

8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>Please see attachments a and b.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>Because of the weakening economy increasing numbers of families across Wisconsin are relying on one-income or on general assistance and many are asking for help. It is important to manage HAP funding wisely in an effort to help as many families as possible. WHEDA has been working with landlords and owners to make sure participants are paying the lowest possible rents. Utility Allowances for CY2009 were calculated using HUD's utility model, which is broken out by age of the building, to assign more accurate allowances. WHEDA works with local agencies when setting Payment Standards to be sure they realistically reflect the different housing markets. WHEDA has been using EIV for quite some time to determine whether or not applicants and participants are truly eligible for assistance. WHEDA and its agents are developing relationships with other governmental agencies and working together to prevent fraudulent behavior.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>WHEDA has made strides on Expanding the Supply of Assisted Housing by committing to working with developers on Project-Based Vouchers when asked and administering replacement vouchers for Section 8 Contract Opt Outs. WHEDA has applied for 50 Family Unification Program vouchers; awards should be announced in June or July 2009. If successful, WHEDA will administer FUP in partnership with Green, Manitowoc and Waushara counties. WHEDA's FSS Program is growing and agents continue to promote self-sufficiency at admission and recertification. WHEDA has raised the HCV program minimum rent from \$25 to \$50; the change has not appeared to cause hardships and there has not been an increase in minimum rent exemptions since the change. This revision has freed up a small amount of funds that are being put to use in helping more families. WHEDA's policy is to administer families coming into the jurisdiction with portable vouchers. As funding allows port-ins will be absorbed but administering ports allows WHEDA to lease to full capacity while serving additional families.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>(c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. Note: Standard and Troubled PHAs complete annually.</p> <p>See attachment e.</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) See attachment.</p> <p>(b) Form HUD 50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD 50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF LLL A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. See attachment.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD 50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD 50075.2, <i>Capital Fund Program Five Year Action Plan</i> (PHAs receiving CFP grants only)</p>

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

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

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

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

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

that the public housing agency plans to voluntarily convert; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

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

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

9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

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

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

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

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

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

Housing Needs of Families on Waiting List by WHEDA Agent

Agent	Total Waiting List	Extremely Low Income	Very Low Income	Low Income	Families with Children	Elderly Families	Families with Disabilities	Ethnicity White	Race/Ethnicity American Indian	Race/Ethnicity Black	Race/Ethnicity Hispanic	Race/Ethnicity Asian
Horizon	1400	1026	374	0	891	139	313	864	4	467	57	16
NEWCAP	389	276	113	0	237	15	89	358	18	6	5	0
Wausau	375	312	63	0	231	40	118	275	6	28	8	58
WestCAP	23	17	5	1	9	5	12	19	2	2	0	0
NC CAP	95	95	0	0	65	3	19	85	4	3	3	0
SCW CAC	168	126	35	7	118	6	44	138	0	21	7	0
Walworth	773	453	197	31	455	60	5	611	6	35	120	1
CW CAC	59	46	13	0	35	6	17	51	0	8	3	0
Washburn	20	13	6	1	13	2	8	18	1	0	1	0
TOTALS	3282	2351	800	39	2041	274	617	2401	40	570	203	75

CW CAC

County	Total Waiting List	Extremely Low Income	Very Low Income	Low Income	Families with Children	Elderly Families	Families with Disabilities	Ethnicity White	Race/Ethnicity American Indian	Race/Ethnicity Black	Race/Ethnicity Hispanic	Race/Ethnicity Asian
Adams	59	46	13	0	35	6	17	51	0	8	3	0
Columbia												
Rusk												
Taylor												
TOTALS	59	46	13	0	35	6	17	51	0	8	3	0

NEW CAP

County	Total Waiting List	Extremely Low Income	Very Low Income	Low Income	Families with Children	Elderly Families	Families with Disabilities	Ethnicity White	Race/Ethnicity American Indian	Race/Ethnicity Black	Race/Ethnicity Hispanic	Race/Ethnicity Asian
Iron	9	7	2	0	3	0	2	9	0	0	0	0
Oneida	97	68	29	0	61	4	26	91	5	1	0	0
Langlade	10	8	2	0	6	0	1	10	0	0	0	0
Forest	10	6	4	0	7	1	1	9	0	0	0	0
Vilas	26	16	10	0	15	1	8	24	2	0	0	0
Oconto	227	163	64	0	138	8	46	206	11	5	4	0
Price	7	6	1	0	6	0	3	7	0	0	0	0
Florence	12	9	3	0	4	1	4	11	0	0	1	0
TOTALS	389	276	113	0	237	15	89	358	18	6	5	0

Horizon

County	Total Waiting List	Extremely Low Income	Very Low Income	Low Income	Families with Children	Elderly Families	Families with Disabilities	Ethnicity White	Race/Ethnicity American Indian	Race/Ethnicity Black	Race/Ethnicity Hispanic	Race/Ethnicity Asian
Buffalo/Pepin	19	14	5	0	9	3	3	17	0	2	0	0
Calumet	9	7	2	0	6	0	2	7	0	2	0	0
Clark	8	5	3	0	7	0	0	7	0	1	0	0
Green	20	10	10	0	14	2	4	16	0	4	0	0
Green Lake	26	13	13	0	18	5	10	20	0	3	3	0
Jackson	19	14	5	0	9	3	3	17	0	2	0	0
Kenosha	393	317	76	0	291	8	61	115	0	252	25	6
Kewaunee	29	20	9	0	21	2	5	23	1	4	1	0
Manitowoc	127	95	32	0	88	5	42	99	2	16	5	7
Marquette	42	33	9	0	25	5	10	37	0	5	0	0
Ozaukee	199	137	62	0	99	51	38	157	0	33	7	2
Rock	166	125	41	0	118	8	37	71	0	85	10	0
Sheboygan	23	16	7	0	10	7	1	21	1	1	0	0
Vernon	23	13	10	0	2	6	0	20	0	3	0	0
Washington	196	142	54	0	107	22	67	144	0	46	5	1
Waupaca	58	36	22	0	39	8	17	54	0	4	0	0
Waushara	43	29	14	0	28	4	13	39	0	4	1	0
TOTALS	1400	1026	374	0	891	139	313	864	4	467	57	16

Housing Needs of Families in the Jurisdiction by Family Type

Below is a statement of the housing needs in the jurisdiction. The Overall Needs column provides an estimated number of renters families that have housing needs. The remaining characteristics are rated 1 - 5, with 1 having no impact on the housing needs of the family type and 5 having severe impact.

Family Type	Overall	Affordability	Supply	Quality	Accessibiliy	Size	Location
Income <=30% AMI	2913	4	3	3	2	3	2
Income >30% but <=50% AMI	1554	3	3	3	2	2	2
Income >50% but <80% AMI	1540	4	3	4	3	3	3
Elderly	1068	3	3	3	3	2	3
Families with Disabilities	593	3	3	3	3	2	3
Race/Ethnicity Black	234	3	3	3	2	2	2
Race/Ethnicity American Indian	24	4	3	3	2	3	3
Race/Ethnicity Hispanic	158	3	3	3	2	2	2
Race/Ethnicity Asian	85	4	3	3	2	2	2
Race/Ethnicity White	990	3	3	3	2	3	2

Violence Against Women Act Statement

It is Wisconsin Housing and Economic Development Authority's (WHEDA) policy to act in accordance with the Violence against Women Act (VAWA) and to work with those to whom the act applies. Each family will receive a VAWA certification form, an Information Sheet and an explanation of the program at the time of voucher issuance. The certification gives the applicant or participant the opportunity to inform WHEDA's agent of his/her status as a victim of actual or threatened domestic violence and give WHEDA's agent to make proper decisions based on the information. All such disclosures will be dealt with in utmost privacy with the safety of the applicant or participant the primary issue.

Members of the Authority

Perry Armstrong, Chairman
CEO, Preferred Title
Madison

Dan Lee, Vice Chairman
Realtor, First Weber Group Realtors
Portage

Geoff Hurtado, Secretary
President, Irgens Development Partners
Milwaukee

Cheryll A. Olson-Collins
Wisconsin Department of Financial Institutions
Division of Corporate and Consumer Services
Administrator
Madison

Linda Stewart
North Milwaukee State Bank
President
Milwaukee

Paul Senty
Park Bank
Madison

Glenn Grothman
Wisconsin State Senator
West Bend

Lena Taylor
Wisconsin State Senator
Milwaukee

Annette Polly Williams
Wisconsin State Representative
Milwaukee

Steve Wieckert
Wisconsin State Representative
Appleton

Michael Morgan
Secretary, Wisconsin Department of Administration
Madison

Richard Leinenkugel
Secretary, Wisconsin Department of Commerce
Madison

November 18, 2008

John Finger
HUD Milwaukee
310 West Wisconsin
Milwaukee WI 53203-2289

RE: Corrective Action on SEMAP Indicator #6

Dear Mr. Finger:

I am writing in response to WHEDA's FY2008 SEMAP rating. WHEDA scored a '0' on Indicator 6, HQS Enforcement.

To ensure this does not happen in the future a number of corrective actions have been taken. Firstly, WHEDA is monitoring all HQS inspection failures, except initials, on a monthly basis. Our agents are required to submit a log of the failures along with the monthly request for payment. Any unusual or questionable dates are followed up on and submissions are documented.

Secondly, WHEDA is working one-on-one with our agents and each agent has been assigned a HCV Team Member to contact for questions. In addition to working with the field staff the HCV Team is also working with the office staff to make certain owners and participants are notified promptly and given the correct amount of time to fix deficiencies.

Please contact me if you need additional information. I can be reached at (608) 267-9598 or by email at anne.christensen@wheda.com

Sincerely,

Anne Christensen
Manager
Multifamily Housing Group

ADDENDUM TO:

WISCONSIN HOUSING AND ECONOMIC DEVELOPMENT AUTHORITY'S (WHEDA) CERTIFICATION OF COMPLIANCE WITH THE PHA PLANS AND RELATED REGULATIONS

- **4. WHEDA is the Contract Administrator of the Section 8 Housing Choice Voucher Program in 37 counties throughout the State of Wisconsin. WHEDA has contracted with eight outside agencies to administer the program for us (WHEDA's Voucher Agents). These eight agencies consist of five Community Action Agencies, two Housing Authorities and one For-Profit Management Company. Due to WHEDA's widespread program and the multiple agencies WHEDA is using to administer the Vouchers we do not find it to be feasible to have or establish a Resident Advisory Board. WHEDA is a quasi-state agency whose Board of Directors is appointed by the governor. Members are selected for their knowledge of housing and economics. Due to the many responsibilities of the Board it is not feasible to have a resident as a sitting member.

- ***8. WHEDA's Voucher Agents regularly submit required data to HUD's MTCS in an accurate, complete and timely manner.

Housing Choice Voucher Program Agent List

To apply for the Housing Choice Voucher Program in areas **under WHEDA's jurisdiction**, please contact directly the agent responsible for the county.

AGENT NAME & ADDRESS	COUNTY/COUNTIES SERVED	
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Horizon Management Group PO Box 2829 La Crosse, WI 54602-2829 224 N 6 th Street La Crosse, WI 54602-2829 608-782-8250 (out of state) 800-333-8250 (in Wisconsin) 608-784-2932 (fax)	Buffalo Calumet Clark Green Green Lake Jackson Kenosha Kewaunee Manitowoc	Marquette Ozaukee Pepin Rock Sheboygan Vernon Washington Waupaca Waushara
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e-mail: khanna@horizon-management.net

NEWCAP, Inc. 1201 Main St. Oconto, WI 54153 920-834-4621 or 800-242-7334 920-834-4887 (fax)	Florence Forest Langlade Oconto Oneida Vilas Iron Price
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Housing Choice Voucher Program Agent List
Page 2 of 2

Wausau CDA
550 E. Thomas St
Wausau, WI 54403-6442
715-845-4144
715-843-5167 (fax)

Marathon

Central WI CAC, Inc.
1000 Highway 13
PO Box 430
Wisconsin Dells, WI 53940
608-254-8353
608-254-4327 (fax)

Adams
Columbia
Rusk
Taylor

Walworth County Housing Authority
35 S Wisconsin St
Elkhorn, WI 53121
262-723-6123
262-723-2079 (fax)

Walworth

CAC So. Central WI
114 E Main St
Watertown, WI 53094
920-262-9667
920-2622-9559 (fax)

Jefferson

Housing Authority of the County of Washburn
1403 Scribner St #1
Spooner, WI 54801
(715) 635-2321
(877) 832-5504
(715) 635-2761 (fax)

Washburn

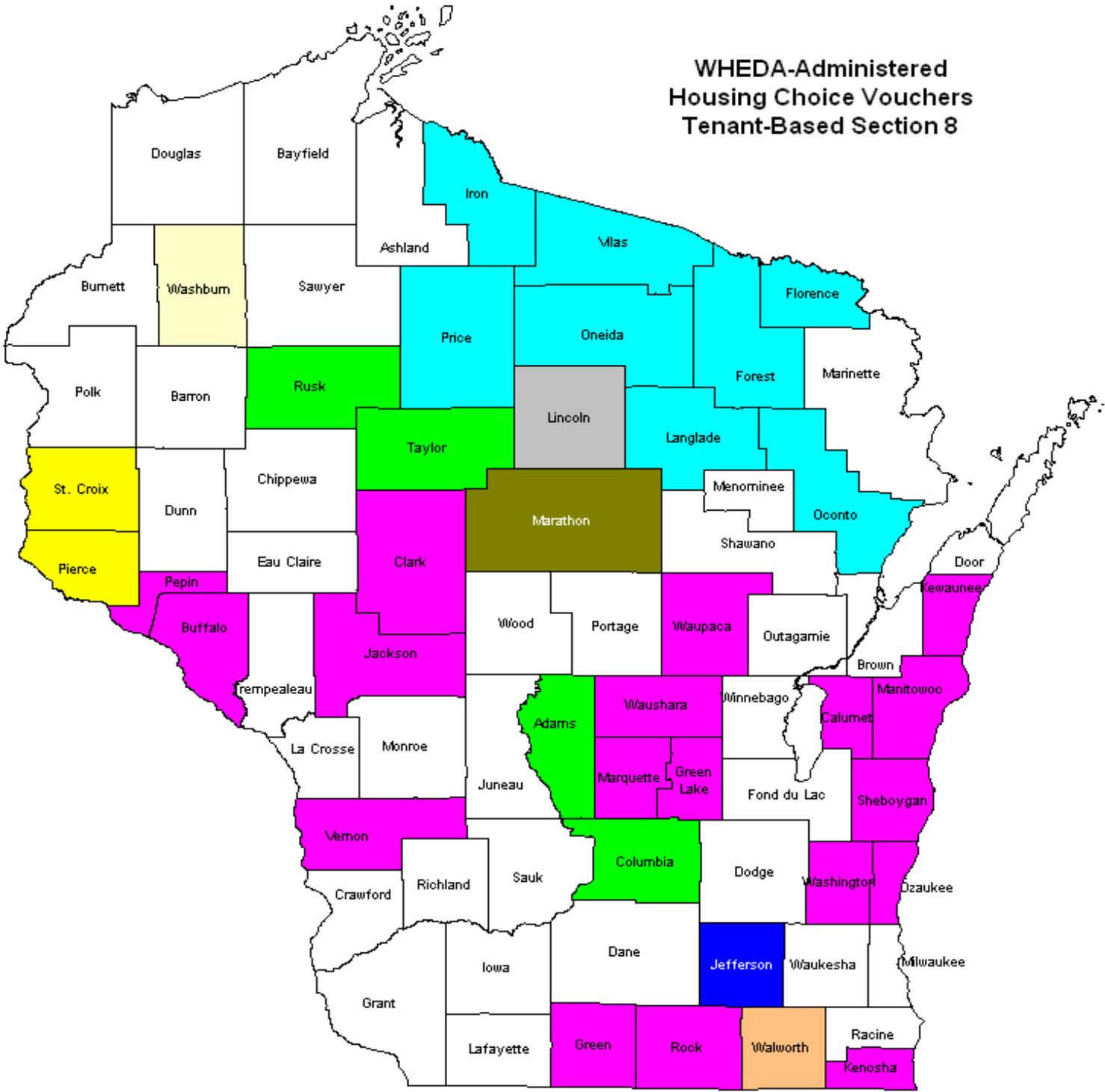
North Central CAP
608A E 2nd St
Merrill, WI 54452
715-536-9581 (phone/fax)

Lincoln

WEST CAP, Inc.
525 Second St
PO Box 308
Glenwood City, WI 54013
715-265-4271 or
800-606-9227
715-265-7031 (fax)

St. Croix
Pierce

WHEDA-Administered Housing Choice Vouchers Tenant-Based Section 8



Voucher Agents
April 2008

- West CAP (715-265-4271 x303)
- Wausau CDA (715-845-4144)
- Walworth County Housing Authority (262-723-6123)
- North Central CAP (715-536-9581)
- NEWCAP (920-834-4621)
- Horizon Management Group (608-784-2935)
- Community Action Coalition - SC Wisconsin (920-262-9667)
- Central Wisconsin CAA (608-254-8353)
- Housing Authority of the County of Washburn (715-635-2321)

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

I, James O'Keefe the _____ certify
that the Five Year and Annual PHA Plan of the Wisconsin Housing and Economic Devel is
consistent with the Consolidated Plan of State of Wisconsin prepared
pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official

James O'Keefe, Administrator
Division of Housing and Community Development
Department of Commerce

**State of Wisconsin
Department of Commerce
Division of Community Development**

Wisconsin Consolidated Plan

CERTIFICATION FORM

This form or a HUD authorized equivalent, should be completed by the public housing agency to obtain certification of consistency with the State of Wisconsin Consolidated Plan. The State Department of Commerce, Division of Community Development will process Certification requests as promptly as possible; however please submit a request as early in the process as you can.

SEND TO:

**Consolidated Plan Certification
Division of Community Development
Attn: Jeanne Storm
P.O. Box 7970
Madison, WI 53707-7970
PHONE: (608) 264-6110
FAX: (608) 266-5381
TDD: (608) 264-8777**

PART I

- 1) **Today's Date:** _____
- 2) **Due Date for Plan Submission to HUD:** April 17, 2009
- 3) **Public Housing Agency Type:** Section 8 Only, Standard Performer
(High Performer, Standard Performer,
Troubled Performer, Section 8 Only,
Small PHA)
- 4) **Agency Name and Address:** Wisconsin Housing and Economic
Development Authority
PO Box 1728
Madison WI 53701-1728
- 6) **Contact Person and Phone Number:** Stefanie Elder
(608) 267-0430

PART II

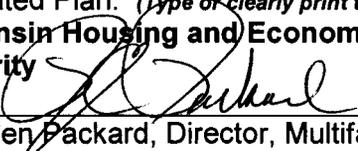
Certification of Consistency with State of Wisconsin Consolidated Plan

PHA Plan Type *(Select One)*

- Standard Annual PHA Plan
- Standard 5-Year/Annual PHA Plan
- Streamlined 5-Year/Annual PHA Plan
- Other: Streamlined Annual PHA Plan

PHA Statement

To the best of our knowledge, the proposed public housing agency plan is consistent with the jurisdiction's current, approved Consolidated Plan. *(Type or clearly print the following information)*

Public Housing Agency Name: **Wisconsin Housing and Economic Development Authority**


Rae Ellen Packard, Director, Multifamily Housing

Public Housing Agency Official's Name: _____

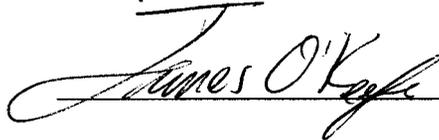
Public Housing Agency Official's Signature: _____

For Division of Community Development Use Only:

Name of Public Housing Agency Jurisdiction: **State of Wisconsin**

Certifying Name and Title of Jurisdiction's Consolidated Plan Official: **James O'Keefe, Administrator
Division of Community Development
Department of Commerce**

DCD Approval Date: **April 2, 2009**

DCD Approval Signature: 

05/04

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 2009, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
- * * 4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
- ** * 8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

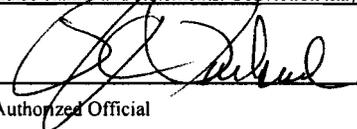
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

WISCONSIN HOUSING AND
 ECONOMIC DEVELOPMENT AUTHORITY
 PHA Name

W1901
 PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20__ - 20__
 Annual PHA Plan for Fiscal Years 2009 - 2010

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

 Name of Authorized Official	Title DIRECTOR, MULTIFAMILY HOUSING GROUP
Signature RAE ELLEN PACKARD	Date