	Revised²
Signature of Executive Director <i>Don Bertolin</i>		Obligated	Expended
Date 12/18/08		Signature of Public Housing Director	
		Date	

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		Grant Type and Number		Replacement Housing Factor Grant No:		FFY of Grant:	
PHA Name:		Capital Fund Program Grant No:		Date of CFFP: 2009		2009	
Douglas County Housing Authority		5404 No. 107th Plaza, Omaha, NE 68134				FFY of Grant Approval:	
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:)		Total Actual Cost ¹	
Original Annual Statement		Final Performance and Evaluation Report		Revised ²		Obligated	
Line	Summary by Development Account	Total Estimated Cost	Original	Revised ²	Obligated	Expended	
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) ³		\$42000		\$-0-	\$-0-	
3	1408 Management Improvements		\$3000		\$-0-	\$-0-	
4	1410 Administration (may not exceed 10% of line 21)		\$6500		\$-0-	\$-0-	
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs						
8	1440 Site Acquisition						
9	1450 Site Improvement		\$2900		\$-0-	\$-0-	
10	1460 Dwelling Structures		\$47384		\$-0-	\$-0-	
11	1465.1 Dwelling Equipment—Nonexpendable		\$1800		\$-0-	\$-0-	
12	1470 Non-dwelling Structures		\$5000		\$-0-	\$-0-	
13	1475 Non-dwelling Equipment		\$3500		\$-0-	\$-0-	
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities ⁴						
18a	1501 Collateralization or Debt Service paid by the PHA						
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment						
19	1502 Contingency (may not exceed 8% of line 20)						
20	Amount of Annual Grant: (sum of lines 2 – 19)		\$112084		\$-0-	\$-0-	
21	Amount of line 20 Related to JBP Activities						
22	Amount of line 20 Related to Section 504 Activities						
23	Amount of line 20 Related to Security – Soft Costs						
24	Amount of line 20 Related to Security – Hard Costs						
25	Amount of line 20 Related to Energy Conservation Measures						

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary		FFY of Grant: 2009	
PHA Name: Douglas County Housing Authority	Grant Type and Number Capital Fund Program Grant No: Date of CFPP: 2009	Replacement Housing Factor Grant No: FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Revised ²
Signature of Executive Director <i>Jan Robinson</i>		Signature of Public Housing Director	
Date 12/18/08		Date	
		Obligated	Expended

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part II: Supporting Pages										
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			CFFP (Yes/No):		Federal FFY of Grant:			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work				
							Original	Revised ¹	Funds Obligated ²	Funds Expended ²
NE153000006	PHA Wide Work Items:									
	* Refrigerator	1465.1	2	1000						
	* Stoves	1465.1	2	800						
	*Water Heaters	1460	2	800						
	*Carpeting	1460	2	12699						
	* Storm Doors	1460	3	600						
	*Faucets & Plumbing	1460	2	1000						
	*Interior & Exterior Painting	1460	3	1500						
	*Deck Repairs	1450	1	500						
	* Kitchen Flooring	1460	2	1000						
	* Air Conditioners	1460	2	6000						
	* Furnaces	1460	2	8000						
	*Concrete Work	1450	2	2400						
	*Tree Trimming	1450	0	0						
	*Siding/Stucco	1460	3	14185						
	*Window Covering	1460	2	600						
	* Lawn Sprinkler System	1450		1000						

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

² To be completed for the Performance and Evaluation Report.

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Douglas County Housing Authority

Program/Activity Receiving Federal Grant Funding

Agency Annual Plan Transmission

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5404 No. 107th Plaza
Omaha, NE 68134

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

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

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

Name of Authorized Official

Joan Bertolini

Title

CEO

Signature

X 

Date

December 18, 2008

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Douglas County Housing Authority

Program/Activity Receiving Federal Grant Funding

CFP - Capital Fund Program

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

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

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

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

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

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

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

Name of Authorized Official

Joan Bertolini

Title

CEO

Signature



Date (mm/dd/yyyy)

12/18/2008

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input checked="" type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known:	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known: 2	
6. Federal Department/Agency: Department of Housing & Urban Development	7. Federal Program Name/Description: CFP - Capital Fund Program CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> None reported	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Joan Bertolini</u> Title: <u>CEO</u> Telephone No.: <u>402-444-6227</u> Date: <u>12/18/08</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

**RESIDENT ADVISORY COMMITTEE MEETING
OCTOBER 10, 2008**

The Resident Advisory Committee met in informal session on October 10, 2008, in the boardroom of the Douglas County Housing Authority.

In Attendance:

Joan Bertolini, CEO
Karen Gabell, Section 8 Recipient
10825 Manderson Plz.
Omaha, NE 68164
991-1449 or 203-5705
Evelyn Labode, Commissioner

Deanna Wagner, Commissioner

Resident Advisors absent were:

Yoland Yates
Marsha Booker

A lunch was provided and a packet was handed out to all who attended.

I. Review of the Draft Agency Annual Plan

Joan Bertolini opened the meeting with introductions. Ms. Bertolini explained the purpose for developing an Agency Annual Plan and what steps are required. The process involves management input; board of commissioners input and client participation is formulating the final plan. She went through each section and explained what it meant. Under Section 9 – Housing Needs, Ms. Gabell stated that she would like to see something added to address the needs of disabled persons. Ms. Bertolini will add the following statement under the activities to be undertaken by DCHA in the coming year that is contained in the Consolidated Plan.

- Coordinate referral services for persons with specialized needs

Ms. Bertolini ending by reviewing the schedule of activities that are required under the Agency Annual Plan regulations.

- Present the draft plan, that was done today, to the members of the Resident Advisory Committee.
- Publish the Agency Annual Plan in several local newspapers at least 45 days prior to the required Public Hearing
- Hold the Public Hearing on December 10, 2008 at 6PM at the central office
- Present the final plan to the board of commissioners at their December board meeting.
- Transmit the plan to HUD by January 15, 2009

II. Five Year Capital Improvement Plan

Joan Bertolini thoroughly reviewed the 5 Yr Capital Improvement Plan and explained that this plan only addresses the 5 YR plan for the 78 public housing properties.

III. Review of the Strategic Planning Committee Process and Activities

Joan Bertolini went through the Strategic Planning Process document explaining the purpose and anticipated outcome of this process. She then reviewed the Strategic Goals document and explained that these goals were identified through the Strategic Planning activities conducted so far. These goals will be included as part of the Agency Annual Plan and transmitted to HUD in January 2009.

VI. Other Comments and Suggestions

There were no other issues to discuss and so the meeting was adjourned.