

PHA Plans

Streamlined Annual Version

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

OMB No. 2577-0226
(exp. 05/31/2006)

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

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

Streamlined Annual PHA Plan

for Fiscal Year: 2009

PHA Name: Appleton Housing Authority

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

Streamlined Annual PHA Plan Agency Identification

PHA Name: Appleton Housing Authority
PHA Number: WI065

PHA Fiscal Year Beginning: 01/2009

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
Number of public housing units: 211 Number of S8 Number of public housing units:
Number of S8 units: 547

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: Debra Dillenberg Phone: 920-739-6811 x 104
TDD: 920-731-2406 Email: debrad@appletonhousing.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
903.7(k)(1)(i) Statement of Homeownership Programs
- 4. Project-Based Voucher Programs
- 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- 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

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

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

Form HUD-50070, Certification for a Drug-Free Workplace;

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

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

VAWA Statement From Section 8 Admin Plan & Public Housing ACOP

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

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

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

A. Site-Based Waiting Lists-Previous Year

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

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics
Oneida Heights	01/2004	48% Elderly	N/a	N/a
		52% Disabled		
Washington Place	01/2004	62% Elderly	N/a	N/a
		38% Disabled		

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? 3
4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

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

1. How many site-based waiting lists will the PHA operate in the coming year? 2
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? 3 Including Oneida Heights, Washington Place and the Section 8 Housing Choice Voucher Program.
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

The Appleton Housing Authority offers applicants the opportunity to complete an application for low rent housing at two development sites and the main administrative office. The development sites are defined as Oneida Heights Low Rent Housing and Washington Place, a Section 8 Project Based Facility. For the Section 8 Housing Choice Voucher Program, applicants may sign up at the main offices of the Housing Authority, both development sites or at various other non-profits in the community that serve lower income families/individuals. The Appleton Housing Authority offers access to applications for all programs through the Appleton Housing Authority Website.

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)

HOPE VI does not pertain to the Appleton Housing Authority at this time.

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:

If HOPE VI funds become available, the Appleton Housing Authority may submit an application for the option of utilizing HOPE VI for the replacement of the Oneida Heights Annex. The OH Annex is a 6-unit complex that is partially handi-cap assessable but located within the parking lot of Oneida Heights.

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:

The Appleton Housing Authority plans to engage in mixed-finance development activities under public housing but has not yet identified such projects. The Appleton Housing Authority will submit an application for a LIHTC for Washington Place or a replacement site for Washington Place and possibly the Onieda Heights Annex. The unit size may be reduced under the Multi-Family Program and therefore the remaining units may be applied at a different location mixed with PH units, and possibly market rate units. Some units may be converted to tenant-based vouchers.

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:

The Appleton Housing Authority will continue to research public housing disposition/disposal/conversion activities in 2009 and will make an application to HUD for the disposition/disposal or conversion of 5-12 public housing units. The conversion of these properties may be replaced with a Housing Choice Voucher or funds will be used for the acquisition of newer replacement housing. The Appleton Housing Authority will enter into a partnership with the Appleton Area School District for the purchase of a newly constructed ranch style universal design home that will become a public housing unit. The Appleton Housing Authority is interested in acquiring additional properties under the public housing regulations or free standing mixed finance rate with attached affordable housing units. The Authority is considering entering into a partnership with the local Technical College to build a replacement public housing unit. The AHA will work with the local HUD Field Office on these activities. The Authority may engage in replacement units under the PH Program and the Multi-Family Program. The Authority will apply for a LIHTC application for Washington Place. The Authority intends to use the Community Express loan/line of credit program through Fannie Mae for the purpose of housing acquisition, housing development, or pre-construction activities. The Appleton Housing Authority will seek funds through the HUD Neighborhood Stabilization Program when funding becomes available.

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? The Appleton Housing Authority has determined the maximum number at 3 for disabled households.

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)?

The Appleton Housing Authority will market the homeownership program to all disabled families or disabled head of households.

The Appleton Housing Authority will market the program to FSS families.

The Appleton Housing Authority will market the program to local lenders & underwriters for participation.

The Appleton Housing Authority will allow these participants down-payment & rehabilitation assistance in the purchase of a home.

The Appleton Housing Authority will provide pre and post purchase homeownership counseling.

The Appleton Housing Authority will research applying with HUD to become a Certified Counseling Agency.

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):

The Appleton Housing Authority has successfully implemented a First Time Home Buyer Program since 1993. This program is geared towards low income families. The program uses HOME dollars from the State of Wisconsin, CDBG Funds from the City of Appleton, and Federal Home Loan Grant dollars. These funds provide down-payment and rehabilitation assistance to the families.

In addition, the Appleton Housing Authority is the State Contact Administrator for the Pitney Bowes Workforce Homebuyer Program. This pilot project provides down payment and rehabilitation funds to first time home buyers that are employees of Pitney Bowes.

The Housing Authority offers extensive homeownership counseling and educational classroom training, coupled with financial assistance. The Housing Authority has created a Lender Consortium of local participating lenders who have agreed to minimize closing costs, waive PMI charges, and consider liberal debt and loan-to-value ratios. More than 370 applicants have become successful home owners through the Housing Authority's program.

While some of the clients have come from the Section 8 Housing Choice Voucher Program and the Public Housing Family units, we have used no Section 8 funds to date in assisting these

families with homeownership. In some cases, the family utilized their FSS Program Escrow towards downpayment.

The Appleton Housing Authority has entered into an agreement with the Outagamie County Housing Authority and the Kaukauna Housing Authority to operate our home ownership program within their PHA jurisdiction expanding housing options for our families.

The Appleton Housing Authority's First Time Home Buyer's Program was the recipient of a merit award from the National Association of Housing & Redevelopment Officials (NAHRO).

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:) Opportunity for families to receive case management services in order for them to sustain affordable housing and move into economic sufficiency.

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts): The Appleton Housing Authority through a special collaboration with the Outagamie County Housing Authority, project based 8 Housing Choice Vouchers at a market rate 48 unit complex located outside of the City of Appleton limits, but within Outagamie County. These tenants receive case management support services. By project basing, families were able to move into units adjacent to the Fox Valley Technical College and out of lower-income defined poverty areas.
3. The Appleton Housing Authority will project base 6 vouchers at the Wire Works facility, a newly renovated historic mixed finance tax credit property that will offer comprehensive case management to the residents living in the units. Wire Works is owned by the Housing Partnership of the Fox Cities.

The Appleton Housing Authority in compliance with the appropriate HUD Regulations, utilized an RFP in assigning the project based vouchers.

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: City of Appleton

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction:

- 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)

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

The local governmental body of the City of Appleton (mayor) has approved the disposition/disposal or conversion of the Authority’s public housing units as identified.

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	housing that require the PHA's involvement.	
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	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
	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan & Public Housing ACOP Including Violence Against Women Act	Annual Plan: Eligibility, Selection, and Admissions Policies
	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
	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
	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 checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	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
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
X	Other supporting documents (optional) (list individually; use as many lines as necessary) The Blueprint to Affordable Housing and Update-A comprehensive analysis of the affordable housing needs of Appleton & surrounding communities.	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

Violence Against Women Act

The Appleton Housing Authority intends to fully comply with the Violence Against Women Act (VAWA). To that extent, the Appleton Housing Authority has incorporated the provisions of the VAWA into its Public Housing ACOP and Section 8 Housing Choice Voucher Program Administrative Plan. These provisions were approved by the Appleton Housing Authority Board of Commissioners by Resolution and a hard Copy provided to the Milwaukee HUD Field Office. These provisions are attached to this plan. The AHA works very closely with local area Domestic Abuse Shelters to enhance the safety of residents/participants we serve.

PHA Name:
HA Code:

Streamlined Annual Plan for Fiscal Year 20__

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

PHA Name: Appleton Housing Authority	Grant Type and Number Capital Fund Program Grant No: WI39PO65 Replacement Housing Factor Grant No:	Federal FY of Grant: 2009
------------------------------------------------	-----------------------------------------------------------------------------------------------------------------	-------------------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	\$34,000			
5	1411 Audit	\$1,000			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$10,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$42,000			
10	1460 Dwelling Structures	\$125,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$62,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	\$50,000			
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$324,000			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	\$60,000			

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

PHA Name: Appleton Housing Authority		Grant Type and Number Capital Fund Program Grant No: WI39PO6500108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2009			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
1410-1	PHA Administration/Salaries			\$34,000				
1430-1	A & E Services Consultant Services			\$10,000				
1450-1	Replacement of Mailboxes			\$30,000				
1411-1	Fair Share Audit			\$1,000				
1475-1	Resident Wellness Clinic			\$10,000				
1450-2	Parking Lot Repair Main and OH			\$12,000				
1460-1	New Appliances-OH			\$60,000				
1460-2	Replacement Flooring OH			\$25,000				
1475-2	PH Work Vehicle			\$24,000				
1475-3	PR Consultant, Office Equipment, Annual Community Report			\$28,000				

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

PHA Name: Appleton Housing Authority		Grant Type and Number Capital Fund Program Grant No: WI39PO6500108 Replacement Housing Factor Grant No:				Federal FY of Grant: 2009		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
1460-2	Misc. Roof, Siding, Cement, HVAC & other Repair Work at Scattered Sites			\$40,000				
1499-1	Development Activities			\$50,000				

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

PHA Name: Appleton Housing Authority		Grant Type and Number Capital Fund Program No: WI39PO65 Replacement Housing Factor No:					Federal FY of Grant: 2009
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	
PHA Wide 1410	06/30/10			12/30/10			
2008-1430-01	12/30/11			03/30/12			
2008-1450-01	12/30/11			03/30/12			
2008-1450-02	12/30/11			03/30/12			
2008-1460-01	12/30/11			03/30/12			
2008-1460-02	12/30/11			03/30/12			
2008-1499 01	12/30/11			12/30/12			
2008-1475-01	12/30/11			03/30/12			
2008-1475-02	12/30/11			03/30/12			
PHA Wide 1411	12/30/11			12/30/12			

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Appleton Housing Authority				<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 1	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
		FFY Grant: 2004 PHA FY: 2004	FFY Grant: 2005 PHA FY: 2005	FFY Grant: 2006 PHA FY: 2006	FFY Grant: 2007 PHA FY: 2007
1406-HA Wide	Annual Statement	\$-0-	\$-0-	\$-0-	\$-0-
1408 HA Wide		\$28,220	\$12,000	\$	0
1410 HA Wide		\$30,000	\$30,000	0	\$
1411 HA Wide		\$1,000	\$1,000	0	\$1,000
1430		\$20,000	\$6,410	\$	\$
1450		\$2,337	\$60,432	0	\$
1460		\$189,633	\$37,126	\$	\$
1475		\$18,030	\$26,120	0	0
1490			\$100,000	\$100,000	\$100,000
CFP Funds Listed for 5-year planning		\$ 289,220	\$ 281,496	\$	\$
Replacement Housing Factor Funds		-0-	\$100,000	\$100,000	\$100,000

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year : <u>2006</u> FFY Grant: 2006 PHA FY: 2006			Activities for Year: <u>2007</u> FFY Grant: 2007 PHA FY: 2007		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>1410</i>	<i>Administration</i>	\$30,000	<i>1410</i>	<i>Administration</i>	\$32,000
<i>1411</i>	<i>Audit</i>	\$1,000	<i>1411</i>	<i>Audit</i>	\$1,000
<i>1450</i>	<i>Upgrade OH Entry Doors</i>	\$12,000	<i>1430</i>	<i>Fee's & Costs</i>	\$20,000
<i>1450-2</i>	<i>Update Security</i>	\$1,300	<i>1450</i>	<i>3 Stall garage</i>	\$85,000
<i>1460</i>	<i>Update Fire Alarm</i>	\$14,000	<i>1460</i>	<i>153 Medicine Cabinets</i>	\$30,000
<i>1460-2</i>	<i>Remodel Mailboxes</i>	\$38,000	<i>1450-2</i>	<i>Security Camera Upgrade</i>	\$5,000
<i>1460-3</i>	<i>Scattered Site Misc Work</i>	\$33,514	<i>1475</i>	<i>Market Study</i>	\$20,000
<i>1475</i>	<i>PR Consultant, Brochures, Sign, Housing Report</i>	\$22,000	<i>1475</i>	<i>Manage Improve</i>	\$12,000
<i>1490</i>	<i>Future PH Project with School District</i>	\$100,000	<i>1490</i>	<i>Future PH Development</i>	\$100,000
			<i>1460</i>	<i>Update Fire Alarm Panel</i>	\$10,000

8. Capital Fund Program Five-Year Action Plan

	Total CFP Cost	\$253,814			
Total CFP Estimated Cost					\$315,000

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

PHA Name: Appleton Housing Authority	Grant Type and Number Capital Fund Program Grant No: WI39P06550108 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 001
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	\$32,000	\$32,000		
5	1411 Audit	\$1,000	\$1,000		
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$10,000	\$8,000		
8	1440 Site Acquisition				
9	1450 Site Improvement	\$109,500	\$38,500		
10	1460 Dwelling Structures	\$100,500	\$102,000		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$34,000	\$43,140	882	882
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities		\$55,000		
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$287,000	\$279,640		
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	\$25,000	\$25,000		

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

PHA Name: Appleton Housing Authority		Grant Type and Number Capital Fund Program Grant No: WI39PO6550108 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
1410-01	PHA Administration/Salaries			\$32,000	\$32,000			
1411-01	Fair Share Audit			\$1,000	\$1,000			
1430-01	A & E Services Consultant Services			\$10,000	\$8,000			
1450-1	3 Stall Secured Garage			\$85,000	0			
1450-2	Fence-Main Admin Office			\$8,000	\$8,000			
1450-3	Parking Lot Repair Main and OH			\$12,000	\$26,000			
1450-4	Signage-OH			\$4,500	\$4,500			
1460-1	New Appliances-OH, OH Annex & Scattered Site			\$30,000	\$30,000			
1460-2	Update Game Room OH			\$5,500	\$7,000			
1460-03	Misc. Roof, Siding, HVAC, Cement, Flooring & other Repair Work at Scattered Sites/OH			\$40,000	\$40,000			

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

PHA Name: Appleton Housing Authority	Grant Type and Number Capital Fund Program Grant No: WI39PO6550107 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: 001
 Performance and Evaluation Report for Period Ending: 10/7/2008
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	\$32,000	\$32,000	\$32,000	32,000
5	1411 Audit	\$1,000	\$1,000	1,000	1,000
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$20,000	\$12,000		
8	1440 Site Acquisition				
9	1450 Site Improvement	\$90,000	\$44,000	2,025	2,025
10	1460 Dwelling Structures	\$40,000	\$63,000		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$32,000	\$62,947	54,616	54,616
14	1485 Demolition				
15	1490 Replacement Reserve	\$100,000			
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities		\$50,000		
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$315,000	\$264,947	89,641	89,641
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs		\$45,000		
25	Amount of Line 21 Related to Security – Hard Costs	0	\$20,000		
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Appleton Housing Authority		Grant Type and Number Capital Fund Program Grant No: WI39PO6550107 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.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
1410	PHA Administration/Salaries			\$32,000	\$32,000	32,000	32,000	Complete
1411	Fair Share Audit			\$1,000	\$1,000	1,000	1,000	Complete
1430	A & E Services Consultant Services			\$20,000	\$12,000			
1450-1	3 Stall Secured Garage			\$85,000	0			
1450-2	Landscape OH			0	\$24,000	2,025	2,025	
1450-3	Security Camera Enhancement at OH			\$5,000	\$5,000			
1450-4	Fence Replacement OH			0	\$15,000			
1460-1	153 Medicine Cabinets/Lights OH			\$30,000	\$40,000			
1460-2	Misc. Roof, Siding & other Repair work at Scattered Sites			\$10,000	\$23,000			
1475-1	Comprehensive Market Housing Study, Update PC			\$20,000	\$9,481	1,150	1,150	

Prohibition Against Terminations Under VAWA (Violence Against Women Act)

The Violence Against Women Reauthorization Act of 2005 limits the owner's and the PHA's right to terminate tenancy or program assistance under certain circumstances.

The AHA or any owner may not construe actual or threatened domestic violence, dating violence or stalking as:

- a. A serious or repeated violation of the lease by the victim
- b. Other good cause for terminating the tenancy or occupancy rights of the victim
- c. Criminal activity justifying the termination of the tenancy, occupancy rights, or program assistance of the victim

Victim Documentation

When the actions of a tenant, household member, guest or other person under the tenant's control call for the termination of tenancy or assistance, and the tenant claims that he/she is the victim of such actions that are related to domestic violence, dating violence, or stalking, the AHA or owner must ensure the family is provided the protections afforded under VAWA.

The AHA may request that the individual certify that he/she is a victim and that the incident/incidents in question are bona fide incidents of such actual or threatened abuse.

The certifications must include the name of the perpetrator and be provided within 14 business days after the individual receives a request from the AHA.

- a. The AHA has the discretions to extend the 14 day deadline when deemed necessary.
- b. If the individual does not submit the certification within the required time frame, the AHA may proceed with terminating assistance by eviction.

Accepted types of certification by an individual would be documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional from which the victim sought assistance in addressing the actual or threatened abuse.

The AHA may provide assistance to an individual based solely on the individual's statement or other corroborating evidence.

Evicting or Termination Assistance of a Perpetrator

Notwithstanding any Federal, State, or local law to the contrary, a public housing agency may terminate assistance to, or remove a household member from a lease, without regard

to whether a household member is a signatory to a lease, in order to remove, or terminate assistance to any individual who is a tenant and who engages in criminal acts of physical violence against family member, without evicting, removing, or terminating assistance to the victim.

The AHA will remove the perpetrator from the family's household and continue assisting the family when the family has provided a bona fide certification that they have been a victim of violence in accordance with the certification policy.

The AHA retains the authority to terminate housing of a victim so long as the lease violation is premised on something other than an act of domestic violence.