

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: <u>Waterloo Housing Authority</u> PHA Code: <u>IA050</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (07/2010-2014): _____												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>50</u> Number of HCV units: <u>1056</u>												
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <tr> <th>PH</th> <th>HCV</th> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>	PH	HCV						
PH	HCV												
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The Waterloo Housing Authority has committed to providing quality, safe, and affordable housing to eligible families in an efficient, ethical, non-discriminatory and professional manner. We will partner with our residents and others to enhance the quality of life in our community. The Housing Authority of the City Of Waterloo is committed to excellence in order to promote equal opportunity, fairness in housing, economic opportunity and a suitable living environment.												

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. **PHA Goal:**

Objectives:

- Reduced public housing vacancies:
- Leveraged private or other public funds to create additional housing opportunities:
- Acquire or build units or developments
- PHA Goal: Improve the quality of assisted housing
- The Objectives:
 - Improve and maintain public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:(list; e.g.).
 - Public housing finance; voucher unit inspections, workshops and training
 - Continue to renovate or modernize public housing units

PHA Goal: Increase assisted housing choices

Objectives:

- Continue to provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Maintain voucher homeownership program:
- Maintain public housing or other homeownership programs

PHA Goal: Provide an improved living environment

Objectives:

- Continuing to work on measures that promotes income mixing in public housing by assuring access for lower income families into higher income developments:
- Maintain Designated development or building for particular resident groups (elderly, Persons with disabilities)

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

Objectives:

- Increase the number and percentage of employed persons in assisted families
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below) Help the persons become self-supporting by training them and helping them to obtain skills.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- 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:

6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>Insertion: Policy statement regarding VAWA: The Waterloo Housing Authority has adopted a policy prohibiting Violence Against Women. The reauthorization Act of 2005 protects tenants and family members and was adopted by the Waterloo Housing Authority January 18th, 2007. The policy prohibits the denial or termination of rental assistance if the victim is being terminated because they are a victim of domestic violence, dating violence, or stalking. This policy applies to both the Public Housing and Section 8 program and to owners renting to families under Section 8 rental assistance programs.</p> <ul style="list-style-type: none"> • Revision of the EIV. • Continue to update the Administrative plan policies. • Accomplish individual training using Money Smart for tenants and the community. • Meet on a continuous basis with the financial institutions on behalf of the Homeownership/Downpayment programs. <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. 1.PHA has instituted the VAWA.Insertion:</p> <ul style="list-style-type: none"> • PHA's main office • Main office of local government and the • Public Library.
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>NA</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p>See attachment.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. See attachment.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>See attachment.</p>
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>NA</p>

Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

- Concentrate on efforts to improve specific management functions: Public Housing, voucher unit inspections to
- Provide better voucher mobility counseling
- Continue to conduct outreach efforts to potential voucher landlords
- Successfully Implemented Voucher Homeownership program
- Continuing to work on measures to deconcentrate poverty by bringing higher and lower income public housing households into higher and lower income developments:
- Planning cooperative forum to explain housing program to area landlords and tenants.
- Encourage landlord to participate in program by continuously marketing the program and outreach to the community.

Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the PHA’s Waiting Lists			
Waiting list type: Combined Section 8 and Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	1627		291
Extremely low income <=30% AMI	1283	79.29%	
Very low income (>30% but <=50% AMI)	294	17.74%	
Low income (>50% but <80% AMI)	47	2.9%	
Families with children	732	42.72%	
Elderly families	119	9.61%	
Families with Disabilities	393	22.99%	
1)Race/ethnicity(w	726	44.62%	
2)Race/ethnicity(b	856	44.62%	
3)Race/ethnicity(h	30	1.84 %	
Race/ethnicity (A)	9	0.55%	
Race/ethnicity (N)	1	0.06%	
Characteristics by Bedroom Size (Public Housing Only)			
48-1 BEDROOMS- 2-2 BEDROOMS	50	98%	
2 BR			
	2	Page 4 of 24%	form HUD-50075 (4/2008)
3 BR	0	0	
4 BR	0	0	

2. Statement of Financial Resources

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

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004__ grants)		
a) Public Housing Operating Fund	\$56,067	
b) Public Housing Capital Fund	\$ 61,749	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$3,768,304.00	
f) Resident Opportunity and Self-Sufficiency Grants	0	
g) Community Development Block Grant	\$1,391,769.000	
h) HOME	\$ 675,874	
Other Federal Grants (list below)		
FSS GRANT	0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$ 231,000.00	
4. Other income (list below)		
Laundry income	\$ 4,800.00	
Interest	\$ 63,000.00	
4. Non-federal sources (list below)		
Total resources	\$ 6,252,563.00	

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.

9.1

- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction and to make rental properties available by recruiting new landlords to the program.
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required and homeownership.
- Increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- The PHA has taken the above steps to ensure consistency of the PHA Plan with the Consolidated Plan for the jurisdiction and has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
- The PHA has also participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- WHA consulted with the Consolidated Plan agency during the development of the PHA Plan and activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.

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.

- WHA worked to undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- Continues to 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:
- Continues to undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Continues to educate the Administrators and Staff and the Public.
- Planned cooperative forum to explain housing program to area landlords and tenants.
- Encourage landlord to participate in program by continuously marketing the program and outreach to the community.

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

A. Substantial Deviation from the 5-Year Plan

The Waterloo Housing Authority will amend or modify its Annual Agency plan upon the occurrence of any of the following events during the term of an approved plan:

A federal statutory or regulatory change is made effective and, in the opinion of the Authority, has either substantial programmatic or financial effects on the programs administered by the Authority, or create substantial obligations or administrative burdens beyond the programs under administration at the start of the Plan year.

Any other event that the Authority's Board determines to be a significant amendment or modification of the approved annual plan.

C. Significant Amendment or Modification to the Annual Plan

- In order to meet the goals The Waterloo Housing Authority made the public housing units more marketable to the community as evidenced by an increase in our lease up. We promoted a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing Industry.
- WHA provides a Safe and Secure Environment In The Waterloo Housing Authority's Public Housing Development and units as much as possible by utilizing the help of the tenants.
- A federal statutory or regulatory change is made effective and, in the opinion of the Authority, has either substantial programmatic or financial effects on the programs administered by the Authority, or create substantial obligations or administrative burdens beyond the programs under administration at the start of the Plan year.
- Any other event that the Housing Authority's Board determines to be a significant amendment or modification of the approved annual plan.

10.0

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11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (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. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) <p>See attachments:</p>
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

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

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

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

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

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

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

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

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

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

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

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

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

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

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

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

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

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

PHA Name: Waterloo Housing Authority	Grant Type and Number Capital Fund Program Grant No: IA050P050501-09 Replacement Housing Factor Grant No:	Federal FY09 of Grant:
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$6,174.90		\$6,174.90	
3	1408 Management Improvements				
4	1410 Administration	\$6,174.90		\$6,174.90	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable	\$49,399.20		\$49,399.20	
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$61,749		\$61,749	
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				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Waterloo Housing Authority			Grant Type and Number Capital Fund Program Grant No: IA05P050109 Replacement Housing Factor Grant No:			Federal FY of Grant: 2009		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Ia05003	Operations	1406	1	\$ 6,174.90		\$ 6,174.90	\$ 6,174.90	operation
IA05003	Administrations	1410	1	\$ 6,174.90		\$ 6,174.90		In proc.
IA05003	Dwelling Eqp. Non-exp.	1465.1	1	\$49,399.20		49,399.20		In proc.

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Waterloo Housing Auth.		Grant Type and Number Capital Fund Program No: IA05P0501-09 Replacement Housing Factor No:					Federal FY of Grant: 2009
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Ridgeway Towers IA05003	9/30/09			9/30/13			

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

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Waterloo Housing Authority				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1 FFY Grant: 2010	Work Statement for Year 2 FFY Grant: 2011 PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY: 2012	Work Statement for Year 4 FFY Grant: PHA FY: 2013	Work Statement for Year 5 FFY Grant: PHA FY: 2014
<i>IA05003</i>	Annual Statement	Repair or Replace Parking lot	Light Fixtures Parking spaces	Replace roof on building	Replace Roof On building
CFP Funds Listed for 5-year planning					

DATE: November 1ST, 2009

TO: Section 8/ Public Housing Residents Resident Advisory Board

MEETING NOTICE

WHERE: Waterloo Housing Authority
Second Floor Conference Room
620 Mulberry Street
Waterloo, IA

WHEN: Monday, November 22, 2009

TIME: 3:00-4:30 PM

PURPOSE: Discussion of the Public Housing /Section 8 Housing Program's mission and to get your input. The Authority needs to know how the housing needs of low income families or the disabled are being met now, what areas have improvements that could be made and your priorities for types of housing programs the authority should be looking into in the next years. This discussion will be used to shape the Comprehensive Agency Annual plan.

Issues to think about are a) How do people find out about the programs and should they be advertised more? b) What could be done to make it easier for persons to apply for programs within the Housing Authority such as Family Self Sufficiency? c) Are you satisfied/dissatisfied with the communication line between the Waterloo Housing Authority and yourselves? If the discussion goes well, the meeting may possibly end earlier than indicated above. However, if as a group, it may be determined that another meeting is needed, a second meeting will be scheduled or will carry over to next meeting.

Thank you for your willingness to participate in this process.

Sincerely,

Director, Waterloo Housing Authority
ETHEL WASHINGTON

Ridgeway Towers Meeting,
Meeting Began at 3:00am
Present was approximately 25 tenants
November 22, 2009

Ethel opened the meeting letting the tenants in attendance know that from the previous meeting there was a discussion regarding having guest speakers come in for the meeting. In attendance are two guest speakers from Beacon House of Hope. She also asked the tenant from both Section 8 and Ridgeway Towers for needed suggestions on changes or needed repairs for both programs. Someone brought up the parking lot and flooding in the lot during the summer at Ridgeway. Ethel stated that she is working on the flooding and is getting the lot repaired. Have some estimates for repairs. Is visiting with the city engineer regarding the overflow when there are heavy rains.

The tenants were advised that we are looking at putting in extra parking spaces. Ethel advised the tenants of where to park for snow removal. Parking should be on the east side of the parking lot on odd days- west side on even days when there is a prediction of a snowstorm.

Ethel introduced the guest Lorraine Erickson and Darcy Weigmann-Dally from the Beacon of Hope Hospice program as guest speaker. They wanted to inform the tenants of the Beacon of Hope Program. They participate and/or conduct promotional events designed to reach out to the local community and to inform them of the free services that are available to everyone.

What is the Beacon of Hope Hospice do?

A **hospice** care program tries to provide the best quality of life for dying patients by providing a holistic approach. That means giving spiritual, mental, emotional and physical comfort to the patients, their families and their other caregivers.

What Is A Hospice Team?

A Beacon of Hope **hospice** team is a group of people who understand the special goals of **hospice** care. The team includes doctors, nurses, social workers, spiritual counselors, home health aides, bereavement counselors and volunteers.

The **hospice** team helps patients live their days with dignity and with as much physical comfort and that they work with tenants that has alzheimers, disability etc. Tenant does not have to be terminally ill.

The tenants was advised not to open any doors to anyone unless it is for their guest.

There was a discussion regarding the use of the community room for parties. One tenant suggested there is no parking available when there is a party and wanted the guest to car pool to the party.

A discussion on renters insurance also. A section 8 tenant suggested that every tenant should purchase renters insurance. Management also thought that was an excellent suggestion because the city deductible was very costly, wouldn't cover much. A tenant suggested that all of tenants should use the "**I AM OK SIGNS**" daily. All tenants are given an "I am ok sign" to put out when they arise to let it be known that they are ok on a daily basis at Ridgeway Towers.

Ethel also advised all tenants that if they are moving they need to give a thirty-day notice and it should be given at the end of the month. Example: notice for April should be given on the 28th of February.

Also guest and pets can only spend the night 14-nights out of the year.

There is still a \$50.00 deduction offered off the rent if someone is referred by a tenant and rents the apartment. After the third month the rent will be deducted from the persons rent that made the referral.

Meeting adjourned at 4:30pm