

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0 PHA Information
 PHA Name: Monroe County Housing Authority PHA Code: FL-144
 PHA Type: Small High Performing Standard HCV (Section 8)
 PHA Fiscal Year Beginning: (MM/YYYY): 01/2010

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)
 Number of PH units: 50 Number of HCV units: 200

3.0 Submission Type
 5-Year and Annual Plan Annual Plan Only 5-Year Plan Only

4.0 PHA Consortia PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1:					
PHA 2:					
PHA 3:					

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 Mission. State the PHA’s Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA’s jurisdiction for the next five years:
 To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

5.2 Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.
Goal # 1: Expand the Supply of Assisted Housing

Objective #1: Apply for additional fair share rental vouchers, should they become available.

Goal #2: Improve the Quality of Assisted Housing

Objective #1: Improve PHAS score to High Performer

Objective #2: Improve SEMAP score to High Performer

Objective #3: Increase Customer Satisfaction through employee training & addressing resident needs as identified at the resident meeting. Maintain a 75% or higher scoring on all sections of the Client Satisfaction Survey.

Goal #3: Improve Community Quality of Life and Economic Vitality

Objective #1: Implement public housing security improvements by a continued partnership with the Monroe County Sheriff's Department to increase the amount of routes of patrols in and around all public housing developments; provide a stipend for a tenant liaison at Newport Village Public Housing Development

Goal # 4: Promote self-sufficiency and asset development of assisted households-

Objective #1: The Monroe County Authority provides all clients with a listing of services available to them in the community and refers clients to non-profits and community agencies for programs and services that will help them obtain social services, education, job training, and placement; posts wanted ads; and make a computer available to all tenants to check employment opportunities and receive benefits.

Goal #5: Ensure Equal Opportunity in Housing for all Americans

Objective #1: The Monroe County Housing Authority will ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.

Objective #2: The Monroe County Housing Authority will provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability.

Objective # 3: The Monroe County Housing Authority will ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

A report on the progress the Monroe County Housing Authority West has made in meeting the goals and objectives described in the previous 5-Year Plan can be found in 10.0 (a) Page 22.

PHA Plan Update

- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including De-Concentration 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.

6.0 The Monroe County Housing Authority closed the Housing Choice Voucher waiting list for 12 months starting March 11, 2009 due to the fact that the Section 8 Housing Choice Voucher Program of 200 vouchers is at maximum funding utilization; and the Waiting List currently has 182 applicants. The financial forecasts of the available program funding do not support the issuance of any additional vouchers within the next twelve months; and the existing applicant pool will more than adequately cover any voucher that could be funded if funds became available for this purpose within the next twelve months. The Housing Authority advertised the decision to close the Monroe County Housing Authority's Tenant Choice Housing voucher program consistent with our Administrative Plan, and all policies, procedures and requirements prescribed by HUD pertaining to such closure. The Housing Authority, will continue to review the available funding and the Section 8 Reserve funding on a monthly basis to insure that eligible clients receive vouchers timely when funding is available.

The Monroe County Housing Authority completely revised its Admissions and Continued Occupancy Policy- Chapter 3-Applying for Admission. The new language is as follows:

APPLYING FOR ADMISSION

INTRODUCTION

The policy of the MCHA is to ensure that all families who express an interest in housing assistance are given an equal opportunity to apply, and are treated in a fair and consistent manner. This Chapter describes the policies and procedures for completing an application for assistance, placement and denial of placement on the waiting list, and limitations on who may apply. The primary purpose of the application process is to gather information about the family, but the MCHA will also utilize this process to provide information to the family so that an accurate and timely decision of eligibility can be made. Applicants will be placed on the waiting list in accordance with this Policy.

A. HOW TO APPLY

Families who wish to apply for any of the MCHA's programs must complete a written application form when application-taking is open. Applications will be made available in an accessible format upon request from a person with a disability.

Applications will be accepted at central locations for all waiting lists. Applicants may choose to be

placed on all wait lists if eligible, or may choose a specific waiting list they wish to be placed on.

B. APPLICATION PROCEDURES

The data is entered into the computer and applications are ranked according to date and time received, and the aggregate sum of any preference points as detailed in our Section 8 Administrative Plan (Admin Plan) and Admissions & Continued Occupancy Policy (ACOP). Completed applications are received on designated days and times whereby Occupancy & Admissions (O & A) staff reviews the application for details and performs all background screening criteria i.e. as Criminal Background, past due amounts, sexual predator status, and previous landlord history if it is a former applicant applying for public housing.

The purpose of the application is to permit the MCHA to assess family eligibility or ineligibility and to determine placement on the waiting list.

The application will contain questions designed to obtain the following information:

- Names of head and spouse
- Names of adult members and age of all members
- Number of family members (used to estimate bedroom size needed)
- Street address and phone numbers
- Mailing address (If PO Box or other permanent address)
- Annual income
- Source(s) of income received by household members to determine preference qualification
- Information regarding request for reasonable accommodation or for accessible unit
- Social Security Numbers
- Race/ethnicity
- Arrests/Convictions for Drug Related or Violent Criminal Activity (Criminal Background Check)
- Previous address
- Names and address of current and 2 previous landlords
- Questions regarding previous participation in HUD programs

Applicants are requested to inform the MCHA's application office in writing of changes in family composition, income, and address, as well as any changes in their preference status. Applicants are also required to respond to requests from the MCHA to update information on their application, or to determine their continued interest in assistance.

Failure to provide information or to respond to mailings will result in the applicant being removed from the waiting list. (See Chapter on Complaints, Grievances and Appeals.)

At the end of each month, the O & A Specialist runs an updated Waiting List for each program. Then as the month progresses, the O & A Specialist documents changes to individuals on the Wait List in the computer system as follows:

- 1) Addition/deletion/modification of any preference points
- 2) Removal or withdrawal from the Waiting List, whether requested by the applicant, or if the applicant is deemed ineligible for the Waiting List due to Policy & Procedures and/or reinstatement of an application if applicable
- 3) Removal from Wait Lists upon receipt of returned mail

- 4) Identifying applicants who are issued letters for update appointments
- 5) Identifying applicants who are issued Final Notice of Appeals due to Non-Response to update appointments
- 6) Identify applicants who responded to the update process

Exceptional circumstances must always be detailed in the computer note screen which should be printed and attached to the applicant's file.

Following the update interview process, the O & A Specialist will print out a revised computerized final application form for the client to sign. The O & A Specialist is required to sign the final application to verify eligibility.

On a monthly basis, the O & A Specialist will run an Application Audit Report for the same time period as the Wait List for reconciliation purposes. The O & A Specialist will then review the details for accuracy and document any necessary changes.

C. NOTIFICATION OF APPLICANT STATUS

If after a review of the application the family is determined to be eligible, they will be provided written notification of eligibility during the intake process and placed on the wait list.

If the family is determined to be ineligible based on the information provided in the application, the MCHA will notify the family in writing, stating the reason(s), and inform them of their right to an informal hearing. Persons with disabilities may request to have an advocate attend the informal hearing as an accommodation. See Chapter on "Complaints, Grievances and Appeals."

D. COMPLETION OF A FULL APPLICATION

Application Interview

The MCHA utilizes the application interview to discuss the family's circumstances in detail, to clarify information that has been provided by the family, and to ensure that the information is complete. The interview is also used as a vehicle to meet the informational needs of the family by providing information about the application and verification process, as well as to advise the family of other MCHA services or programs which may be available.

All adult family members must attend the interview and sign the housing application. Exceptions may be made for adult students attending school out of state or for members for whom attendance would be a hardship.

Reasonable accommodation will be made for persons with a disability who requires an advocate or accessible offices. A designee will be allowed to provide some information, but only with permission of the person with a disability.

All adult members of the household must sign form HUD-9886, "Release of Information," the declarations and consents related to citizenship/immigration status and any other documents required by the MCHA. Applicants will be required to sign specific verification forms for information that is not covered by the HUD-9886.

Information provided by the applicant will be verified, including information related to family composition, income, allowances and deductions, assets, eligible immigration status, full time student status and other factors related to preferences, eligibility and rent calculation.

The following items will be verified to determine qualification for admission to the MCHA's housing:

Preference verification

Family composition and type (elderly/non elderly)

Annual Income

Assets and Asset Income

Deductions from Annual Income

Social Security Numbers of all family members

Information used in applicant screening

Citizenship or eligible immigration status

Criminal History Report

E. FINAL DETERMINATION AND NOTIFICATION OF ELIGIBILITY

After the verification process is completed, the MCHA will make a final determination of eligibility. This decision is based upon information provided by the family, the verification completed by the MCHA, and the tenant suitability determination (see Chapter on Eligibility for Admission).

Because HUD can make changes in rules or regulations and family circumstances may have changed during the process that affect an applicant's eligibility, it is necessary to make final eligibility determination at the time the unit is to be offered.

The household is not actually eligible for a unit offer until this final determination has been made, even though they may have been preliminarily determined eligible and may have been listed on the waiting list.

Applicants on the wait list who will be housed in the near future will be contacted by a Housing Authority Representative (see Chapter 4 - Tenant Selection and Assignment Plan) to schedule an interview and request the applicant to update pertinent documentation.

All preferences claimed on the application or while the family is on the waiting list will be verified whenever the family claims a preference.

The qualification for preference must exist at the time the preference is verified regardless of the length of time an applicant has been on the waiting list because the preference is based on current status.

The Monroe County Housing Authority made revisions to its Section 8 Administrative Plan- specifically Part III Applying for Admission – F. Waiting List Selection. The new language is as follows:

When funding is available, applicants will be selected from the waiting list according to preference category and date and time of application, regardless of family size.

When there is insufficient funding available for the family at the top of the list, MCHA will not admit any other applicant until funding is available for the first applicant.

MCHA will maintain information that permits proper selection from the waiting list. The waiting list contains the following information for each applicant listed:

- Applicant Name
- Family Unit Size (number of bedrooms family qualifies for under MCHA subsidy standards)
- Date and time of application
- Qualification for any local preference
- Racial or ethnic designation of the head of household

The application will be a permanent file. **Based on the MCHA's turnover and the availability of funding, groups of families will be selected from the waiting list to form a final eligibility "pool."** All applicants in the pool will be maintained in the order of preference. Applications equal in preference will be maintained by date and time of application. **Selection from the pool will be based on completion of verification.**

Applications are ranked according to date and time received, and the aggregate sum of any preference points as detailed in our Admin Plan and ACOP.

As applications are received at the front desk or at any site office, preliminary applications are date and time stamped before sending them on to the Application office. O & A staff files the preliminary application alphabetically into the data input bin. All applications are required to be entered within a 30 day time period unless otherwise approved by the Department Director. After the application is entered, O & A staff reviews the application for details and performs all background screening criteria i.e. as Criminal Background, past due amounts, sexual predator status, and previous landlord history if it is a former applicant applying for public housing.

At the end of each month, the O & A Specialist runs an updated Waiting List for each program. Then as the month progresses, the O & A Specialist documents the following changes to individual's on the Wait List as well as in the computer system. Exceptional circumstances must always be detailed in the computer note screen which should be printed and attached to the applicant's file:

- 7) Addition/deletion/modification of any preference points
- 8) Removal or withdrawal from the Waiting List, whether requested by the applicant, or if the applicant is deemed ineligible for the Waiting List due to Policy & Procedures and/or reinstatement of an application if applicable
- 9) Removal from Wait Lists upon receipt of returned mail
- 10) Identifying applicants who are issued letters for update appointments
- 11) Identifying applicants who are issued Final Notice of Appeals due to Non-Response to update appointments

12) Identify applicants who responded to the update process

On a monthly basis, the O & A Specialist will run an Application Audit Report for the same time period as the Wait List for reconciliation purposes. The O & A Specialist will then review the details for accuracy and document any necessary changes.

Following the update interview process, the O & A Specialist will print out a revised computerized final application form for the client to sign. The O & A Specialist is required to sign the final application to verify eligibility.

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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2009 Grants)		
a. Public Housing Operating Fund	69,309	
b. Public Housing Capital Fund	79,154	
c. HOPE IV Revitalization		
d. HOPE IV Demolition		
e. Annual Contributions for Section 8 Tenant-Based Assistance	1,626,800	
f. Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g. Resident Opportunity and Self- Sufficiency Grants		
h. Community Development Block Grant		
i. HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	193,392	PH Operations
4. Other Income (List Below)	-0-	PH Operations
Tenant Charges		
5. Non-Federal Sources (List Below)	-0-	PH Operations
TOTAL RESOURCES	1,968,655	

3. Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

The Monroe County Housing Authority made revisions to its Section 8 Administrative Plan- specifically Part VI Factors Related to Total Tenant Payment Determination – B. Income and Allowances [24 CFR 5.609]. The new language is as follows:

At the time of admission and annual reexamination MCHA will verify and correctly determine adjusted annual income for each assisted family and, where the family is responsible for utilities under the lease, MCHA will use the appropriate utility allowances for the unit leased in determining the gross rent pursuant to 24 CFR part 5, subpart F and 24 CFR 982.516

The Monroe County Housing Authority made revisions to its Section 8 Administrative Plan- specifically Part VII Verification Procedures – B. Methods of Verification and Time Limits {24 CFR 982.516}. The new language is as follows:

B. METHODS OF VERIFICATION AND TIME LIMITS [24 CFR 982.516]

MCHA will verify information through the following methods of verification.

- Up-front Income Verification (UIV) whenever available
- Third-party Written Verification
- Third-Party Oral Verification
- Review of Documents and Self-Certification

MCHA will obtain third party verifications of:

- Family annual income
- Value of assets totaling more than \$5,000.00
- Expenses related to allowable deductions from annual income
- Factors that affect the determination of adjusted income

MCHA will allow **two (2) weeks** for return of third-party verifications and **two (2) weeks** to obtain other types of verifications before going to the next method.

For applicants, verifications may not be more than **60** days old at the time of Voucher issuance. For participants, they are valid for **120** days from date of receipt.

Up-front Income Verification (UIV)

Up-front income verification (UIV) refers to the MCHA's use of the verification tools available from independent sources that maintain computerized information about earnings and benefits. MCHA intake and recertification staff shall maintain a copy of the EIV verification document with the internal control number (ICN) in the tenant's file to verify that staff performed EIV income verification. All other documentation pertaining to EIV verification must be removed from the file after verification and

stored or shredded per MCHA-EIV security policy.

There may be legitimate differences between the information provided by the family and UIV-generated information. No adverse action can be taken against a family until the MCHA has independently verified the UIV information and the family has been granted an opportunity to contest any adverse findings through the informal review/hearing process of the MCHA.

Third-Party Written Verification

Third-party verification is used to verify information directly with the source. Third-party written verification forms will be sent and returned via first class mail. The family will be required to sign an authorization for the information source to release the specified information.

Verifications received electronically (faxed) directly from the source are considered third party written verification.

MCHA will not accept verification that are hand-delivered by the family, except for computerized printouts from the following agencies:

- Social Security Administration
- Veterans Administration (letterhead stationery acceptable)
- Welfare Assistance
- Unemployment Compensations Board
- City or County Courts
- Pharmacies for prescription drugs

Third-Party Oral Verification

Oral third-party verification will be used when written, third-party verification is delayed or not possible. When third-party oral verification is used, staff will be required to complete a "Certification of Document Viewed or Person Contacted" form. On the form, staff must note with whom they spoke, the date of the conversation, and the facts provided. MCHA staff will compare the information provided to any documents provided by the Family. If verification is provided by telephone, MCHA staff must originate the call.

Review of Documents and Self-Certification

When verification cannot be made by third-party verification, MCHA will note the file accordingly and utilize documents provided by the family as the primary source of verification, only if the documents provide complete information. Families will be required to submit a self-certification. Self-certification means a notarized affidavit under penalty of perjury and must be witnessed.

The Monroe County Housing Authority made revisions to its Admissions and Occupancy Policies- Specifically 6-III.E. Flat rents and Family Choice in Rents [24 CFR 960.253 (b)] by adding the following language:

The MCHA will review flat rents annually. The Monroe County Housing Authority will change flat rents only if there has been a 10% change either up or down on each bedroom size. Resulting changes, up or down, in flat rents will not affect families paying flat rent until their next annual flat rent offer, at which time the family will be given the choice of switching back to income-based rent or remaining on flat rent at the current (most recently adjusted) flat rent for their unit .

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.

The Monroe County Housing Authority made revisions to its Section 8 Administrative Plan- specifically Part X Housing Quality Standards and Inspections – B. Guidelines/Types of Inspections {24 CFR 982.401 (a)- Annual Inspections, 982.405}. The new language is as follows:

Annual Inspections [24 CFR 982.405(a)]

The MCHA conducts HQS inspections at least annually, 90 calendar days prior to the anniversary month of the contract. Special inspections may be scheduled between anniversary dates.

HQS deficiencies which cause a unit to fail pursuant to 24CFR982.401 must be corrected by the landlord, unless the tenant is responsible for the deficiency.

The family must allow the MCHA to inspect the unit at reasonable times with reasonable notice. [24 CFR 982.551 (d)]. Reasonable times to conduct an inspection are on business days only between the hours of 9:00 a.m. and 5:00 p.m. Exceptions may apply. MCHA will notify the family in writing at least seven days prior to the inspection.

The family **and owner are** notified of the date and time of the inspection appointment by mail. If the family is unable to be present, they must reschedule the appointment so that the inspection is completed within ten days.

If the family does not contact MCHA to reschedule the inspection, or the family misses two inspection appointments, MCHA will consider the family to have violated a Family Obligation and **their** assistance will be terminated in accordance with the termination procedures in the Plan.

When the inspection has been completed, the owner and the family will be informed in writing of any items which failed to meet HQS standards and must be repaired or replaced, and of the date on which MCHA will re-inspect to certify completion of the required work.

Re-inspection

The family is mailed a notice of the inspection appointment by mail. If the family is not at home for the re-inspection appointment, a card will be left at the unit, and the tenant is responsible to call for another appointment.

The family is also notified that it is a Family Obligation to allow MCHA to inspect the unit. If the family was responsible for a breach of HQS identified in Part XV of this Plan, it will be advised of its responsibility to correct the deficiency.

If the Inspector is unable to gain access to the unit for the re-inspection, HAP payments are abated as of the date of the re-inspection. HAP payments cannot begin again until the inspector is able to enter the unit and determine that the unit meets HQS standards. If the Inspector has been unable to gain access at the time of the second attempt to conduct a re-inspection, the owner will receive Notice of Contract Termination (see Part XIV).

If the family is responsible for the HQS failure and has failed to make the required correction, the family will receive a Notice of Termination of Assistance (see Part XV).

Time Standards for Repair

If a defect is life threatening, the owner must correct the defect within no more than 24 hours. For other defects, the owner must correct the defect within no more than 30 calendar days (or any MCHA approved extension). The owner is not responsible for defects not caused by the owner.

- 5. Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.

There have been no revisions, since the last annual plan submission, to the Monroe County Housing Authority statements on grievance procedures.

- 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.

The Monroe County Housing Authority only has 50 units of public housing and will not be applying to designate occupancy for elderly or disabled families at the 50 unit development, Newport Village.

- 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).**

There have been no revisions, since the last annual plan submission, to the Monroe County Housing Authority statements on community service and self-sufficiency.

- 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.

There have been no revisions, since the last annual plan submission, to the Monroe County Housing Authority statements on safety and crime prevention.

- 9. Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.

There have been no revisions, since the last annual plan submission, to the Monroe County Housing Authority 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.

The Monroe County Housing Authority annually reviews their programs to determine whether they are reaching all eligible population groups. If they find that the programs are disproportionately serving only some groups and not others, the Monroe County Housing Authority takes action to increase housing or social service opportunities for under-served households. The Authority is also in compliance with Executive Order 11063, which requires nondiscrimination and equal opportunity. The rules implementing this Executive Order require that the Monroe County Housing Authority maintain demographic data in connection with its programs and take "affirmative action to overcome the effects of prior discrimination" (24 CFR Part 107). Records of the steps required to affirmatively further fair housing, as well as the impacts that were made regarding the same are collected and maintained in a flat file database on an annual basis and is will be kept in the main office of the Housing Authority. Record keeping for this initiative includes but is not be limited to: race, ethnicity, familial status, and disability status of program participants and prospective participants.

Statement of Consistency with the Consolidated Plan- The Consolidated Plan jurisdiction is the State of Florida and the Monroe County Housing Authority has consulted with the Consolidated Plan agency during the development of this PHA Plan.

11. Fiscal Year Audit. The results of the most recent fiscal year audit for the PHA.

The most recent completed fiscal audit dated 12/31/08 for the Monroe County Housing Authority conducted by The NCT Group CPA's, L.L.P certified that there were no audit findings or questioned costs.

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.

There have been no revisions, since the last annual plan submission, to the Monroe County Housing Authority statements on Asset Management.

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.

There have been no revisions, since the last annual plan submission, to the Monroe County Housing Authority statements on Violence Against Women Act.

- (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The specific location where the public may obtain copies of the 5-Year and Annual PHA Plan is at the main administrative office of the Monroe County Housing Authority:

#1 Harry Davis Circle
Key Largo, Florida 33070

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>Not Applicable</p>
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8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
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8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>Please See attached- f1144a03, f1144b03, f1144c03, f1144d03 and f1144e03.</p>
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8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>Please See attached- f1144f03.</p>
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8.3	<p>Capital Fund Financing Program (CFFP).</p> <p><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> <p>Not Applicable</p>
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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.

9.0

Housing Needs of Families on the PHA's Waiting List			
Waiting List Type: (Select One)			
<ul style="list-style-type: none"> Section 8 tenant-based assistance ✓ Public Housing Combined Section 8 and Public Housing Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting List Total	109		4
Extremely Low Income <=30% AMI	92	84%	
Very Low Income >50% but <80% AMI	14	13%	
Low Income >50% but <80% AMI	3	3%	
Families with children	45	41%	
Elderly families	22	20%	
Families with Disabilities	10	9%	
Race/ethnicity-white	94	86%	
Race/ethnicity-black	13	12%	
Race/ethnicity-Hispanic	No Longer Reported	No Longer Reported	
Race/ethnicity-Asian Pacific Islander	2	2%	
Race/ethnicity-unknown	0	0%	

9.0	Housing Needs of Families on the PHA's Waiting List			
		# of families	% of total families	Annual Turnover
	Characteristics by Bedroom Size (Public Housing Only)			
	1 BR	54	50%	1
	2 BR	36	33%	0
	3 BR	13	12%	1
	4 BR	6	5%	2

9.0	Housing Needs of Families on the PHA's Waiting List			
	Waiting List Type: (Select One)			
	<input checked="" type="checkbox"/> Section 8 tenant-based assistance Public Housing Combined Section 8 and Public Housing Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub-jurisdiction:			
		# of families	% of total families	Annual Turnover
	Waiting List Total	185		45
	Extremely Low Income <=30% AMI	135	73%	
	Very Low Income >50% but <80% AMI	50	27%	
	Low Income >50% but<80% AMI	0	0%	
	Families with children	97	50%	
	Elderly families	27	15%	
	Families with Disabilities	15	8%	
	Race/ethnicity-white	159	86%	
	Race/ethnicity-black	26	14%	
	Race/ethnicity-Hispanic	No Longer Reported	No Longer Reported	
	Race/ethnicity-Asian Pacific Islander	0	0%	
	Race/ethnicity-unknown	0	0%	

	<p>Also, please see attachment f1144g03 for an 8 page, in-depth, housing needs data analysis provided by The Shimberg Center for Affordable Housing: Florida Housing Data Clearinghouse that includes a housing profile for Monroe County, Florida with the following data: population projections; existing home values (based on County property appraisers' just value); rents; cost burden; household income; elderly households by age and cost burden; size of household; households by size and cost burden; age of housing and substandard housing.</p>
--	--

9.1

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.**

The Monroe County Housing Authority will maximize the number of affordable units available to the PHA within its current resources by:

- Employing effective maintenance and management policies to minimize the number of public housing units off-line
- Reducing the turnover time for vacated public housing units
- Reducing the time to renovate public housing units
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertaking measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

The Monroe County Housing Authority will increase the number of affordable units by:

- Applying for additional fair share Housing Choice Vouchers should they come available

Target available assistance to families at or below 30% of AMI

- Employ admissions preferences aimed at families with economic hardships

Target available assistance to families at or below 50% of AMI

- Employ admissions preferences aimed at families who are working

Target available assistance to the elderly

- Apply for special-purpose vouchers with administrative fees targeted to the elderly, should they become available.

Target available assistance to families with disabilities

- Apply for special-purpose vouchers with administrative fees targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities

9.1

The housing strategies selected by the Monroe County Housing Authority were all influenced by:

- Housing constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups

Additional Information. Describe the following, as well as any additional information HUD has requested.

(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.

Goal # 1: Expand the Supply of Assisted Housing

Objective #1: Apply for additional rental vouchers. **There have been no fair share vouchers released from HUD during this time period.**

Objective # 2: Leverage private or other public funds to create additional housing opportunities- Investigate funding to develop elderly affordable project-Mandalay. This was explored with Monroe County.

Goal #2: Improve the Quality of Assisted Housing

Objective #1: Improve PHAS score to High Performer- **Continuing to achieve high performer**

Goal #3. Increase Assisted Housing Choices

Objective # 1: Conduct Outreach Efforts to Potential Landlords-**The slumping economy during this time period provided the Monroe County Housing Authority with more than sufficient affordable housing units for lease under the program.**

Objective # 2: Increase Voucher Payment Standards-**During this time period, the slumping economy has allowed for sufficient housing choices within Monroe County that increased voucher payment standards were not necessary.**

Goal #4: Improve Community Quality of Life and Economic Vitality

Objective #1: Designate developments or buildings for particular resident groups (elderly, persons with disabilities)-Mandalay for elderly. **During the beginning of this 2005-2009 (5) Year Plan there were meetings held with the County for the Housing Authority to develop the Mandalay property as an elderly property, but during this time period, the property was since leased to Habitat for Humanity.**

Goal # 5: Promote Self-Sufficiency and Asset Development of Families and Individuals

Objective #1 Increase the Number and Percentage of Employed Persons in Assisted Families-**At the present time 31.25% or 50 of the 160 families in the Housing Choice Voucher program are employed and 52% or 25 families living in the 50 unit public housing development Newport Village are employed. Data was not available from 2005 on the number and percentage of employment of families in the Housing Choice Voucher program or the public housing program to determine if there was an increase.**

10.0

Objective #1: The Key West Housing Authority provides all clients with a listing of services available to them in the community and refers clients to non-profits and community agencies for programs and

Objective #2: Provide or Attract Supportive Services to Improve Assistance Recipients' Employability-**Complete and Ongoing**

Objective # 3: Provide or Attract Supportive Services to Increase Independence for the Elderly or Families with Disabilities-**Complete and Ongoing**

Goal # 6: Ensure Equal Opportunity in Housing for all Americans

Objective #1 : Undertake Affirmative Measures to Ensure Access to Assisted Housing Regardless of Race, Color, Religion, National Origin, Sex, Familial Status, and Disability-**Complete and Ongoing**

Objective #2: Undertake Affirmative Measures to Provide a Suitable Living Environment for Families Living in Assisted Housing, Regardless of Race, Color, Religion, National Origin, Sex, Familial Status, and Disability- **Completed and Ongoing**

- (a) Significant Amendment and Substantial Deviation /Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

24 CFR Part 903.7(r) - PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

In accordance with PIH notice 99-51 (HA) issued December 14, 1999, PHA's must define "substantial deviation" of Annual Plans from the 5-Year Plan and "significant amendment or modification" of the Annual Plan. The Quality Housing and Work Responsibility Act of 1998 requires that PHA's explain "substantial deviation" from the 5-Year Plan in their Annual Plans. The Act also provides that, while PHAs may change or modify their plans or policies described in them, any "significant deviation" to the plan would require PHAs to submit a revised PHA plan that has met full public process requirements.

CRITERIA FOR DETERMINING SUBSTANTIAL DEVIATION AND SIGNIFICANT AMENDMENT OR MODIFICATION

The Monroe County Housing Authority's definition of "substantial deviation" from the 5-Year Plan and "significant amendment or modification" of the Annual Plan will consider the following to be significant amendments or modifications:

- A change in Mission Statement or Goals identified in the Five-Year Plan.

Significant Amendment/Modification:

- Significant modifications to major strategies to address housing needs and to major policies (e.g., policies governing eligibility, selection or admissions and rent determination) or

programs (e.g., demolition or disposition, designation, homeownership programs or conversion activities).

- (b) 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).**

The Monroe County Housing Authority does not have any memorandum of agreement with HUD or any plan to improve performance.

11.0

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.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (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)

PLEASE SEE ATTACHED-f1144h03 for signed forms.

- (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.

Tenants at Newport Village had no comments on the 2010 (5) Year and Annual Plan, but did request door handles for their storage units; replacement of thresholds under their doors; new painting, cabinets and flooring; extermination of roaches and ants; additional landscaping; lighting for the playground; and, new and age appropriate playground equipment. The Monroe County Housing Authority will work on the aforementioned requests by the tenants.

PLEASE SEE ATTACHED-f1144i03 for resident meeting notes and sign-in sheet.

- (g) Challenged Elements

There have been no challenges elements to the plan either by the residents or by the public.

PLEASE SEE ATTACHED-f1144j03 for public hearing notes and sign-in sheets.

- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)

PLEASE SEE ATTACHED-f1144a03, f1144b03, f1144c03, f1144d03 and f1144e03

- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

PLEASE SEE ATTACHED-f1144f03

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: MONROE COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: FL14P14450107 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. One <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report 06/30/09					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-0-			
2	1406 Operations	79,154		79,154	79,154
3	1408 Management Improvements	-0-			
4	1410 Administration	-0-			
5	1411 Audit	-0-			
6	1415 Liquidated Damages	-0-			
7	1430 Fees and Costs	-0-			
8	1440 Site Acquisition	-0-			
9	1450 Site Improvement	-0-			
10	1460 Dwelling Structures	-0-			
11	1465.1 Dwelling Equipment—Nonexpendable	-0-			
12	1470 Nondwelling Structures	-0-			
13	1475 Nondwelling Equipment	-0-			
14	1485 Demolition	-0-			
15	1490 Replacement Reserve	-0-			
16	1492 Moving to Work Demonstration	-0-			
17	1495.1 Relocation Costs	-0-			
18	1499 Development Activities	-0-			
19	1501 Collateralization or Debt Service	-0-			
20	1502 Contingency	-0-			
21	Amount of Annual Grant: (sum of lines 2 – 20)	79,154		79,154	79,154
22	Amount of line 21 Related to LBP Activities	-0-			
23	Amount of line 21 Related to Section 504 compliance	-0-			
24	Amount of line 21 Related to Security – Soft Costs	-0-			
25	Amount of Line 21 Related to Security – Hard Costs	-0-			
26	Amount of line 21 Related to Energy Conservation Measures	-0-			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: MONROE COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: FL14P14450108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement – Revision No. One <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/09 <input type="checkbox"/> 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	-0-	-0-		
2	1406 Operations	79,154	77,495	77,495	19,374
3	1408 Management Improvements	-0-	-0-		
4	1410 Administration	-0-	-0-		
5	1411 Audit	-0-	-0-		
6	1415 Liquidated Damages	-0-	-0-		
7	1430 Fees and Costs	-0-	-0-		
8	1440 Site Acquisition	-0-	-0-		
9	1450 Site Improvement	-0-	-0-		
10	1460 Dwelling Structures	-0-	-0-		
11	1465.1 Dwelling Equipment—Nonexpendable	-0-	-0-		
12	1470 Nondwelling Structures	-0-	-0-		
13	1475 Nondwelling Equipment	-0-	-0-		
14	1485 Demolition	-0-	-0-		
15	1490 Replacement Reserve	-0-	-0-		
16	1492 Moving to Work Demonstration	-0-	-0-		
17	1495.1 Relocation Costs	-0-	-0-		
18	1499 Development Activities	-0-	-0-		
19	1501 Collateralization or Debt Service	-0-	-0-		
20	1502 Contingency	-0-	-0-		
21	Amount of Annual Grant: (sum of lines 2 – 20)	79,154	77,495	77,495	19,374
22	Amount of line 21 Related to LBP Activities	-0-	-0-		
23	Amount of line 21 Related to Section 504 compliance	-0-	-0-		
24	Amount of line 21 Related to Security – Soft Costs	-0-	-0-		
25	Amount of Line 21 Related to Security – Hard Costs	-0-	-0-		
26	Amount of line 21 Related to Energy Conservation Measures	-0-	-0-		

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: MONROE COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: FL14P14450109 Replacement Housing Factor Grant No:			Federal FY of Grant: 2009
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement – Revision No. One <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/09 <input type="checkbox"/> 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	-0-			
2	1406 Operations	77,495	77,090	-0-	
3	1408 Management Improvements	-0-			
4	1410 Administration	-0-			
5	1411 Audit	-0-			
6	1415 Liquidated Damages	-0-			
7	1430 Fees and Costs	-0-			
8	1440 Site Acquisition	-0-			
9	1450 Site Improvement	-0-			
10	1460 Dwelling Structures	-0-			
11	1465.1 Dwelling Equipment—Nonexpendable	-0-			
12	1470 Nondwelling Structures	-0-			
13	1475 Nondwelling Equipment	-0-			
14	1485 Demolition	-0-			
15	1490 Replacement Reserve	-0-			
16	1492 Moving to Work Demonstration	-0-			
17	1495.1 Relocation Costs	-0-			
18	1499 Development Activities	-0-			
19	1501 Collateralization or Debt Service	-0-			
20	1502 Contingency	-0-			
21	Amount of Annual Grant: (sum of lines 2 – 20)	77,495	77,090	-0-	
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				

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

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

Part I: Summary		FFY of Grant: 2009 FFY of Grant Approval:	
PHA Name: Monroe County Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL14S14450109 Replacement Housing Factor Grant No: Date of CFFP:	
Type of Grant		Revised Annual Statement (revision no:One)	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Final Performance and Evaluation Report	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input checked="" type="checkbox"/> Revised Annual Statement (revision no:One)	
Summary by Development Account		Total Estimated Cost	
Line		Original	Obligated
			Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) ³		
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)	9,800	-0-
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs		
8	1440 Site Acquisition		
9	1450 Site Improvement	-0-	98,093
10	1460 Dwelling Structures	88,293	-0-
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities ⁴		

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

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

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

Part I: Summary		FFY of Grant: 2009	
PHA Name: Monroe County Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL14S14450109 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: One) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Revised ²
		Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	98,093	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director J. Manuel Castillo, Sr.		Signature of Public Housing Director	
Date 1/11/10		Date	

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

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report

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

PIA Name: MONROE COUNTY HOUSING AUTHORITY

Grant Type and Number

Federal FY of Grant: 2010

Capital Fund Program Grant No:
Replacement Housing Factor Grant No:

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement
 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-CIP Funds	-0-			
2	1406 Operations	77,090			
3	1408 Management Improvements	-0-			
4	1410 Administration	-0-			
5	1411 Audit	-0-			
6	1415 Liquidated Damages	-0-			
7	1430 Fees and Costs	-0-			
8	1440 Site Acquisition	-0-			
9	1450 Site Improvement	-0-			
10	1460 Dwelling Structures	-0-			
11	1465.1 Dwelling Equipment—Nonexpendable	-0-			
12	1470 Nondwelling Structures	-0-			
13	1475 Nondwelling Equipment	-0-			
14	1485 Demolition	-0-			
15	1490 Replacement Reserve	-0-			
16	1492 Moving to Work Demonstration	-0-			
17	1495.1 Relocation Costs	-0-			
18	1499 Development Activities	-0-			
19	1501 Collateralization or Debt Service	-0-			
20	1502 Contingency	-0-			
21	Amount of Annual Grant: (sum of lines 2 - 20)	77,090			
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				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: MONROE COUNTY HOUSING AUTHORITY		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:				
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	
FL 144 NEWPORT VILLAGE APTS.	Annual Statement	FFY Grant: PHA FY: 2011	FFY Grant: PHA FY: 2012	FFY Grant: PHA FY: 2013	FFY Grant: PHA FY: 2014	
Operation		77,090	77,090	77,090	77,090	
Mgmt Improvements		-0-	-0-	-0-	-0-	
Administration		-0-	-0-	-0-	-0-	
Site Improvements		-0-	-0-	-0-	-0-	
Dwelling Structures		-0-	-0-	-0-	-0-	
Dwelling Equipment		-0-	-0-	-0-	-0-	
Non-Dwelling Struct.		-0-	-0-	-0-	-0-	
Non-Dwelling Equip.		-0-	-0-	-0-	-0-	
CIIP Funds Listed for 5-year planning		77,090	77,090	77,090	77,090	
Replacement Housing Factor Funds						



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Geographic Areas > **Results**

* CHANGE VIEW

* Show Notes and Sources

Housing Profile Monroe County, Florida

Population, 2005: 82409. Monroe County ranks # 35 of Florida's 67 counties in population. Households, 2005: 36491
Homeownership Rate, 2005: 63.7%. Statewide, Florida's homeownership rate is 70.3%.

Jump to:

- [Evolution Projections](#)
- [Housing Manual](#)
- [Affordable Housing Needs](#)

- * OTHER REPORT ACTIONS
- * Download Excel data
- * VIEW OTHER DATA FOR THE SELECTED GEOGRAPHIC AREA
- * General Unit Characteristics
- * Population Projections
- * START OVER
- * Start Over

Population Projections

In 2030, Monroe County is projected to have a population of 89801, ranking it # 39 of Florida's 67 counties.

Projected Total Population, Monroe County, 2005-2030

Place	2005	2010	2015	2020	2025	2030
Monroe County	82409	84103	85798	87201	88596	89801

Notes: [Housing Needs Assessment - Population and Household Projection Methodology User Guide](#)

Sources: Not Available.

Housing Market

Existing Home Values (Based on County Property Appraisers' Just Value)

Single Family Home, average value, 2006: \$773522. (Statewide, the average value of a single family home in Florida in 2006 was \$255436).

Mobile Home, average value, 2006: \$300700.

Condominium, average value, 2006: \$447588.

[1] Does not include all units. Excludes mobile homes in mobile home parks.

- -100 means less than 25 observations
- -200 means less than 2/3 of observations have valid year built entries
- -300 means less than 2/3 of observations have valid square footage entries
- -400 means no observations

Jump to:

[Population Projections](#)

[Affordable Housing Needs](#)

Home Sales Prices

The average sales price for a single family home was \$998386 in 2006. The median sales price that year was \$700000, compared to a statewide median sales price of \$250500.

[1] The number of sales estimate for years 1990-1998 are partial sales for the year. See most recent [State of Florida Housing Report](#) for explanation.

- -100 means less than 25 observations.
- -200 means less than 2/3 of observations have valid entries for that year.
- -300 means less than 2/3 of observations have valid square footage entries.
- -400 means no observations.

Jump to:

[Population Projections](#)

[Affordable Housing Needs](#)

2005

Place	Housing Type	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Monroe County	Condominiums	126900	145000	159000	170000	144900	160000	230000	300000	415000	524500	525000
Monroe County	Single Family Homes	175000	195000	215000	228700	251200	260000	320500	410000	575000	725000	700000

Notes:

- [1] The number of sales estimate for years 1990-1998 are partial sales for the year. See most recent [State of Florida Housing Report](#) for explanation.
 - 100 means less than 25 observations.
 - 200 means less than 2/3 of observations have valid entries for that year.
 - 300 means less than 2/3 of observations have valid square footage entries.
 - 400 means no observations.
- Sources: County property appraiser tax rolls, compiled by Shimberg Center - Florida Housing Data Clearinghouse.

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Rents

The median rent paid by Monroe County households in 2000 was \$820 per month, compared to a statewide median rent of \$641.

In Monroe County and the surrounding metro area, the HUD Fair Market Rent in 2009, representing rent for a typical modest apartment, was \$861 for a studio apartment, \$1048 for a one-bedroom, \$1291 for a two-bedroom, \$1878 for a three-bedroom, and \$2011 for a four-bedroom unit.

Households by Monthly Rent Paid, Monroe County, 2000

Place	No Cash Rent	less than 200	between 200 and 299	between 300 and 499	between 500 and 749	between 750 and 999	between 1000 and 1499	1500 or more
Monroe County	1305	243	389	1266	2952	3250	2846	887

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Affordable Housing Needs

Cost Burden, General

"Cost-burdened" households pay more than 30% of income for rent or mortgage costs. In 2005, 13639 Monroe

users are not shown.

6487 households in Monroe County (18%) pay more than 50% of income for housing.

Households by Cost Burden, Monroe County, 2005

	Amount of Income Paid for Housing		
	0-30%	30-50%	50% or more
Total	22852	7152	6487

Notes: [Housing Needs Assessment - Population and Household Projection Methodology User Guide](#).
 Click [here](#) to get household projections by tenure, age of householder, income, and cost burden.
Sources: Not Available.

[Back to top](#)

** The [Household Demographic Data Access Tool](#) allows users to combine any of the variables below to create a custom report. For example, a user could find the number of 1-2 person renter households age 65 and older who pay more than 50% of income for housing by selecting household size, householder age, and household income as indicators.

Jump to:

- [Population Projections](#)
- [Housing Market](#)

Homeowners and Renters

Households by Homeowner/Renter Status and Cost Burden, Monroe County, 2005

	Amount of Income Paid for Housing		
	0-30%	30-50%	50% or more
Owner	15156	4213	3882
Renter	7696	2939	2605

Notes: [Housing Needs Assessment - Population and Household Projection Methodology User Guide](#).
 Click [here](#) to get household projections by tenure, age of householder, income, and cost burden.

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Household Income

In the following table, household income is measured as a percentage of the median income for the county or area, adjusted for family size. In Monroe and the surrounding metro area, the HUD-estimated median income for a family of four is \$59,400 in 2007.

Households by Income and Cost Burden, Monroe, 2005

Household Income as Percentage of Area Median Income	Amount of Income Paid for Housing		
	0-30%	30-50%	50% or more
<=30% AMI	1114	494	2390
30.01-50% AMI	1177	1132	1498
50.01-80% AMI	2900	1871	1290
80.01+% AMI	17661	3655	1319
Total	22852	7152	6487

Notes: [Housing Needs Assessment - Population and Household Projection Methodology User Guide](#).
 Click here to get household projections by tenure, age of householder, income, and cost burden.
Sources: Not Available.

[Back to top](#)

** For more detailed income categories and to combine with other variables such as age, cost burden, and owner/renter status, try the [Household Demographic Data Access Tool](#).

Elderly Households

7830 households in Monroe County (21.5%) are headed by a person age 65 or older in 2005. In comparison, 27.2% of households statewide are headed by elderly persons.
 6,447 of elderly households in Monroe County (82.3%) own their homes.
 2,548 elderly households (33%) pay more than 30% of income for rent or mortgage costs.

Elderly Households by Age and Cost Burden, Monroe County, 2005

Age of Householder	Amount of Income Paid for Housing		
	0-30%	30-49.9%	50+ %

Notes: [Housing Needs Assessment - Population and Household Projection Methodology User Guide](#)
 Click here to get household projections by tenure, age of householder, income, and cost burden.
Sources: Not Available.

[Back to top](#)

** To learn about all head-of-household age categories and to combine with other variables such as income, cost burden, and owner/renter status, try the [Household Demographic Data Access Tool](#).

Size of Households

26075 households in Monroe County (71%) are made up of 1-2 persons in 2005. 39% of these households pay more than 30% of income for rent or mortgage costs. 8385 households in Monroe County (23%) are made up of 3-4 persons in 2005. 35% of these households pay more than 30% of income for rent or mortgage costs. 2029 households in Monroe County (6%) are made up of 5 persons or more in 2005. 26% of these households pay more than 30% of income for rent or mortgage costs.

Households by Size and Cost Burden, Monroe County, 2005

Number of Persons in the Household	Amount of Income Paid for Housing		
	0-30%	30.01-50%	50.01+ %
1-2	15907	5119	5049
3-4	5439	1707	1239
5+	1509	323	197

Notes: [Housing Needs Assessment - Population and Household Projection Methodology User Guide](#).
 Click here to get household projections by tenure, age of householder, income, and cost burden.
Sources: Not Available.

[Back to top](#)

** To combine with other variables such as income, head-of-household age, and owner/renter status, try the [Household Demographic Data Access Tool](#).

Disability and Affordable Housing Need

In 2000, 4091 low-income households included at least one person with a disability age 15 or older. These households had incomes below 60% of the area median income.

Disabilities Age 15+ and Cost Burden, Monroe County, 2000

Amount of Income Paid for Housing		
0-29.9%	30-49.9%	50+ %
1410	1033	1648

[Back to top](#)

Jump to:

- [Population Projections](#)
- [Housing Market](#)
- [Affordable Housing Needs](#)

Single Family Home Size and Age

In 2006, the median size for a new single-family home in Monroe County was 1589 square feet.

Year Structure Built, Monroe County, 2000

Year Structure Built, 2000							Place
1939 and earlier	1940s	1950s	1960s	1970s	1980s	1990s	
3199	1649	4943	6660	12905	12362	9999	Monroe County

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Substandard Housing

Housing units are considered to be substandard if they are overcrowded, do not have heat, or lack complete kitchens or plumbing. In 2000,

1951 housing units (5.6% of all units) in Monroe County were overcrowded, meaning that they housed more than one person per room, compared to a statewide percentage of 6.5%.

7586 units (21.6%) in Monroe County did not use home heating fuel, compared to a statewide percentage of 1.8%.

0.5%.
279 units (0.5%) in Monroe County lacked complete plumbing facilities, compared to a statewide percentage of 0.4%.



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Resolution #09-419

**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 X 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 1/1/10, 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(e)(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.

Monroe County Housing Authority

FL-144

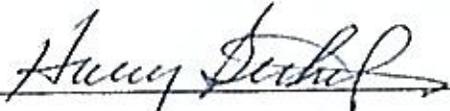
PHA Name

PHA Number/HIA Code

5-Year PHA Plan for Fiscal Years 2010 - 2014

Annual PHA Plan for Fiscal Years 2010 - 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
Mr. Harry Bethel	Chairman
Signature	Date
	10/14/2009

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

The Monroe County Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Monroe County Housing Authority
#1 Harry Davis Circle
Key Largo, Florida 33070

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

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

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

Name of Authorized Official
J. Manuel Castillo, Sr.

Title
Executive Director

Signature

Date

October 14, 2009

X

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Monroe County Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

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

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

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

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

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

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

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

Name of Authorized Official

J. Manuel Castillo, Sr.

Title

Executive Director

Signature



Date (mm/dd/yyyy)

10/14/2009

Previous edition is obsolete

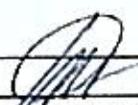
form HUD 50071 (3/99)
ref. Handbooks 7417.1, 7475.13, 7485.1, & 7485.3

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

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

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Monroe County Housing Authority #1 Harry Davis Circle Key Largo, Florida 33070 Congressional District, if known: 18th	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: N/A Congressional District, if known: 18th	
6. Federal Department/Agency: U.S. Department of Housing and Urban Development	7. Federal Program Name/Description: Capital Fund Program CFDA Number, if applicable: 14.872	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): None	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): None	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the bar above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: Mr. Manuel Castillo, Sr. Title: Executive Director Telephone No.: (305) 296-5621 Date: 10/14/2009	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

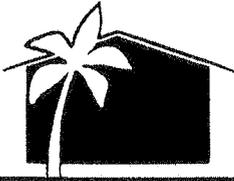
**Certification by State or Local Official of PHA Plans Consistency with
the Consolidated Plan**

I, Tammy A. Anderson the Community Assistance Consultant at DCA certify
that the Five Year and Annual PHA Plan of the Monroe County Housing Authority is
consistent with the Consolidated Plan of the State of Florida prepared
pursuant to 24 CFR Part 91.

**Tammy
Anderson**

Digitally signed by Tammy Anderson
DN: cn=Tammy Anderson, o=DCA+KID,
ou=CDEG,
email=tammy.anderson@dca.state.fl.us, c=US
Date: 2009.10.08 13:14:30 -0400

Signed / Dated by Appropriate State or Local Official



MONROE COUNTY HOUSING AUTHORITY

1400 KENNEDY DRIVE • KEY WEST, FLORIDA 33040 • 305 296-5621

Board of Commissioners

Harry Bethel
Aaron Castillo
Margaret Gil
Ailton Lopez
David Purdo

J. Manuel Castillo, Sr.
Executive Director

Minutes of the Newport Village – MCHA Public Housing Resident Meeting
Held on June 30/2009 Re: 2010 Annual Plan Process

A meeting was held on June 30, 2009 in Key Largo to discuss the upcoming Annual Plan with the residents. (See Attendance Sheet). Ms. Rodriguez Handed out the draft plan and requested input from the clients on their recommendations for the next year.

The clients reported that they would like to have handles on their storage units as the doors swell with the rains and the current deadbolt does not allow you to open the door.

Many clients wanted to have the doors to their units checked as well as they sometimes stick and the thresholds may need some repair to keep out the insects. The residents believe that some of the units need to be repainted both inside and out, so we agreed to review the painting schedule as we felt that was already underway. Many of the residents felt that it was time to review the possibility of new cabinets and flooring in the units. They also expressed an interest in additional landscaping, lighting for the playground that came on until about 9 p.m. rather than not being turned on at all. Staff advised that it could be a timer issue so it will be checked.

Also, the clients would like to see new playground equipment and some that is age specific. They are interested in working with a committee to select the equipment. Some of the residents felt that extermination was needed due to the roaches and ants.

Agenda

RESIDENT ADVISORY MEETING FOR NEWPORT VILLAGE MONROE COUNTY HOUSING AUTHORITY

Tuesday, June 30th, 2009

6:00 P.M.

Newport Village Office Board Room

Meeting called by:
Charla Rodriguez
and Victor Perez

Type of meeting:
Annual Plan Review
and Tenant Meeting

Agenda topics

5	WELCOME AND INTRODUCTIONS	VICTOR
	REVIEW OF DRAFT 2010 ANNUAL REPORT	CHARLA
10	ISSUES OF CONCERN - MANAGEMENT	VICTOR
	A) Unleashed Animals	
	B) Hurricane Time – Site Inspection	
	C) Shutters, misc. hardware	
	D) Paying Rent, rent statements	
	E) Office Hours -	
10	ISSUES OF CONCERN – RESIDENTS	ATTENDEES

Newport Village
Resident

6-30-09

SIGN IN SHEET

NAME

APT. #

Melina - Key Range

FRANCISCA GARCIA

3

Luis R. Lopez

7

Elvia Gomez

8

JORGE OVELLAR

2

Magdalena Sotelo

28

Wanda Silva

12

John Lopez

72

Juanita Ballester

30

Wilma Baker

22

Suelette Bradley

20

Jennie Williams

18

Eric Baker

44

Glyn Corley

6

Natalia Guenobart

64

Milagros Rivero

52

Effren modesta Perry

62

Olga Cabal

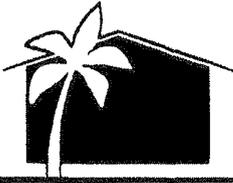
14

Alfredo Callado

4



AGENDA.RESIDENTADV,NEWPORT



MONROE COUNTY HOUSING AUTHORITY
1400 KENNEDY DRIVE • KEY WEST, FLORIDA 33040 • 305 296-5621

Board of Commissioners

Harry Bethel
Aaron Castillo
Margaret Gil
Ailton Lopez
David Purdo

J. Manuel Castillo, Sr.
Executive Director

Minutes of Public Hearing held on 9/16/09 for MCHA 2010 Annual Plan

At 5 p.m. on 9/16/09, the Public Hearing for the MCHA 2010 Annual Plan was called to order. The following individuals were in attendance: J. Manuel Castillo, Executive Director, Charla Rodriguez, Internal Compliance Auditor, Frances Arroyo, Director of Management Services, and Victor Perez, Housing Manager. Copies of the plan were placed on the table in the event members of the public could review them if desired.

At 5:15 p.m. the meeting was officially ended as no members of the public were in attendance.

Submitted By: Charla Rodriguez, Internal Compliance Auditor

Public Hearing for MCHIA 2010
Annual Plan
9/16/09

SIGN IN SHEET

NAME

~~APRIL~~

Carla Lopez
Francis Arroyo
[Signature]
J.M. Castillo, Sr.