

# **PHA Plans**

## **Streamlined Annual Version**

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

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

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

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

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# **Streamlined Annual PHA Plan**

## **for Fiscal Year: 2009**

### **PHA Name: Housing Authority of the City of Sedro Woolley**

**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:** Housing Authority of the City of Sedro Woolley

**PHA Number:** WA030

**PHA Fiscal Year Beginning:** (mm/yyyy) 01/2009

**PHA Programs Administered:**

**Public Housing and Section 8**       **Section 8 Only**       **Public Housing Only**  
Number of public housing units:                      Number of S8 units:                      Number of public housing units: 80

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: Bill Cook

Phone: 206.574.1100

TDD: 1.800.833.6388

Email (if available): BillC@kcha.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 2009**  
[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**

- 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 *N/A*  
**903.7(k)(1)(i) Statement of Homeownership Programs**
- 4. Project-Based Voucher Programs *N/A*
- 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.
- 6. Supporting Documents Available for Review
- 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
- 9. Other
  - a. Letter explaining reason for modification (Filename: wa030a02.pdf)
  - b. Capital Fund/P&E Report—FY 2003 (Filename: wa030b02.doc)
  - c. Capital Fund/P&E Report—FY 2003, (Filename: wa030c02.doc) (Supplemental Grant)
  - d. Capital Fund/P&E Report—FY 2004 (Filename: wa030d02.doc)
  - e. Capital Fund/P&E Report—FY 2005 (Filename: wa030e02.doc)
  - f. Capital Fund/P&E Report—FY 2006 (Filename: wa030f02.doc)
  - g. Capital Fund/P&E Report—FY 2006 (Filename: wa030g02.doc) (Supplemental Grant)
  - h. Capital Fund/P&E Report—FY 2007 (Filename: wa030h02.doc)
  - i. Membership of Resident Advisory Board (Filename: wa030i02.doc)
  - j. VAWA introduction letter (Filename: wa030j02.doc)
  - k. VAWA notice (Filename: wa030k02.doc)
  - l. HUD VAWA transmittal (Filename: wa030L02.pdf)
  - m. VAWA Answers (Filename: wa030m02.doc)

**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? *Yes*  
 If yes, complete the following table; if not skip to B.

<b>Site-Based Waiting Lists</b>				
<b>Development Information:</b> (Name, number, location)	<b>Date Initiated</b>	<b>Initial mix of Racial, Ethnic or Disability Demographics</b>	<b>Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL</b>	<b>Percent change between initial and current mix of Racial, Ethnic, or Disability demographics</b>
Cedar Grove Apts	4/2006	97% Caucasian	97% Caucasian	No change
WA030000103		3% Hispanic	2% Hispanic	1% decrease
Hillsvievw	4/2006	27% Disabled	25% Disabled	2% decrease
WA030000155			1% Native Amer. 1% African-Amer.	1% increase 1% increase

2. What is the number of site based waiting list developments to which families may apply at one time? 2
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? 2
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? 1
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 – *Hillsview Apartments*
  - 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) – *Applicants may call the office and request that an application be mailed to them.*

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

3.  Yes  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?

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

b. PHA established eligibility criteria

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

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

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

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

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

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

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

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

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

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

[24 CFR Part 903.15]

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

1. Consolidated Plan jurisdiction: **State of Washington**

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

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

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

*In developing the previous Annual Plan, the Housing Authority consulted with the appropriate Consolidated Plan agency, the Washington State Department of Community, Trade and Economic Development to finalize the PHA Plan and to ensure consistency between the Consolidated Plan and the PHA Plan. The Sedro Woolley Housing Authority will participate, where requested, in the future development of the Consolidated Plan to ensure actions and commitments within the PHA Plan and the Consolidated Plan remain consistent and mutually supportive. Objectives identified in the 2005-2009 Washington State Consolidated Plan which have been identified as supportive of the FY 2009 PHA Plan include:*

- *Increase the capacity of housing providers to develop and manage low-income housing more effectively and efficiently.*
- *Increase the opportunities available to very-low income, homeless, and special needs households to achieve stable, affordable housing.*

## 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
N/A	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
XX	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
N/A	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
XX	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
XX	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
XX	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
XX	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
XX	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
XX	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
XX	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
N/A	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
XX	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
XX	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 &

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
		Self-Sufficiency
N/A	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/A	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
XX	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
XX	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
XX	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
XX	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
XX	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
N/A	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
XX	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
XX	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
N/A	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
XX	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
XX	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
XX	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
XX	Other supporting documents (optional) <ul style="list-style-type: none"> <li>• Management Organization Chart</li> <li>• Facility Use Policy</li> <li>• Pet Policies for Mixed Population Development</li> <li>• Administrative Policies               <ul style="list-style-type: none"> <li>○ Capitalization policy</li> </ul> </li> </ul>	(specify as needed)

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	<ul style="list-style-type: none"> <li>○ Check signing policy</li> <li>○ Disposition policy</li> <li>○ Fund transfer policy</li> <li>○ Investment policy</li> <li>○ Procurement policy</li> <li>• Human resources policy               <ul style="list-style-type: none"> <li>○ Personnel policy</li> <li>○ Ethics policy</li> <li>○ Workplace violence policy</li> <li>○ Drug-free workplace policy</li> <li>○ Blood-borne pathogen policy</li> <li>○ Hazardous materials policy</li> </ul> </li> </ul>	
N/A	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: The Housing Authority Of The City of Sedro Woolley		Grant Type and Number Capital Fund Program Grant No: WA19P030501-07 Replacement Housing Factor Grant No:		Federal FY Of Grant: 2007	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/07					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	13,245	13,245	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	6,000	6,000	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	118,433	118,433	0	0
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	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	137,678	137,678	0	0
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

<b>Annual Statement/Performance and Evaluation Report</b>								
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>								
<b>Part II: Supporting Pages</b>								
PHA Name: King County Housing Authority of Sedro Woolley			Grant Type and Number Capital Fund Program Grant No: WA19P030501-07 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost		Total Actual Cost		Status of Work
				Original Estimate	Revised Estimate	Obligated	Expended	
WA 30-1 Cedar Grove	a) Interior Upgrade	1460	20	25,000	25,000	0	0	
	<b>WA 30-1 Total</b>			<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	
WA 30-2 Hillsview	a) Interior upgrade.	1460		93,433	93,433	0	0	
	<b>WA 30-2 Total</b>			<b>93,433</b>	<b>93,433</b>	<b>0</b>	<b>0</b>	
	<b>SUBTOTAL</b>			<b>118,433</b>	<b>118,433</b>	<b>0</b>	<b>0</b>	
PHA WIDE	ADMINISTRATION							
	Advertising	1410		200	200	0	0	
	Administrative Salaries/Benefits	1410		13,045	13,045	0	0	
	PHA wide Administration Total			<b>13,245</b>	<b>13,245</b>	<b>0</b>	<b>0</b>	
PHA WIDE	PLANNING							
	A & E Professional Services	1430		5,000	5,000	0	0	
	Building Permit Fees	1430		500	500	0	0	
	Sundry/Planning Costs	1430		500	500			
	PHA Wide Planning Total			<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0</b>	
	Total Funding Amount			<b>137,678</b>	<b>137,678</b>	<b>0</b>	<b>0</b>	

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

<b>Annual Statement/Performance and Evaluation Report                      Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                      Part III: Implementation Schedule</b>							
PHA Name: Housing Authority of the City of Sedro Woolley			<b>Grant Type and Number</b> Capital Fund Program No: WA19P030501-07 Replacement Housing Factor No:			<b>Federal FY of Grant: 2007</b>	
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	
WA 30-1-Cedar Grove	9/13/2009			9/13/2011			
WA 30-2-Hillsview	9/13/2009			9/13/2011			
Administration	9/13/2009			9/13/2011			
Planning	9/13/2009			9/13/2011			

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

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name: Housing Authority of the City of Sedro Woolley				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2  FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 3  FFY Grant: 2009 PHA FY: 2010	Work Statement for Year 4  FFY Grant: 2010 PHA FY: 2011	Work Statement for Year 5  FFY Grant: 2011 PHA FY: 2012
WA 30-1 Cedar Grove	Annual Statement	110,000	85,000	110,000	80,000
WA 30-2 Hillsview			25,000		30,000
Total CFP Funds (Est.)		110,000	110,000	110,000	110,000
Total Replacement Housing Factor Funds					

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

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1	Activities for Year: 2 FFY Grant: 2008 PHA FY: 2009			Activities for Year: 3 FFY Grant: 2009 PHA FY: 2010		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
<b>See</b>	WA 30-1 Cedar Grove	Interior Upgrade	110,000	WA 30-1 Cedar Grove	Interior Upgrade	85,000
<b>Annual</b>				WA 30-2 Hillsview	Interior/Exterior Upgrade	25,000
<b>Statement</b>						
Total CFP Estimated Cost			\$110,000			\$110,000

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part II: Supporting Pages—Work Activities</b>					
Activities for Year: 4 FFY Grant: 2010 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2011 PHA FY: 2012		
<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
WA 30-1 Cedar Grove	Interior Upgrade	110,000	WA 30-1 Cedar Grove	Interior Upgrade	80,000
			WA 30-2 Hillsview	Interior/Exterior Upgrade	30,000
Total CFP Estimated Cost		\$110,000			\$110,000

## **Attachment: Membership of the Resident Advisory Board or Boards**

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

### ***Sedro Woolley Housing Authority Resident Advisory Board Members***

Ms. Reba Moore  
Ms. Ada Wagner



# SEDRO WOOLLEY HOUSING AUTHORITY

*Executive Director:*

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STEPHEN J. NORMAN

October 30, 2008

Mr. Dean Zinck, Deputy Director  
Office of Public Housing  
Seattle Regional Office  
U.S. Department of Housing and Urban Development  
909 First Avenue, Suite 360  
Seattle, WA 98104-1000

Dear Mr. Zinck

Attached, please find a modification of the Sedro Woolley Housing Authority's Annual Plan, which was approved on May 15, 2008. This annual Plan has been modified to bring the effective date of the annual Plan into conformation with the newly established fiscal year period. The Department of Housing and Urban Development recently approved a change in the Housing Authority's fiscal year. Beginning in 2009 the fiscal year will run concurrent with the calendar year. The modification of the previously approved annual Plan reflects this. This is the only change made to the previously approved annual Plan.

Thank you for your attention to this. I would also like to express my appreciation of Gordon Brandhagen of the Seattle Regional Office who was very helpful in helping my staff with this process.

Sincerely

Bill Cook,  
Director of Public Housing

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

<b>PHA Name: Housing Authority of the City of Sedro Woolley</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: WA19P030501-03 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2003
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Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no:    )  
  Performance and Evaluation Report for Period Ending: 12/31/07  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	12,100.00	12,100.00	12,100.00	12,100.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	5,581.97	5,581.97	5,581.97	5,581.97
8	1440 Site Acquisition				
9	1450 Site Improvement	103,944.03	103,944.03	103,944.03	103,944.03
10	1460 Dwelling Structures	0	0		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	0	0	0	0
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	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	<b>121,626.00</b>	<b>121,626.00</b>	<b>121,626.00</b>	<b>121,626.00</b>
	Amount of line 20 Related to LBP Activities	0	0	0	0
	Amount of line 20 Related to Section 504 compliance	0	0	0	0
	Amount of line 20 Related to Security –Soft Costs	0	0	0	0
	Amount of line 20 Related to Security—Hard Costs	0	0	0	0
	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expenses or Debt Service	0	0	0	0

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

PHA Name: Housing Authority of the City of Sedro Woolley		Grant Type and Number Capital Fund Program Grant No: WA19P030501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
WA 30-1 Cedar Grove	a) Replace roofing for all residential buildings at Site I,II, and III	1460	5	0	0	0	0	Moved to CFP2002	
<b>Sites I, II, III</b>	b) Replace roofing for the recreation building	1470	1	0	0	0	0	Moved to CFP 2002	
	c) Replace asphalt parking lot paving and water mains (Partial work)	1450	3	103,944.03	103,944.03	103,944.03	103,944.03	Completed	
	<b>SUBTOTAL</b>			<b>103,944.03</b>	<b>103,944.03</b>	<b>103,944.03</b>	<b>103,944.03</b>		
PHA WIDE	ADMINISTRATION								
	Non-Technical Salaries	1410	3	8,674.94	8,674.94	8,674.94	8,674.94		
	Fringe Benefits	1410	3	2,797.75	2,797.75	2,797.75	2,797.75		
	Sundry/Advertising	1410	Various	627.31	627.31	627.31	627.31		
	<b>SUBTOTAL</b>	<b>1410</b>		<b>12,100.00</b>	<b>12,100.00</b>	<b>12,100.00</b>	<b>12,100.00</b>		
PHA WIDE	PLANNING	1430							
	A&E Professional Services	1430	Various	5,896.97	5,896.97	5,896.97	5,896.97		
	Building Permit Fees	1430	Various	0	0	0	0		
	Sundry/Planning Costs	1430	Various	(315.00)	(315.00)	(315.00)	(315.00)		
	Clerk-of-the-Works Inspection Fees	1430	1	0	0	0	0		
	<b>SUBTOTAL</b>	<b>1430</b>		<b>5,581.97</b>	<b>5,581.97</b>	<b>5,581.97</b>	<b>5,581.97</b>		
	Total Funding Amount			<b>121,626</b>	<b>121,626.00</b>	<b>121,626.00</b>	<b>121,626.00</b>		

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

PHA Name: Housing Authority of the City of Sedro Woolley		Grant Type and Number Capital Fund Program No: WA19P030501-03 Replacement Housing Factor No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
WA 30-1 Cedar Grove Sites I, II, III	9/16/2005		6/30/2005	9/16/2007		12/31/2006	
Administration	9/16/2005		6/30/2005	9/16/2007		12/31/2006	
Planning	9/16/2005		6/30/2005	9/16/2007		12/31/2006	

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

<b>PHA Name: Housing Authority of the City of Sedro Woolley</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: WA19P030502-03 Replacement Housing Factor Grant No:	<b>Federal FY of Grant: 2003</b>
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/07  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	398.58	398.58	398.58	398.58
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	23,840.42	23,840.42	23,840.42	23,840.42
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	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	<b>24,239.00</b>	<b>24,239.00</b>	<b>24,239.00</b>	<b>24,239.00</b>
	Amount of line 20 Related to LBP Activities	0	0	0	0
	Amount of line 20 Related to Section 504 compliance	0	0	0	0
	Amount of line 20 Related to Security –Soft Costs	0	0	0	0
	Amount of line 20 Related to Security—Hard Costs	0	0	0	0
	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expenses or Debt Service	0	0	0	0

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

PHA Name: Housing Authority of the City of Sedro Woolley		Grant Type and Number Capital Fund Program Grant No: WA19P030502-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
WA 30-1 Cedar Grove		1460		0	0	0	0	
<b>Sites I, II, III</b>		1460		0	0	0	0	
	Replace asphalt parking lot paving and water mains (Partial work)	1450	3	23,840.42	23,840.42	23,840.42	23,840.42	Completed
	SUBTOTAL			<b>23,840.42</b>	<b>23,840.42</b>	<b>23,840.42</b>	<b>23,840.42</b>	
PHA WIDE	ADMINISTRATION							
	Non-Technical Salaries	1410	1	398.58	398.58	398.58	398.58	
	Fringe Benefits	1410	1	0	0	0	0	
	Sundry/Advertising	1410		0	0	0	0	
	SUBTOTAL	1410		<b>398.58</b>	<b>398.58</b>	<b>398.58</b>	<b>398.58</b>	
PHA WIDE	PLANNING	1430						
	A&E Professional Services	1430						
	Building Permit Fees	1430						
	Sundry/Planning Costs	1430						
	Clerk-of-the-Works Inspection Fees	1430	1					
	SUBTOTAL	1430						
	Total Funding Amount			<b>24,239.00</b>	<b>24,239.00</b>	<b>24,239.00</b>	<b>24,239.00</b>	

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

PHA Name: Housing Authority of the City of Sedro Woolley		Grant Type and Number Capital Fund Program No: WA19P030502-03 Replacement Housing Factor No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
WA 30-1 Cedar Grove Sites I, II, III	4/26/06		9/30/05	4/26/08		12/31/06	
Administration	4/26/06		9/30/05	4/26/08		12/31/06	
Planning	4/26/06		9/30/05	4/26/08		12/31/06	

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

<b>PHA Name: Housing Authority of the City of Sedro Woolley</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: WA19P030501-04 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2004
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Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no:    )  
  Performance and Evaluation Report for Period Ending: 12/31/07  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	13,400	13,400.00	13,400.00	13,400.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	2,800	2,800.00	2,800.00	2,800.00
8	1440 Site Acquisition				
9	1450 Site Improvement	118,097	118,097.00	118,097.00	118,097.00
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	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	<b>134,297</b>	<b>134,297.00</b>	<b>134,297.00</b>	<b>134,297.00</b>
	Amount of line 20 Related to LBP Activities	0	0	0	0
	Amount of line 20 Related to Section 504 compliance	0	0	0	0
	Amount of line 20 Related to Security –Soft Costs	0	0	0	0
	Amount of line 20 Related to Security—Hard Costs	0	0	0	0
	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expenses or Debt Service	0	0	0	0

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

PHA Name: Housing Authority of the City of Sedro Woolley		Grant Type and Number Capital Fund Program Grant No: WA19P030501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
WA 30-1 Cedar Grove <b>Sites I, II, III</b>									
	c) Replace asphalt parking lot paving and water mains (Partial work)	1450	3	118,097	118,097.00	118,097.00	118,097.00	COMPLETED	
	<b>SUBTOTAL</b>			<b>118,097</b>	<b>118,097.00</b>	<b>118,097.00</b>	<b>118,097.00</b>		
PHA WIDE	ADMINISTRATION								
	Non-Technical Salaries	1410		11,155.00	11,154.71	11,154.71	11,154.71		
	Fringe Benefits	1410		1,998.00	1,998.29	1,998.29	1,998.29		
	Sundry/Advertising	1410		247.00	247.00	247.00	247.00		
	<b>SUBTOTAL</b>	<b>1410</b>		<b>13,400.00</b>	<b>13,400.00</b>	<b>13,400.00</b>	<b>13,400.00</b>		
PHA WIDE	PLANNING	1430							
	A&E Professional Services	1430		2,000	2,800.00	2,800.00	2,800.00		
	Building Permit Fees	1430		500	0	0	0		
	Sundry/Planning Costs	1430		300	0	0	0		
	Clerk-of-the-Works Inspection Fees	1430		0	0	0	0		
	<b>SUBTOTAL</b>	<b>1430</b>		<b>2,800</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>2,800.00</b>		
	Total Funding Amount			<b>134,297</b>	<b>134,297.00</b>	<b>134,297.00</b>	<b>134,297.00</b>		

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

PHA Name: Housing Authority of the City of Sedro Woolley		Grant Type and Number Capital Fund Program No: WA19P030501-04 Replacement Housing Factor No:				Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
WA 30-1 Cedar Grove Sites I, II, III	9/14/2006		9/30/2005	9/14/2008		12/31/2006	
Administration	9/14/2006		9/30/2005	9/14/2008		12/31/2006	
Planning	9/14/2006		9/30/2005	9/14/2008		12/31/2006	

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

PHA Name: The Housing Authority Of The City of Sedro Woolley	Grant Type and Number Capital Fund Program Grant No: WA19P030501-05 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/07  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	14,500	14,505	14,505	14,505
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	16,000	14,448	14,448	7,973
8	1440 Site Acquisition				
9	1450 Site Improvement	32,012	31,154	31,154	31,154
10	1460 Dwelling Structures	83,208	85,613	85,613	85,613
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	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	145,720	145,720	145,720	139,245
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures	5,000	0	0	0
	Collateralization Expenses or Debt Service	0.00			

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

PHA Name: King County Housing Authority of Sedro Woolley		Grant Type and Number Capital Fund Program Grant No: WA19P030501-05 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost		Total Actual Cost		Status of Work
				Original Estimate	Revised Estimate	Obligated	Expended	
WA 30-1 Cedar Grove	a) Interior Lighting Upgrade	1460	20	0	0	0	0	Deleted Complete
	b) Supplement water main project in FFY 2004 CFP Budget	1450	20	5,487	5,487	5,487	5,487	
	c) New monument sign	1450		16,525	16,525.00	16,525	16,525	
	d) Mailboxes	1450		3,140	3,140	3,140	3,140	
	<b>WA 30-1 Total</b>			<b>25,152</b>	<b>25,152</b>	<b>25,152</b>	<b>25,152</b>	
WA 30-2 Hillsview	a) Interior and Common Areas Lighting upgrade.	1460		0	0	0	0	Deffered
	b) Common area flooring upgrade	1460		83,208	83,208	0	0	
	c) New monument sign	1450		10,000	6,002	6,002	6,002	
	d) Exterior Painting	1460		0	58,965	58,965	58,965	
	e) Patio Doors & Locks	1460		0	26,448	26,448	26,448	
	<b>WA 30-2 Total</b>			<b>93,208</b>	<b>91,615</b>	<b>91,615</b>	<b>91,615</b>	
	<b>SUBTOTAL (WA 30-1 &amp; WA 30-2)</b>			<b>118,360</b>	<b>116,767</b>	<b>116,767</b>	<b>116,767</b>	
PHA WIDE	ADMINISTRATION							
	Advertising	1410		200	200	118	118	
	Administrative Salaries & Benefits	1410		14,300	14,305	14,387	14,387	
	<b>PHA wide Administration Total</b>			<b>14,500</b>	<b>14,505</b>	<b>14,505</b>	<b>14,505</b>	
PHA WIDE	PLANNING							
	A & E Professional Services	1430		15,000	14,488	14,448	7,973	
	Building Permit Fees	1430		500	0	0	0	
	Sundry/Planning Costs	1430		500	0	0	0	
	<b>PHA Wide Planning Total</b>			<b>16,000</b>	<b>14,448</b>	<b>14,448</b>	<b>7,973</b>	
	<b>Total Funding Amount</b>			<b>145,720</b>	<b>145,720</b>	<b>145,720</b>	<b>139,245</b>	



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

PHA Name: The Housing Authority Of The City of Sedro Woolley	Grant Type and Number Capital Fund Program Grant No: WA19P030501-06 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/07  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	13,246	13,246	13,246	5,632
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	6,000	10,400	8,125	8,125
8	1440 Site Acquisition				
9	1450 Site Improvement	0	7,010	7,010	7,010
10	1460 Dwelling Structures	113,222	100,388	965	965
11	1465.1 Dwelling Equipment—Nonexpendable	0	1,423	1,423	1,423
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	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	132,467	132,467	30,769	23,155
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: King County Housing Authority of Sedro Woolley		Grant Type and Number Capital Fund Program Grant No: WA19P030501-06 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost		Total Actual Cost		Status of Work
				Original Estimate	Revised Estimate	Obligated	Expended	
WA 30-1 Cedar Grove	a) Interior Upgrade	1460	20	113,222	15,000	0	0	
	<b>WA 30-1 Total</b>			<b>113,222</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	
WA 30-2 Hillsview	a) Common areas upgrade.	1460		0	0	0	0	Delete
	b) Monument Sign	1450	1	0	0	0	0	Delete
	c) Unit Upgrade	1460	1	0	30,000	965	965	
	d) Outdoor furniture replacement	1450		0	7,010	7,010	7,010	Complete
	e) Automatic Door System	1460	1	0	55,388	0	0	
	f) Replace Ranges	1465	4	0	1,423	1,423	1,423	Complete
	<b>WA 30-2 Total</b>			<b>0</b>	<b>93,821</b>	<b>9,398</b>	<b>9,398</b>	
	<b>SUBTOTAL</b>			<b>113,222</b>	<b>108,821</b>	<b>9,398</b>	<b>9,398</b>	
PHA WIDE	ADMINISTRATION							
	Advertising	1410		200	251	251	251	
	Administrative Salaries/Benefits	1410		13,045	12,995	12,995	5,381	
	<b>PHA wide Administration Total</b>			<b>13,245</b>	<b>13,246</b>	<b>13,246</b>	<b>5,632</b>	
PHA WIDE	PLANNING							
	A & E Professional Services	1430		5,000	9,400	7,983	7,983	
	Building Permit Fees	1430		500	500	0.00	0.00	
	Sundry/Planning Costs	1430		520	500	142	142	
	<b>PHA Wide Planning Total</b>			<b>6,000</b>	<b>10,400</b>	<b>8,125</b>	<b>8,125</b>	
	Total Funding Amount			<b>145,720</b>	<b>132,467</b>	<b>30,769</b>	<b>23,155</b>	



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

PHA Name: <b>Housing Authority of the City of Sedro Woolley</b>	Grant Type and Number Capital Fund Program Grant No: WA19P030502-06 Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2006</b>
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/07  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	11,000	11,000	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	200	200	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	9,908	9,908	0	0
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	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	<b>11,208</b>	<b>11,208</b>	<b>0</b>	<b>0</b>
	Amount of line 20 Related to LBP Activities	0	0	0	0
	Amount of line 20 Related to Section 504 compliance	0	0	0	0
	Amount of line 20 Related to Security –Soft Costs	0	0	0	0
	Amount of line 20 Related to Security—Hard Costs	0	0	0	0
	Amount of line 20 Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expenses or Debt Service	0	0	0	0

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

PHA Name: Housing Authority of the City of Sedro Woolley		Grant Type and Number Capital Fund Program Grant No: WA19P030502-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
WA 30-1 Cedar Grove		1460		0	0	0	0	
<b>Sites I, II, III</b>		1460		0	0	0	0	
WA 30-1 Hillsview	a) Exterior/Interior lighting	1460		9,908	9,908	0	0	
	<b>SUBTOTAL</b>			<b>9,908</b>	<b>9,908</b>	<b>0</b>	<b>0</b>	
PHA WIDE	ADMINISTRATION							
	Salaries & Benefits	1410	1	1,100	1,100	0	0	
				0	0	0	0	
	<b>SUBTOTAL</b>	1410		<b>1,100</b>	<b>1,100</b>	<b>0</b>	<b>0</b>	
PHA WIDE	PLANNING	1430						
	Sundry/Planning Costs	1430		200	200	0	0	
	<b>SUBTOTAL</b>	1430		<b>200</b>	<b>200</b>	<b>0</b>	<b>0</b>	
	<b>Total Funding Amount</b>			<b>11,208</b>	<b>11,208</b>	<b>0</b>	<b>0</b>	

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

PHA Name: Housing Authority of the City of Sedro Woolley		Grant Type and Number Capital Fund Program No: WA19P030502-06 Replacement Housing Factor No:				Federal FY of Grant: 2006	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
WA 30-2 Hillsview	5/3/09		N/A	5/3/2011		N/A	
Administration	5/3/09		N/A	5/3/2011		N/A	
Planning	5/3/09		N/A	5/3/2011		N/A	

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

PHA Name: The Housing Authority Of The City of Sedro Woolley	Grant Type and Number Capital Fund Program Grant No: WA19P030501-07 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/07  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	13,245	13,245	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	6,000	6,000	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	118,433	118,433	0	0
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	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	137,678	137,678	0	0
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: King County Housing Authority of Sedro Woolley		<b>Grant Type and Number</b> Capital Fund Program Grant No: WA19P030501-07 Replacement Housing Factor Grant No:				Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Estimated Cost		Total Actual Cost		Status of Work
				Original Estimate	Revised Estimate	Obligated	Expended	
WA 30-1 Cedar Grove	a) Interior Upgrade	1460	20	25,000	25,000	0	0	
	<b>WA 30-1 Total</b>			<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	
WA 30-2 Hillsview	a) Interior upgrade.	1460		93,433	93,433	0	0	
	<b>WA 30-2 Total</b>			<b>93,433</b>	<b>93,433</b>	<b>0</b>	<b>0</b>	
	<b>SUBTOTAL</b>			<b>118,433</b>	<b>118,433</b>	<b>0</b>	<b>0</b>	
PHA WIDE	ADMINISTRATION							
	Advertising	1410		200	200	0	0	
	Administrative Salaries/Benefits	1410		13,045	13,045	0	0	
	<b>PHA wide Administration Total</b>			<b>13,245</b>	<b>13,245</b>	<b>0</b>	<b>0</b>	
PHA WIDE	PLANNING							
	A & E Professional Services	1430		5,000	5,000	0	0	
	Building Permit Fees	1430		500	500	0	0	
	Sundry/Planning Costs	1430		500	500			
	<b>PHA Wide Planning Total</b>			<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0</b>	
	<b>Total Funding Amount</b>			<b>137,678</b>	<b>137,678</b>	<b>0</b>	<b>0</b>	





**Attachment: Membership of the Resident Advisory Board or Boards**

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

*Sedro Woolley Housing Authority  
Resident Advisory Board Members*

Ms. Reba Moore  
Ms. Ada Wagner

“The Housing Authority is in full compliance with the regulations set forth in the Violence Against Women and Department of Justice Reauthorization Act of 2005 (VAWA) signed by President Bush. This law creates protections for victims of domestic violence, stalking, and dating violence who reside in SWHA buildings. Notifications to residents were sent out shortly after final guidance by the federal government and all pertinent forms are available to residents and applicants.”



# SEDRO WOOLLEY

## HOUSING AUTHORITY

*Executive Director:*

STEPHEN J. NORMAN

### **NOTICE REGARDING REVISIONS to the VIOLENCE AGAINST WOMEN and DEPARTMENT OF JUSTICE REAUTHORIZATION ACT**

January 3, 2007

Dear Residents:

In January 2006, President Bush signed into law amendments to the Violence Against Women and Department of Justice Reauthorization Act of 2005, also known as "VAWA". Portions of this law clarify and create protections for victims of domestic violence, dating violence and stalking who are also residents of one of KCHA's public housing developments.

The following summary provides information all residents should know regarding the rights, responsibilities and limitations provided under VAWA.

#### **You should know that:**

- ❑ The Housing Authority will not consider actual or threatened domestic violence, dating violence, or stalking to be a "serious or repeated" violation of the lease by the victim or threatened victim of that violence and will not interpret it as good cause for eviction of a public housing household who is the victim of such violence.
- ❑ The Housing Authority will not terminate your tenancy as a result of criminal activity, if that criminal activity is directly related to domestic violence, dating violence or stalking engaged in by a member of your household, a guest or another person under your control, and you or an immediate family member is the victim.
  - However, the above does not limit the Housing Authority's ability to: (1) evict a tenant for any violation of the lease not premised on an act(s) of actual or threatened domestic violence, dating violence or stalking; (2) evict a resident where the Housing Authority can demonstrate an actual or imminent threat to other tenants or those employed or providing service to the property if the tenancy is not terminated; or, (3) honor court orders addressing rights of access or control of the property, including civil protection orders. In addition, the Housing Authority may split the lease of a household in order to evict any individual tenant who engages in criminal acts of physical violence against family member or others, without evicting or otherwise penalizing the victim of such violence who is also a tenant.
- ❑ The Housing Authority will require residents seeking protection under VAWA to provide certification of their qualification as a victim of domestic violence, dating violence or stalking and that the incident, or incidents, in question meet the requirements of the law. Acceptable forms of certification include: (1) Submission of a HUD approved certification form; (2) Documentation signed by an employee, agent, or volunteer of a victim service provider, an

attorney, or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, or stalking, or the effects of the abuse; (3) A Federal, State, tribal, territorial, or local police or court record.

- **All information provided to the Housing Authority in relation to the law will be kept CONFIDENTIAL.** Such information, including the fact that an individual is a victim of domestic violence, dating violence, or stalking, will be retained in confidence and will not be entered into any shared database nor provided to any related entity, except to the extent that disclosure is: (1) requested or consented to by the individual in writing; (2) required for use in an eviction proceeding resulting from enforcement of the law; or, (3) otherwise required by applicable law.

If you think that you are a victim of actual or threatened domestic violence, dating violence, or stalking and would like more information regarding VAWA and how it may affect your lease please do not hesitate to contact your Property Manager.

Sincerely,

***THE HOUSING AUTHORITY OF  
SEDRO WOOLLEY***



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

Special Attention of:  
Regional and Field Office Directors of  
Public Housing; Section 8 Financial Management  
Centers; Public Housing Agencies; Regional  
Directors; State and Area Coordinators

Notice: PIH 2006-42  
Issued: December 27, 2006  
Expires: December 31, 2007

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**SUBJECT:** Violence Against Women and Justice Department Reauthorization Act 2005  
Form HUD-50066 Certification of Domestic Violence, Dating Violence, or  
Stalking

1. **PURPOSE:** This notice transmits form HUD - 50066, Certification of Domestic Violence, Dating Violence, or Stalking for use in the Public Housing Program, Housing Choice Voucher Program (including project-based vouchers), Section 8 Project-Based Certificate Program, and Section 8 Moderate Rehabilitation Program (excluding Mod Rehab SRO), as required by the provisions of Sections 606 and 607 of the Violence Against Women and Justice Department Reauthorization Act of 2005 (VAWA), Public Law 109-162. VAWA provides that Public Housing Agencies (PHAs) and Section 8 owners or managers may request a tenant to certify that the individual is a victim of domestic violence, dating violence or stalking and that the incidence(s) of threatened or actual abuse are bona fide in determining whether the protections afforded to such individuals under VAWA are applicable.
2. **APPLICABILITY:** This form HUD - 50066 is for use by PHAs administering the Public Housing, Housing Choice Voucher (including project-based vouchers), Section 8 Project-based Certificate, and Section 8 Moderate Rehabilitation Programs (excluding the McKinney Act Mod Rehab SROs), as well as owners and managers participating in the aforementioned programs. A certification form for use in Section 8 programs administered by the Office of Housing will be issued under separate guidance.
3. **BACKGROUND:** The Violence Against Women and Justice Department Reauthorization Act of 2005 protects tenants and family members of tenants who are victims of domestic violence, dating violence, or stalking from being evicted or terminated from housing assistance based on acts of such violence against them. These provisions apply both to public housing agencies administering public housing and Section 8 programs and to owners renting to families under Section 8 rental assistance programs.

In general, the law provides in part that criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse. The law also provides that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as serious or repeated violations of the lease by the victim or threatened victim of that violence and will not be "good cause" for termination of the assistance, tenancy, or occupancy rights of a victim of such violence.

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

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

An owner or PHA is not required to demand that an individual produce official documentation or physical proof of an individual's status as a victim of domestic violence, dating violence, sexual assault, or stalking in order to receive the protections of VAWA. Note that, a PHA, owner or manager, at their discretion, may provide assistance to an individual based solely upon the individual's statement or other corroborating evidence.

The PHA, owner or manager should be mindful that the delivery of the certification form to the tenant in response to an incident via mail may place the victim at risk, e.g., the abuser may monitor the mail. Therefore, PHAs, owners and managers may require that the tenant come into the office to pick up the

certification form and are encouraged to work with tenants to make delivery arrangements that do not place the tenant at risk.

If the individual does not provide the form HUD - 50066 or the information that may be provided in lieu of the certification by the 14th business day or any extension of that date provided by the PHA, owner or manager, none of the protections afforded to the victim of domestic violence, dating violence or stalking by sections 606 or 607 will apply. The PHA, owner or manager would therefore be free to evict, or to terminate assistance, in the circumstances authorized by otherwise applicable law and lease provisions, without regard to the amendments made by Sections 606 and 607.

**5. DEFINITIONS: The following definitions were incorporated into the United States Housing Act and apply to this notice.**

**Domestic Violence:** Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim share a child in common, by a person who is cohabitated with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence:** Violence committed by a person:

- (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved in the relationship.

**Stalking:** to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or to place under surveillance with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (i) that person; (ii) a member of the immediate family of that person; or (iii) the spouse or intimate partner of that person.

**Immediate Family Member:** a spouse, parent, brother or sister, or child of the person, or an individual to whom that person stands in loco parentis (in place of a parent); or any other person living in the household of that person and related to that person by blood or marriage.

- 6. NOTICE AND CONFIDENTIALITY:** VAWA requires that PHAs, must notify tenants of their rights under VAWA, which includes the existence of the attached HUD form and the right to confidentiality and limits thereof. In doing so, PHAs may make the certification form available to all eligible families at the time of admission. Also, in the event of a termination or start of an eviction proceeding, PHAs may enclose the form with the appropriate notice and direct the family to complete, sign and return the form (if applicable) by a specified date. PHAs could also include language discussing the VAWA protections in the termination/eviction notice and request that a tenant come into the office to pick up the form if the tenant believes the VAWA protections apply.

All information provided to a PHA, manager or an owner relating to the incident(s) of domestic violence, including the fact that an individual is a victim of domestic violence, dating violence, or stalking, must be retained in confidence by the PHA or owner, and must neither be entered into any shared database nor provided to a related entity, except to the extent that the disclosure is (i) requested or consented by the individual in writing; (ii) required for use in an eviction proceeding or termination of assistance; or, (iii) otherwise required by applicable law. The HUD-approved certification form provides notice to the tenant of the confidentiality of the form and the limits thereof.

PHAs must also notify owners and managers of their rights and obligation under VAWA. PHAs, owners and managers are encouraged to access VAWA via the Internet at the following Website addresses:  
<http://www.gpoaccess.gov/plaws/index.html> or  
<http://thomas.loc.gov/bss/d1099/d109laws.html> and search for Public Law 109-162 to access the text of the final law. The VAWA technical corrections bill (Public Law 109-271), was signed into law on August 12, 2006, and may be reviewed via an Internet link on Thomas (the Library of Congress Website, located at <http://thomas.loc.gov/>).

**7. PAPERWORK REDUCTION**

The information collection requirements contained in this notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3520) and assigned OMB control number 2577-0249. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

\_\_\_\_\_  
/s/  
Orlando J. Cabrera, Assistant Secretary  
for Public and Indian Housing

## **Answers to Questions about Sedro Woolley's Domestic Violence Policy in Public Housing**

- Transfer policy for situations of domestic violence
  - Residents are eligible for emergency transfer, provided
    - There is a court order in effect that restrains the abuser from contact with the resident or endangered family member; **and**
    - If the abuser is a member of the household, the resident remains eligible for continued housing assistance after the abuser is removed from the lease; **and**
    - The resident enters into a written Material Agreement with the Housing Authority to actively participate in efforts to restrain the abuser from access to the resident, other household members, and the new residence.
- Staff referrals to community agencies who deal with domestic violence
  - The contact is handled through calls to DAWN (Domestic Abuse Women's Network) on an "as identified" basis. A significant number of referrals are made through the local law enforcement agencies that respond to these incidents. Sedro Woolley Housing Authority staff receive training about calling the local Crisis Clinic if domestic violence is suspected.
- Removal of the abuser from the dwelling lease
  - The Housing Authority will evict the abuser. In actuality, the victim often requests a transfer, which is approved, and then the Housing Authority determines if the abuser is evicted or allowed to stay in the unit. The Housing Authority does not punish the victim but works to provide a safe housing environment for the individual.