



(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.

6.0

Copies of RIHA's 5-Year and Annual PHA Plan are available at the central office cost center (main office) as well as at each AMP office.

**Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.** *Include statements related to these programs as applicable.*

Hope VI, Mixed Finance Modernization or Development: HUD approved RIHA's application to the Operating Fund Financing Program wherein the Authority is pursuing a special needs housing development financed through an OFFP/Mixed-Finance transaction whereby RIHA will leverage approximately \$2.6M (\$2M from AMP 18-4 Excess Cash and \$.6M of RHF funds) to acquire 33 ACC units in the proposed 70-unit development. The development may also include certain project-based (HCV) units. RIHA has procured a developer for this special needs facility. This transaction closed in early 2010. The total estimated cost of the project is \$13,000,000. The project – to be named IL01800001 – location is 2821 - 5<sup>th</sup> Street, Rock Island, IL and adjoining sites.

Demolition and/or Disposition: In April 2003, RIHA conducted an asset management assessment and developed an Asset Management Plan based on that assessment. As part of the Asset Management Plan, each property was evaluated based on its present and future value for current and future residents, the City, the community and RIHA. This Plan recommended options and suggestions to keep and maintain, keep and upgrade or demolish and replace each RIHA property.

Demolition and Disposition initiatives under consideration for action during Fiscal Year beginning 10/1/2010 are as follows:

According to the Asset Management Plan, Spencer Towers should be kept in the RIHA inventory and developed into a mixed-income housing opportunity. Ownership of the property should be transferred to RIHA's not-for-profit corporation. In moving forward with this Plan, RIHA may elect to apply to HUD for the disposition of Spencer Towers, the development referred to as IL018-006.

The Asset Management Plan also noted that, due to their ages, both Lincoln Homes and Manor Homes should be reevaluated in the 5 to 10 year period after 2003 to determine their long-term value and sustainability as viable properties. This assessment has been completed, and the physical condition of Lincoln Homes, IL018-003, requires that residents be relocated and the buildings be demolished. Manor Homes has been found to be at the end of its viable life. Rock Island Housing Authority may elect to make application to HUD for the disposition and/or demolition of Manor Homes, IL018-002, as well.

RIHA may also make application to HUD for the disposition of the Hickman Center, referred to as IL018-002-00.

RIHA should also develop new housing opportunities, as suggested in the Asset Management Plan, to stabilize the City's neighborhoods and provide additional options and opportunities for current and future residents over the long-term, which will be accomplished through the construction of new, in-fill housing. This housing may be part of RIHA's Section 32 Homeownership Plan and may require the demolition of existing, dilapidated buildings on in-fill sites.

7.0

Conversion of Public Housing: None of Rock Island Housing Authority's developments or portions of developments have been identified by HUD or RIHA as covered under Section 202 of the HUD FY1996 Appropriations Act.

Homeownership Programs: The RIHA homeownership program is supported by the RIHA residents, the community and the city and state governments. It is actively endorsed by the public and private partners and partnerships that have come together for this purpose and through the commitments of their time, talent and resources. Homeownership supports HUD's strategic goals and meets President George W. Bush's challenge to close the affordable housing gap, increasing homeownership for low-income families.

RIHA's major priority is to assist public housing residents in their efforts to become financially self-sufficient and less dependent upon direct government housing assistance. The RIHA Homeownership Program enables public housing residents, including low- and moderate-income persons, persons with disabilities, the elderly and minorities to transition to the American Dream of homeownership with a strong emphasis on supportive services focused on ensuring the long-term success of each participant. Since the program's inception, 10 Section 8 participants and one low-income public housing residents have purchased their own homes.

RIHA also operates a Homebuyer Incentive Program where low-income public housing families may be prepared to become homebuyers through classroom and real-world living experiences with a strong emphasis on successful, long-term ownership of the home. HIP assesses each family's needs, develops a plan for strengthening identified weaknesses, and assists each family with implementing its personal plan. Families take an active role in the care and maintenance of their unit, paying all utilities, budgeting their income to handle routine, as well as meeting unexpected, expenses. HIP participants will receive counseling and training in Aspects of household financial management and self-sufficiency including Budgets, Credit history, Mortgage affordability, homebuying, homebuying terminology, Mortgages and interest rates, Homebuyer rights, Real estate agents, Home selection, Appraisals, Homeowners' insurance, Settlement and closing costs, Importance of consistent monthly loan payments, Home maintenance, Foreclosures and Good housekeeping. Training will be provided by RIHA staff augmented by contracted community resources.

Project-Based Vouchers: RIHA currently has six project-based vouchers at the Sala Flats building, located at 1829 4<sup>th</sup> Avenue, Rock Island, Illinois. During the coming fiscal year, RIHA may elect to project-base vouchers at the Voss Brothers Lofts building, located at 219 21<sup>st</sup> Street, Rock Island, Illinois; RIHA would project-base the maximum number allowed by federal regulations on a tax credit property. RIHA may also elect to seek application for project-based vouchers for Douglas Park Place – at 7<sup>th</sup> Avenue and 9<sup>th</sup> Street, Rock Island - and its new Special Needs Facility – at 28<sup>th</sup> Avenue and 9<sup>th</sup> Street, Rock Island. All of these activities are consistent with actions described in this Agency Plan.

8.0	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.																																																																								
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> 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><b>See Attachment L (i018101)</b></p>																																																																								
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> 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><b>See Attachment M (i018m01)</b></p>																																																																								
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>																																																																								
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>Based on the City of Rock Island Consolidated Plan for FY2008-2013, the Comprehensive Housing Affordability Strategy dataset from the 2000 U.S. Census and its own low-income public housing and Section 8 waiting lists, RIHA has identified the following housing needs for our jurisdiction (the City of Rock Island):</p> <table border="1" data-bbox="467 772 1300 1163"> <thead> <tr> <th colspan="8">Housing Needs of Families in the Jurisdiction by Family Type</th> </tr> <tr> <th>Family Type</th> <th>Overall</th> <th>Affordability</th> <th>Supply</th> <th>Quality</th> <th>Accessibility</th> <th>Size</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td>Income &lt;= 30% of AMI</td> <td>2,679</td> <td>5</td> <td>5</td> <td>5</td> <td>3</td> <td>2</td> <td>4</td> </tr> <tr> <td>Income &gt;30% but &lt;=50% of AMI</td> <td>1,961</td> <td>5</td> <td>4</td> <td>5</td> <td>2</td> <td>2</td> <td>4</td> </tr> <tr> <td>Income &gt;50% but &lt;80% of AMI</td> <td>2,879</td> <td>4</td> <td>3</td> <td>5</td> <td>2</td> <td>2</td> <td>4</td> </tr> <tr> <td>Elderly</td> <td>2,372</td> <td>5</td> <td>4</td> <td>5</td> <td>4</td> <td>1</td> <td>4</td> </tr> <tr> <td>Families with Disabilities</td> <td>6,992 people</td> <td>4</td> <td>4</td> <td>5</td> <td>5</td> <td>2</td> <td>4</td> </tr> <tr> <td>Black</td> <td>2,501</td> <td>5</td> <td>5</td> <td>5</td> <td>3</td> <td>3</td> <td>4</td> </tr> <tr> <td>Hispanic</td> <td>632</td> <td>5</td> <td>5</td> <td>5</td> <td>3</td> <td>3</td> <td>4</td> </tr> </tbody> </table>	Housing Needs of Families in the Jurisdiction by Family Type								Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location	Income <= 30% of AMI	2,679	5	5	5	3	2	4	Income >30% but <=50% of AMI	1,961	5	4	5	2	2	4	Income >50% but <80% of AMI	2,879	4	3	5	2	2	4	Elderly	2,372	5	4	5	4	1	4	Families with Disabilities	6,992 people	4	4	5	5	2	4	Black	2,501	5	5	5	3	3	4	Hispanic	632	5	5	5	3	3	4
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9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p>In the upcoming year, RIHA plans on employing the following strategies for addressing the housing needs of the families living in our jurisdiction and on our waiting lists:</p> <p><u>NEED: Shortage of affordable housing for eligible populations</u></p> <p>RIHA will <b>maximize the number of affordable housing units</b> by continuing to employ effective maintenance and management policies to minimize the number of public housing units offline, keep turnover time for vacated public housing units low, keep renovation time low for public housing units, undertake measures to ensure access to affordable housing among families we assist regardless of required unit size and seek replacement of public housing units lost to the inventory through mixed finance development and Section 8 replacement housing.</p> <p>RIHA will also <b>maintain or increase Section 8 lease-up rates</b> through payment standards that allow families to rent throughout the City by marketing to owners outside of areas of minority and poverty concentration and by effectively screening Section 8 applicants.</p> <p>RIHA will <b>increase the number of affordable housing units</b> by applying for additional Section 8 units should they come available, leveraging affordable housing resources in the community through the creation of mixed finance housing, pursuing housing resources other than public housing or Section 8 tenant-based assistance and implement is Asset Management Plan which explores various opportunities including those listed above.</p> <p><u>NEED: Families at or below 30% AMI and Families at or below 50% AMI</u></p> <p>For these families, RIHA will <b>target assistance</b> by promoting the Family Self-Sufficiency Program and Escrow Accounts and will continue to employ admissions preferences for working families.</p> <p><u>NEED: Elderly families</u></p> <p>RIHA will <b>target assistance to elderly families</b> by seeking designation of public housing for the elderly, applying for special purpose vouchers targeted to the elderly should they become available and coordinating with providers of social services for the elderly.</p>																																																																								

<p>9.1</p>	<p><u>NEED: Families with disabilities</u></p> <p>RIHA will <b>target assistance to families with disabilities</b> by seeking designation of public housing for families with disabilities, applying for special purpose vouchers targeted to families with disabilities should they become available, affirmatively marketing to local non-profit agencies that assist families with disabilities, possibly implementing project-based Housing Choice Vouchers with preference to developments serving families with disabilities and developing housing for families with disabilities.</p> <p><u>NEED: Races or ethnicities with disproportionate housing needs</u></p> <p>To <b>increase awareness of PHA resources among these families</b>, RIHA will affirmatively market to races/ethnicities shown to have disproportionate housing needs. RIHA will market the Section 8 program to owners outside areas of poverty/minority concentrations to <b>affirmatively further fair housing</b>.</p> <p>RIHA chose the above-mentioned strategies based on funding constraints, the extent to which particular housing needs are met by other organization in the community, evidence of housing needs as demonstrated in the City of Rock Island Consolidated Plan for 2008-2013 as well as other information, the influence of the housing market on RIHA programs, community priorities regarding housing assistance, results of consultation with residents, the Resident Advisory Board, community leaders, advocacy groups, neighborhood groups and local government.</p>
<p>10.0</p>	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>In the last 5 years, RIHA has completed well over 50% of the initiatives detailed in the plan. It also invested considerable time and energy in preparing financially, organizationally and structurally to complete the remaining Asset Management Plan recommendations. RIHA's Asset Management Plan is included as part of the City of Rock Island Consolidated Plan, the New Old Chicago Redevelopment Plan, and the RiverVision Plan.</p> <p>The 2003 Asset Management Plan resulted in the following decisions:</p> <ul style="list-style-type: none"> <li>• Keep and upgrade Spencer Towers</li> <li>• Keep and maintain Sunset Heights</li> <li>• Maintain and monitor both Lincoln Homes and Manor Homes</li> <li>• Demolish and replace Valley Homes</li> <li>• Create a not-for-profit corporation to become an integral partner in the provision of quality housing to a board-based market</li> <li>• Dispose of the six single-family scattered site homes</li> <li>• Acquire vacant lots or existing properties and develop new in-fill housing opportunities</li> <li>• Implement a Section 8 Housing Choice Voucher Homeownership program allowing participants to use their vouchers to help meet first-time homeownership expenses</li> <li>• Develop a Relocation Plan in accordance with the Uniform Relocation Act (URA)</li> <li>• Develop supportive housing for special populations such as elderly, non-elderly persons with disabilities and other special needs populations. Projects could include independent living developments, condominium units and small group homes with supportive services</li> <li>• Redevelopment of the Voss Brothers Warehouse in two phases <ul style="list-style-type: none"> <li>○ Phase I: RIHA administrative offices and retail spaces</li> <li>○ Phase II: 35 mixed-income loft apartments</li> </ul> </li> <li>• Develop 50 to 100 new housing opportunities per year.</li> </ul> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>RIHA defines substantial deviations and significant amendments to be actions including:</p> <ul style="list-style-type: none"> <li>• Changes to rent or admissions policies or organization of the waiting list;</li> <li>• Changes in the use of Replacement Reserve Funds under the Capital Fund;</li> <li>• Changes in excess of 10% of the original work plan under the Capital Fund.</li> </ul> <p>Additions of non-emergency work items (items not included in the current Annual Statement or Five-Year Action Plan) and any changes with regard to demolition or disposition, designation, homeownership programs or conversion activities are not considered to be substantial deviations or significant amendments.</p>
<p>11.0</p>	<p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

**APPROVED CHANGES TO ADMISSIONS & CONTINUED OCCUPANCY POLICY**  
Approved additions to the Plan are the **blue text**. Approved deletions are **red, strikethrough text**.  
Text already in the Plan is plain.

**1. SCREENING**

RIHA will perform criminal background checks for all adult household members. If the results of the criminal background check indicate there may have been past criminal activity, but the results are inconclusive, RIHA **may will** request a fingerprint card and will request information from the National Crime Information Center.

**2. APPLICANT SUITABILITY**

A personal reference will be requested to complete a verification of the applicant's ability to care for the unit and avoid disturbing neighbors if no other documentation is available. ~~In these cases, the applicant will also be required to complete a checklist documenting their ability to care for the unit and to avoid disturbing neighbors.~~

**3. VIOLENCE AGAINST WOMEN ACT**

The term *bifurcate* means, with respect to a public housing or Section 8 lease, to divide a lease as a matter of law such that certain tenants can be evicted or removed while the remaining family members' lease and occupancy rights are allowed to remain intact.

All notices of lease termination will include a statement of the protection against termination provided by the Violence Against Women Reauthorization Act of 2005 (VAWA) for victims of domestic violence, dating violence or stalking. RIHA will also **make available include** a copy of form HUD-50066, Certification of Domestic Violence, Dating Violence or Stalking.

**4. APPLYING FOR ASSISTANCE**

At application, the family must provide all of the information necessary to establish family eligibility, and **RIHA may require documentation to determine** the amount of rent the family will pay.

Families may obtain application forms from RIHA's office during normal business hours. Families may also request – by telephone or by mail – that a form be sent to the family via first class mail **if the family resides outside of the Quad Cities metro area**.

**5. PURGING THE WAITING LIST**

To update the waiting list, RIHA will send an update request via first class mail to each family on the waiting list to determine whether the family continues to be interested in, ~~and to qualify for,~~ the program.

**7. UTILITIES**

HUD permits RIHA to pay the [utility] reimbursement to the family or directly to the utility provider. RIHA will make utility reimbursements to the utility company, **except in instances where a tenant family owes an outstanding balance on account to RIHA. In such instances, RIHA will apply the reimbursement amount to the outstanding tenant account balance before resuming payments to the utility company.**

**8. SOCIAL SECURITY NUMBERS AND BENEFITS**

For every family member ~~age 6 or older~~, the family must provide documentation of a valid social security number (SSN) or a self-certification stating that no SSN has been issued. RIHA will require documentation of the SSN within ~~60~~ **90** calendar days from the date of the family member's self-certification mentioned above. For individuals who are at least 62 years of age and are unable to submit the required documentation of their SSN within the initial ~~60~~ **90**-day period, RIHA will grant an additional ~~60~~ **90** calendar days to provide documentation.

If the family is unable to provide the document(s) [SSA benefit letter] or benefit information is not available through EIV, RIHA will help the applicant or resident request a benefit verification letter from SSA's website at [www.socialsecurity.gov](http://www.socialsecurity.gov) or ask the family to request one by calling SSA at 1-800-772-1213 ~~ask the family to obtain a benefit verification letter by either calling SSA at 1-800-772-1213, or by requesting it from [www.ssa.gov](http://www.ssa.gov)~~. Once the family has received the original benefit verification letter, they will be required to provide it to RIHA.

RIHA must terminate the lease if a resident family fails to provide the documentation or certification required for any family member who obtains a social security number, joins the family, ~~or reaches 6 years of age~~.

## 9. LEASING

Orientation: After unit acceptance but prior to occupancy, a RIHA representative will provide a lease orientation to the family. The head of household, spouse or **co-head** is required to attend.

Execution of the Lease: The head of household and spouse or co-head **as well as all household members age 18 and over** will be required to sign the public housing lease prior to admission.

## 10. INSPECTIONS

When applicable, RIHA will provide the tenant with a statement of charges to be made for maintenance and damage beyond normal wear and tear within ~~10~~ **30** business days of conducting the move-out inspection.

## 11. INTERIM REEXAMINATIONS

Families are required to report all increases in earned income **of \$100 or more per month**, including new employment, within 10 business days of the date the change takes effect.

~~If the family has reported zero income, RIHA will conduct an interim reexamination every month as long as the family continues to report that they have no income. Families switching rent determination method because of hardship circumstances shall be limited to one (1) rent switch within a twelve (12) month period. Such rent switches are subject to interim reexamination provisions as detailed in this policy.~~

## 12. NOTIFICATION OF TENANT RENT

The notice to the family ~~will~~ **may** include the Gross Monthly Income and Adjusted Income amounts that were used to calculate the tenant rent along with the tenant rent, Total Tenant Payment and Utility Allowance if applicable.

## 13. UNDER- OR OVERPAYMENTS

Increases in the tenant rent will be implemented only after the family has received 30 days' notice. **In instances where the family has underpaid rent, the increase will be implemented in the month following the date the change took place.** When a family refuses to repay monies owed to RIHA, RIHA ~~may~~ **will** utilize other available collection alternatives...

## 14. AIR CONDITIONING

RIHA ~~[has/has not]~~ installed air-conditioning.

## 15. BARRED INDIVIDUALS

The Executive Director of RIHA or his/her designee shall schedule and hold an informal conference with the barred individual within ~~15 five (5)~~ business days from the receipt of the written request to appeal. The Executive Director of RIHA or his/her designee shall notify the barred individual of the decision concerning his or her appeal within ~~seven (7) five (5)~~ business days of the informal conference.

## 16. RECORD RETENTION

During the term of each public housing tenancy, and for at least ~~three~~ ~~four~~ years thereafter, RIHA will keep all documents related to a family's eligibility, tenancy and termination. In addition, RIHA will keep the following records for at least ~~three~~ ~~four~~ years:

- An application from each ineligible family and notice that the applicant is not eligible;
- Lead-based paint records as required by 24 CFR 35, Subpart B;
- Documentation supporting the establishment of flat rents and the public housing maximum rent;
- Documentation supporting the establishment of utility allowances and surcharges;
- Documentation supporting PHAS scores;
- Accounts and other records supporting PHA budget and financial statements for the program; and
- Other records as determined by RIHA or as required by HUD.

## 17. TENANT LEASE

Security Deposit: Tenant agrees to pay a security deposit in the amount of \$100.00 ~~\$75.00 for multifamily developments and hi-rises~~. If it is determined that requiring such a deposit in the form of one lump sum payment prior to moving would work a hardship on the Tenant or prevent the Tenant from moving in, the Housing Authority will require \$50 be paid at move-in and the remaining amount be paid within two months' time ~~and the Tenant can agree, in writing, for the gradual accumulation of the total security deposit over a period of time not to exceed four months~~.

Zero Income: Families reporting ~~less than \$100 per month in total~~ zero income ~~will be scheduled for an interim reexamination monthly~~. Families will be required to provide information regarding their means of basic subsistence, such as food, utilities, transportation, etc. ~~on a monthly basis~~.

Changes in Family Composition: The Lease will NOT be revised to permit a changes of family composition resulting from a request to allow adult children or other persons who are not minor children of the head of household to move back into the unit without prior approval of the Housing Authority. ~~Approval will be granted, subject to the Housing Authority screening procedures, if it is determined that the move in of a single adult child is essential for the mental or physical health of the Tenant.~~

Rent Adjustments: In the case of a rent decrease, the adjustment will become effective on the first day of the month following the month in which the change occurred. ~~However, no decrease shall be made until the Executive Director or designee receives the third party verification(s)~~. In the case of a rent increase, when an increase in income occurs after a prior rent reduction and is reported within 10 days of the occurrence, the increase will become effective the first day of the 2<sup>nd</sup> month following the month in which ~~the Housing Authority notifies the Tenant of the increase~~ ~~the change was reported~~.

Guests: The tenant agrees not to give accommodations to long-term guests (~~in excess of~~ between 3 and 14 days) without the advance written consent of the Housing Authority.

Absent Household Members: Any member of the household will be considered permanently absent and shall be deleted from the Lease if he/she is away from the dwelling unit for more than 180 days ~~three (3) consecutive months~~ except as otherwise approved by the Executive Director or designee.

Barred Individuals: The tenant agrees to not allow or invite persons who have been banned/trespassed from Housing Authority property onto any Housing Authority development.

Grills: The tenant agrees to not keep any propane/gas grills on Housing Authority property.

Court Fees: All court costs and legal fees incurred by the Housing Authority in connection with the Tenant eviction will be charged to the Tenant ~~if the Housing Authority prevails on any part of its legal action against the Tenant~~.

## 18. RENT COLLECTION

Late Fees: ~~A late charge in the amount of \$25.00 will be added to the monthly rental payment for any rent not paid after the expiration of the 14 Day Notice of Termination for non-payment of rent (regardless if the fifteenth day (14th) is a holiday, Saturday or Sunday).~~

Payments After the Delinquency Date: The family may enter into a written agreement with the PHA or court to pay back all outstanding indebtedness, including unpaid maintenance charges and retro rent, plus incurred charges. ~~A tenant can only enter into a repayment agreement with the HA every six months.~~ Repayment agreements will not be entered into for delinquent rent. The option to enter into an agreement shall be solely at the discretion of the PHA. ~~Any such agreement must provide for a quick payout of debt, not to exceed three (3) months for the total payment.~~

Retroactive Rent Charges: ~~Retroactive rent charges will be due and payable within seven (7) days of written notice unless arrangements are made prior to this day to make installment payments. Normally retroactive rent installment payments must be computed not to exceed three (3) month pay off. If the amounts are large and the tenant will not be able to pay off the retro rent charge within three (3) months, a repayment schedule may be established allowing a longer period upon approval of the Executive Director to designate.~~

Vacated Tenants: ~~Vacated tenants will have sixty (60) days if a tenant vacates their unit and owes the HA a balance greater than the tenant's security deposit. The tenant shall make arrangements to pay the balance owed within sixty (60) days of vacating the unit. Accounts will be reported to the Credit Bureau and collection action will be taken after the expiration of this time period.~~

Other Charges: The resident agrees to pay for all repairs made to the unit due to resident damage or neglect. ~~The resident must pay such charges at the first day of the second month following the charge.~~

## 19. TRANSFERS

Emergency Transfers: Emergency transfers are mandatory for the tenant.

~~In the event of a fire, accident or natural disaster that results in the dwelling unit becoming uninhabitable, the resident will be offered alternative accommodations within the neighborhood if a rentable unit in the appropriate size is available. If the appropriate size is not available, the family may be over housed but placed on the transfer list with the transfer being accomplished at the appropriate time. If no unit is available within the neighborhood, the family may be transferred to an appropriate unit available at another Housing Authority-owned neighborhood. If the move is to a site where residents purchase all or some utilities, the resident will pay the cost of any deposit required by the utility company.~~

~~When a resident is transferred because the unit has become uninhabitable, the management of the Housing Authority shall determine the cause of the condition of the unit for the purpose of deciding whether relocation assistance may be offered to the resident and whether the transfer shall be considered permanent. Based on this determination, the following actions will be taken:~~

- ~~1. If the condition of the unit is the fault of the Housing Authority, the resident shall be provided with relocation assistance such as the cartage of household goods, the cost and methods of which are to be determined by management. The resident will normally be offered the opportunity to return to his original unit at his own expense, assuming that the unit can be rehabilitated and is still the appropriate size for the family.~~
- ~~2. If the condition of the unit is the fault of neither the Housing Authority nor the resident, as in the case of a natural disaster, the Housing Authority may provide such relocation assistance as management deems appropriate. A transfer to a correctly sized apartment will be considered permanent.~~

~~3. If the condition of the unit was caused by the resident, his family or guests, no relocation assistance will be provided and the resident may be charged for all damages to Housing Authority property. A transfer to a correctly sized apartment will be considered permanent.~~

Transfers to Make an Accessible Unit Available: When a non-accessible unit becomes available, RIHA will transfer a family living in an accessible unit not requiring the accessible features to an available unit that is not accessible. RIHA may wait until a disabled resident requires the accessible unit before transferring the family not requiring the accessible features out of the accessible unit.

~~The dwelling lease states what type of unit the resident family is residing in. If the unit leased is a handicapped designated unit and the tenant family occupying the unit is not a family with disabled individuals, the tenant agrees to transfer to a non-handicapped unit if and when the unit is needed for a handicapped family.~~

~~RIHA may from time to time have an excess of handicapped accessible units. In an effort to get the best use of all units RIHA may from time to time rent a handicapped designated unit to a family that has no disabled members. RIHA will advise the family of the requirements to transfer if and when a handicapped designated family is determined eligible. If the family selected for the unit decides not to accept the unit because of the requirement to move at some date in the future, the refusal shall not count against the family.~~

~~This section establishes both that the Housing Authority has an obligation to transfer non-handicapped residents residing in handicapped designated units to non-handicapped designated units and that the non-handicapped families are obligated to accept such transfers. These will be made in accordance with the following principles:~~

- ~~1. Transfers into a non-handicapped designated unit will be made within the same neighborhood unless that size unit does not exist on the site.~~
- ~~2. Transfers to a non-handicapped designated unit may be made outside of the same neighborhood with tenant consent or unless no vacancies are expected within the same neighborhood within the next thirty (30) days.~~
- ~~3. Management may, at its discretion, separate a single household into multiple households if sufficiently large units are not available or if management and the family determines this to be in the interest of both the family and the neighborhood. Based on the selection criteria for new admissions, management shall determine that each smaller family unit is eligible by HUD definition and contain a legal leaseholder capable of discharging lease obligations.~~
- ~~4. The non-handicapped family may be provided with relocation assistance such as cartage of household goods, and relocation expenses, the costs and methods of which are to be determined by management.~~
- ~~5. For the purposes of determining the priorities for transfers, this type of transfer shall be considered a Housing Authority initiated transfer.~~

Occupancy Standards Transfers: RIHA will transfer a family when the family size has changed and the family is now too large (overcrowded) or too small (over-housed) for the unit occupied. RIHA may elect not to transfer an over-housed family in order to prevent vacancies. A family that is required to move because of family size will be advised by RIHA that a transfer is necessary and that the family has been placed on the transfer list. Families that request and are granted an exception to the occupancy standards (for either a larger or smaller size unit) in accordance with the policies in Section 5-I.C. will only be required to transfer if it is necessary to comply with the approved exception.

~~These will be made in accordance with the following principles:~~

- ~~1. Determination of the correctly sized apartment shall be in accordance with the Housing Authority's Occupancy Standards.~~
- ~~2. Transfers into the appropriately sized unit will be made within the same neighborhood unless that size unit does not exist on the site.~~
- ~~3. RIHA may, at its discretion, separate a single household into multiple households if sufficiently large units~~

~~are not available or if management and the family determine this to be in the interest of both the family and the neighborhood. Based on the selection criteria for new admissions, management shall determine that each smaller family unit is eligible by HUD definition and contains a leaseholder capable of discharging lease obligations.~~

- ~~4. The number of units offered to a family transferring will be one (1) unless there is a hardship situation as determined by PHA. If the resident refuses the dwelling unit offered, the lease may be terminated by management.~~
- ~~5. Families with children in school being transferred outside their current neighborhood will not be required to move until the current school year is finished if the Housing Authority determined that a transfer would cause a hardship to the family.~~
- ~~6. Transfers shall be made to correct occupancy standards and shall take precedence over new admissions.~~
- ~~7. Upon redetermination, the resident will be notified of any transfer to another dwelling unit and that such dwelling is available. Tenant must respond to RIHA within five (5) days of receipt of notification of unit availability. Tenant must occupy the new unit within 10 days of response to PHA.~~

Demolition, Disposition, Revitalization or Rehabilitation Transfers: These transfers permit RIHA to demolish, sell or do major capital or rehabilitation work at a building site [PH Occ GB, page 148].

In cases of revitalization or rehabilitation, the family may be offered a temporary relocation if allowed under Relocation Act provisions, and may be allowed to return to their unit, depending on contractual and legal obligations, once revitalization or rehabilitation is complete.

~~If a site requires modernization type work that necessitates vacating apartments, the affected resident will be relocated at the Housing Authority's expense in available vacant units within the Housing Authority. If determined feasible by management, the Housing Authority will attempt to relocate affected residents into vacant units within the site. Other decisions related to modernization transfers will be made by RIHA Board of Commissioners and the Executive Director or his/her designee. The Housing Authority may suspend normal transfer procedures to facilitate modernization type activities.~~

Resident Requested Transfers: The types of requests for transfers that RIHA will consider are limited to requests for transfers to alleviate a serious or life threatening medical condition, transfers due to a threat of physical harm or criminal activity, reasonable accommodation, transfers to a different unit size as long as the family qualifies for the unit according to RIHA's occupancy standards, and transfers to a location closer to employment. No other transfer requests will be considered by RIHA.

RIHA will consider the following as **high priority** transfer requests:

When a transfer is needed to alleviate verified medical problems of a serious or life-threatening nature.

~~Transfers for Approved Medical Reasons—A resident who desires to relocate on advice of a physician may request a transfer with RIHA, however, the resident must provide RIHA with verification from an approved physician.~~

When there has been a verified threat of physical harm or criminal activity. Such circumstances may, at RIHA's discretion, include an assessment by law enforcement indicating that a family member is the actual or potential victim of a criminal attack, retaliation for testimony, a hate crime or domestic violence, dating violence, sexual assault or stalking.

When a family requests a transfer as a reasonable accommodation. Examples of a reasonable accommodation transfer include, but are not limited to, a transfer to a first floor unit for a person with mobility impairment or a transfer to a unit with accessible features.

RIHA will consider the following as **regular priority** transfer requests:

When a family requests a larger bedroom size unit even though the family does not meet RIHA's definition of overcrowded, as long as the family meets RIHA's occupancy standards for the requested size unit

When the head of household or spouse is employed 25 miles or more from the unit, has no reliable transportation and public transportation is not adequate.

Eligibility for Transfer: Transferring residents do not have to meet the admission eligibility requirements pertaining to income or preference. However, RIHA may establish other standards for considering a transfer request [PH Occ GB, p. 150].

Except where reasonable accommodation is being requested, RIHA will only consider transfer requests from residents that meet the following requirements:

Have not engaged in criminal activity that threatens the health and safety of residents and staff

Owe no back rent or other charges, or have a pattern of late payment

Have no housekeeping lease violations or history of damaging property

Can get utilities turned on in the name of the head of household (applicable only to properties with tenant-paid utilities)

A resident with housekeeping standards violations will not be transferred until the resident passes a follow-up housekeeping inspection.

Exceptions to the good record requirement may be made when it is to RIHA's advantage to make the transfer.

If a family requested to be placed on the waiting list for a unit size smaller than designated by the occupancy guidelines, the family will not be eligible to transfer to a larger size unit for a period of two years from the date of admission, unless they have a change in family size or composition or it is needed as a reasonable accommodation.

Handling Transfer Requests: Residents requesting a transfer to another unit or development will be required to submit a written request for transfer. In case of a reasonable accommodation transfer, RIHA will encourage the resident to make the request in writing using a reasonable accommodation request form. However, RIHA will consider the transfer request any time the resident indicates that an accommodation is needed whether or not a formal written request is submitted.

RIHA will respond by approving the transfer and putting the family on the transfer list, denying the transfer or requiring more information or documentation from the family. If the family does not meet the "good record" requirements under Section 12-III.C., the manager will address the problem and, until resolved, the transfer request will be denied. RIHA will respond within 10 business days of the submission of the family's request. If RIHA denies the request for transfer, the family will be informed of its grievance rights.

Transfer List: Transfers will be processed in the following order:

1. Emergency transfers (hazardous maintenance conditions)
2. High-priority transfers (verified medical condition, threat of harm or criminal activity and reasonable accommodation)
3. Transfers to make accessible units available
4. Demolition, renovation, etc.
5. Occupancy standards
6. Other RIHA-required transfers
7. Other tenant-requested transfers

~~Within the eligible types of transfers, transfers shall be performed according to the following priorities:~~

- ~~1. Housing Authority initiated transfers;~~
- ~~2. Reasonable Accommodation transfers;~~
- ~~3. Residents who are underhoused by two bedrooms;~~
- ~~4. Medical transfers;~~
- ~~5. Residents who are overhoused by two bedrooms;~~
- ~~6. Residents who are underhoused by one bedroom;~~
- ~~7. Residents who are overhoused by one bedroom.~~

Transfers will take precedence over waiting list admissions.

~~The first three priorities always have priority over new move ins.~~

~~The remainder shall be prioritized based on the need established by RIHA. In the case of an involuntary transfer, the date will be that on which management verifies that the change occurred. Management reserves the right to immediately transfer any family who has misrepresented family circumstances or composition. Whenever feasible, transfers will be made within a resident's current dwelling area.~~

Transfer Offer Policy: Residents will receive one offer of a transfer. When the transfer is required by RIHA, refusal of that offer without good cause will result in lease termination. [When the transfer has been requested by the resident, refusal of that offer without good cause will result in the removal of the household from the transfer list.](#)

## **TRANSFER PROCEDURES**

~~The Executive Director or other designated staff shall:~~

- ~~1. Prepare and prioritize a transfer list for each neighborhood monthly.~~
- ~~2. Notify residents by letter of their pending transfers or approval of transfer request.~~
- ~~3. Determine whether a vacancy is used for transfer or move in.~~
- ~~4. Maintain transfer logs and records for audit.~~
- ~~5. Notify residents with pending transfers as their name approaches the top of the list.~~
- ~~6. Conduct home visits at the current dwelling unit for housekeeping.~~
- ~~7. Counsel with residents experiencing problems with transfers, assisting hardship cases to find assistance.~~
- ~~8. Participate in evaluation of requests for transfer based on approved medical reasons.~~
- ~~9. Issue final offer of vacant apartment as soon as vacant apartment is identified.~~
- ~~10. Issue notice to transfer as soon as vacant apartment is available for occupancy. This notice will give the resident five (5) days to respond to RIHA and 10 days to complete transfer.~~
- ~~11. Process transfer documents to appropriate PHA staff.~~
- ~~12. Participate in planning and implementation of special transfer systems for modernization and other similar programs.~~
- ~~13. Inspect both apartments involved in the transfer, charging for any resident abuse.~~

~~The family shall:~~

- ~~1. Pay all outstanding charges due RIHA. The resident's security deposit may be transferred to the new dwelling unit provided RIHA does not claim all or any part of the security deposit. The resident shall pay all or any part of the security deposit required for the new dwelling unit, to either replace or supplement the~~

~~security deposit from the original dwelling unit, or any balance remaining after any claims are made by RIHA.~~

~~2. Sign a new lease.~~

~~Only one (1) offer of an apartment will be made to each resident being transferred within his or her own neighborhood. A resident being transferred outside his or her own neighborhood will be allowed to refuse one offer only. In the case of a family being transferred from a unit which is uninhabitable, incorrectly sized, or scheduled for major repairs, failure to accept the unit offered, or the second unit offered in the case of a transfer outside the neighborhood, will be grounds for termination of the lease. When a person who has requested a transfer for approved medical reasons declines the offer of such an apartment, the Housing Authority is not obligated to make any subsequent offers. The Housing Authority will notify the resident in such cases that the Housing Authority has discharged its obligations to the resident, that he remains in the apartment at his own risk, and that the Housing Authority assumes no liability for his condition.~~

~~Any resident aggrieved by any action or inaction of RIHA relative to his/her transfer request may file a request for a hearing in accordance with the Grievance Procedure.~~

Deconcentration: If subject to deconcentration requirements, RIHA will consider its deconcentration goals when transfer units are offered. When feasible, families above the Established Income Range will be offered a unit in a development that is below the Established Income Range, and vice versa, to achieve RIHA's deconcentration goals. A deconcentration offer will be considered a "bonus" offer; that is, if a resident refuses a deconcentration offer, the resident will receive one additional transfer offer.

**APPROVED CHANGES TO ADMINISTRATIVE PLAN FOR SECTION 8**  
Approved additions to the Plan are the **blue text**. Approved deletions are **red, strikethrough text**.  
Text already in the Plan is plain.

**1. NONDISCRIMINATION**

RIHA shall not discriminate because of race, color, sex, religion, familial status, age, disability or national origin (called “protected classes”). **In addition to the above-mentioned protected classes and in accordance with the State of Illinois Declaration of Policy, RIHA will not discriminate on the basis of marital status, sexual orientation, ancestry, military status or unfavorable discharge from military service in connection with employment, real estate transactions, access to financial credit and the availability of public accommodations.**

**2. VIOLENCE AGAINST WOMEN ACT**

The term *bifurcate* means, with respect to a public housing or Section 8 lease, to divide a lease as a matter of law such that certain tenants can be evicted or removed while the remaining family members’ lease and occupancy rights are allowed to remain intact.

RIHA may utilize any or all of the following means to notify owners of their VAWA responsibilities: as appropriate in day-to-day interactions **or correspondence** with owners and managers; inserts in HAP payments, 1099s, owner workshops, classes, orientations and/or newsletters; or signs in RIHA lobby and/or mass mailings which include model VAWA certification forms.

**3. AFFIRMATIVELY FURTHERING FAIR HOUSING**

To further meet the needs of families who qualify as protected classes as well as those who do not, RIHA may operate a Family Unification Program **and/or provide Rental Assistance for Non-Elderly Persons with Disabilities** should funding become available from HUD. As such, in specific response to FUP **and to Rental Assistance for Non-Elderly Persons with Disabilities**, RIHA would take reasonable steps to affirmatively further fair housing for protected classes in regards to these programs that include, but are not limited to:

- Identifying and ensuring certification of FUP-eligible families that may be on RIHA’s waiting list and ensuring that the family maintains its original position on the waiting list after certification;
- Appropriately placing all FUP-eligible families referred from the Illinois Department of Children and Family Services (IDCFS) on the HCV waiting list in order of first come, first served;
- Providing services for persons with disabilities discussed in the MOU submitted with the application for FUP funding. IDCFS will provide all services to persons with disabilities discussed in the MOU;
- **Examining these programs and identifying any impediments to fair housing choice within them, addressing the impediments in a reasonable fashion in view of available resources;**
- **Working with the City of Rock Island to implement any of the City’s initiatives to affirmatively further fair housing that require RIHA’s involvement;**
- **Maintaining records reflecting these analyses and actions;**
- **Helping Rental Assistance for Non-Elderly Persons with Disabilities program applicants and participants, where requested by an individual, gain access to supportive services available within the community, but not requiring eligible applicants or participants to accept such supportive services as a condition of continued participation in the program;**
- **Identifying public and private funding sources to assist participants with disabilities in the Rental Assistance for Non-Elderly Persons with Disabilities program in covering the costs of structural alterations and other accessibility features that are needed as accommodations for their disabilities;**

- Not denying other housing opportunities or otherwise restricting access to RIHA programs to eligible applicants who choose not to participate in the Rental Assistance for Non-Elderly Persons with Disabilities program;
- Approving higher rents to owners that provide accessible units with structural modifications for persons with disabilities in accordance with rent reasonableness requirements for applicants and participants of both programs;
- Providing technical assistance, through referrals to local fair housing and equal opportunity offices, to owners interested in making reasonable accommodations or units accessible to persons with disabilities for applicants and participants of both programs;
- Providing housing search assistance in accordance with 24 CFR Section 8.28(a)(3) for applicants and participants of both programs; and

Informing applicants ~~and/or participants of both programs~~ on how to file a fair housing complaint including the provision of the toll free number for the Housing Discrimination Hotline (800-669-9777) and the Federal Information Relay Service (800-887-8339) ~~for persons with hearing or speech impairments.~~

#### 4. NEAR ELDERLY PERSONS

A *near-elderly person* is a person who is 50 to ~~60~~ 61 years of age.

#### 5. SOCIAL SECURITY NUMBERS

For every family member ~~age 6 or older~~ the family must provide documentation of a valid Social Security Number (SSN) or a self-certification stating that no SSN has been issued.... If any member of the family ~~who is at least six years of age~~ obtains a previously undisclosed SSN, or has been assigned a new SSN, the documentation must be submitted ~~within 90 days of request from RIHA at the family's next regularly scheduled reexamination.~~

RIHA will require documentation of the SSN within ~~90~~ 60 calendar days from the date of the family member's self-certification mentioned above. For individuals who are at least 62 years of age and are unable to submit the required documentation of their SSN within the initial ~~90~~ 60-day period, RIHA will grant an additional ~~90~~ 60 calendar days to provide documentation.

If any family member obtains an SSN after admission to the program, the new SSN must be disclosed at the next regularly scheduled reexamination. ~~In addition, if a child reaches the age of 6 and has no SSN, the parent or guardian must execute a self-certification stating that the child has no SSN at the next regularly scheduled reexamination.~~

RIHA must terminate assistance if a participant family fails to provide the documentation or certification required for any family member who obtains a social security number, joins the family ~~within 90 days of the request for such information and any authorized extensions~~ ~~, or reaches 6 years of age.~~

#### 6. SEX OFFENDERS

RIHA will deny assistance to an applicant family if:

- Any household member is subject to a lifetime registration requirement under a state sex offender registration program;
- Any household member is subject to a mandatory registration requirement of any length under a state sex offender registration program; or
- Any household member has been convicted of any criminal sex offense.

RIHA will terminate a participant family's assistance if:

- Any household member is subject to a lifetime registration requirement under a state sex offender registration program;

- Any household member is subject to a mandatory registration requirement of any length under a state sex offender registration program; or
- Any household member has been convicted of any criminal sex offense.

## 7. APPLICANTS

Applying for Assistance: HUD permits RIHA to determine the format and content of HCV applications, as well how such applications will be made available to interested families and how applications will be accepted by RIHA. However, RIHA must include Form HUD-90026 Supplement to Application for Federally Assisted Housing as part of its application.

Families may obtain application forms from RIHA's office during normal business hours when the waiting list is open. ~~Families may also request—by telephone or by mail—that a form be sent to the family via first class mail.~~

Completed applications must be ~~submitted returned~~ to RIHA ~~by mail, by fax, or submitted~~ in person during normal business hours when the waiting list is open and applications are being accepted.

Social Security/SSI Benefits: To verify the SS/SSI benefits of applicants, RIHA will request a current (dated within the last 60 days) SSA benefit verification letter from each family member that receives social security benefits. If the family is unable to provide the document(s), RIHA will help the applicant request a benefit verification letter from SSA's website at [www.socialsecutiry.gov](http://www.socialsecutiry.gov) or ask the family to request ~~one a benefit verification letter by either~~ by calling SSA at 1-800-772-1213, ~~or by requesting it from www.ssa.gov.~~ Once the applicant has received the benefit verification letter they will be required to provide it to RIHA.

Updating the Waiting List: To update the waiting list, RIHA will send an update request via first class mail to each family on the waiting list to determine whether the family continues to be interested in, ~~and to qualify for,~~ the program.

If a family is removed from the waiting list for failure to respond, ~~the Executive Director~~ RIHA may reinstate the family if ~~it s/he~~ determines the lack of response was due to RIHA error, or to circumstances beyond the family's control.

Domestic Violence Preference Point: RIHA will offer a local preference to families that have been subjected to domestic violence, dating violence or stalking or have been victimized by a member of the family or household within the past 6 months.

The following criteria are used to establish a family's eligibility for this preference:

- Actual or threatened physical violence directed against the applicant or the applicant's family by a spouse or other household member who lives in the unit with the family. ~~The actual or threatened violence must have occurred within the past 30 days or be of a continuing nature.~~

## 8. PARTICIPANTS

Family Obligations: The family must comply with lease requirements regarding written notice to the owner. The family must provide 30 days' written notice to RIHA ~~at the same time the owner is notified.~~

Voucher: When a Request for Tenancy Approval and proposed lease is received by RIHA, RIHA will ~~not~~ deduct the number of days required to process the request from the 60-day term of the voucher.

Once a family's housing choice voucher term (including any extensions) expires, the family is no longer eligible to search for housing under the program. If the family still wishes to receive assistance, RIHA may require that the family reapply, or may place the family on the waiting list with a new application date but without requiring reapplication, if the waiting list is open. Such a family does not become ineligible for the program on the grounds that it was unable to locate a unit before the voucher expired [HCV GB p. 8-13].

If an applicant family's voucher term or extension expires before the family has submitted a Request for Tenancy Approval (RTA), RIHA will require the family to reapply for assistance **if the waiting list is open**. ~~If an RTA that was submitted prior to the expiration date of the voucher is subsequently disapproved by RIHA (after the voucher term has expired), the family will be required to reapply for assistance.~~

Income: Temporary, nonrecurring or sporadic income (including gifts) is not included in annual income. Sporadic income includes temporary payments from the U.S. Census Bureau for employment lasting no longer than 180 days [Notice PIH 2009-19].

However, lump-sum receipts for the delayed start of periodic social security or supplemental security income (SSI) payments are not counted as income [CFR 5.609(b)(4)]. **Additionally, any deferred disability benefits that are received in a lump sum or in prospective monthly amounts from the Department of Veterans Affairs are to be excluded from annual income [FR Notice 11/24/08].**

Payments received for the care of foster children or foster adults (usually persons with disabilities, unrelated to the assisted family, who are unable to live alone) [24 CFR 5.609(c)(2)] are excluded from annual income. **Kinship guardianship assistance payments (Kin-GAP) and other similar guardianship payments are treated the same as foster care payments and are likewise excluded from annual income [Notice PIH 2008-30].**

**Lump sums or prospective monthly amounts received as deferred disability benefits from the Department of Veterans Affairs (VA) [FR Notice 11/24/08] are excluded from annual income.**

If the family is unable to provide the document(s) [SS/SSI benefit letter], RIHA will **help the participant request a benefit verification letter from SSA's website at [www.socialsecutiry.gov](http://www.socialsecutiry.gov) or ask the family to request one a benefit verification letter by either** by calling SSA at 1-800-772-1213, ~~or by requesting it from [www.ssa.gov](http://www.ssa.gov).~~ Once the participant has received the benefit verification letter they will be required to provide it to RIHA.

Families claiming to have no annual income will be required to execute **a statement of zero income outlining monthly household expenses and may be required to execute** verification forms to determine that certain forms of income such as unemployment benefits, TANF, SSI, etc. are not being received by the household. **These families will be required to execute the statement of zero income every two months.**

Financial Hardships: ~~The financial hardship rules described below do not apply in this jurisdiction because RIHA has established a minimum rent of \$0.~~

HAP Contracts: The maximum length of time that a HAP may be abated is ~~90~~ 60 days.

Rent or Lease Changes: **Changes to the lease will only be accepted once a year.** If the tenant and the owner agree to any changes in the lease, such changes must be in writing, and the owner must **provide a copy of such changes to RIHA 60 days prior to the effective date of the tenant's annual reexamination** ~~immediately give RIHA a copy of such changes~~. The lease, including any changes, must remain in accordance with the requirements of this chapter.

**Requests for rent increases will only be accepted once a year and must be received by RIHA no later than 60 days prior to the effective date of the tenant's annual reexamination.** When the owner is requesting a rent increase, RIHA will determine whether the requested increase is reasonable within 10 business days of receiving the request from the owner.

Rent increases will go into effect on the **effective date of the tenant's annual reexamination** ~~first of the month following the 60-day period after the owner notifies RIHA of the rent change or on the date specified by the owner, whichever is later.~~

Port-Outs: The initial PHA is required to send the receiving PHA the following documents:

- o Social security numbers (SSNs)
- o Documentation of SSNs for all family members ~~age 6 and over~~
- o Documentation of legal identity
- o Documentation of citizenship or eligible immigration status
- o Documentation of participation in the earned income disallowance (EID) benefit
- o Documentation of participation in a family self-sufficiency (FSS) program
- o A copy of the family's current EIV data

### ~~Subsequent Family Moves~~

~~*Within the Receiving PHA's Jurisdiction [24 CFR 314(e)(1), Notice PIH 2005-1]*~~

~~The initial PHA has the authority to deny subsequent moves by portable families whom it is assisting under portability billing arrangements if it does not have sufficient funding for continued assistance.~~

~~If the PHA determines that it must deny moves on the grounds that it lacks sufficient funding (see section 10 I.B), it will notify all receiving PHAs with which it has entered into portability billing arrangements that they, too, must deny moves to higher cost units by portable families from the PHA's jurisdiction.~~

~~The PHA will allow exceptions to this policy for purposes of reasonable accommodation of a family member who is a person with disabilities.~~

~~*Outside the Receiving PHA's Jurisdiction [Notice PIH 2004-12]*~~

~~If the initial PHA is assisting a portable family under a billing arrangement and the family subsequently decides to move out of the receiving PHA's jurisdiction, the initial PHA is responsible for issuing the family a voucher while the family is either being assisted or has a voucher from the receiving PHA and, if the family wishes to port to another jurisdiction, sending form HUD-52665 and supporting documentation to the new receiving PHA. Any extensions of the initial PHA voucher necessary to allow the family additional search time to return to the initial PHA's jurisdiction or to move to another jurisdiction would be at the discretion of the initial PHA.~~

The receiving PHA is required to notify the initial PHA, using form HUD-52665, of any change in the billing amount for the family... ~~If the receiving PHA fails to send Form HUD-52665 within 10 days of effective date of billing changes, the initial PHA is not responsible for any increase prior to notification.~~

Reexaminations: RIHA will begin the annual reexamination process a maximum of 120 days in advance of its scheduled effective date.

RIHA is required to obtain the information needed to conduct annual reexaminations. How that information will be collected is left to the discretion of RIHA. ~~However, RIHA should give tenants who were not provided the opportunity the option to complete Form HUD-90026 Supplement to Application for Federally Assisted Housing at this time [Notice PIH 2009-36].~~

RIHA-initiated interim reexaminations are those that are scheduled based on circumstances or criteria defined by RIHA. They are not scheduled because of changes reported by the family.... ~~If the family has reported zero income, RIHA will conduct an interim reexamination every 3 months as long as the family continues to report that they have no income.~~

Families are required to report all increases in earned income of \$100 or more per month, including new employment, within 10 business days of the date the change takes effect.

If a family fails to report a change within the required time frames, or fails to provide all required information within the required time frames ~~the 30 day notice period will be waived, and the increase will be applied retroactively, to the first of the month following the actual start date of the change date it would have been effective had the information been provided on a timely basis.~~ The family will be responsible for any overpaid subsidy and may be offered a repayment agreement in accordance with the policies in Chapter 16.

RIHA must notify the owner and family of any changes in the amount of the HAP payment [HUD-52641, HAP Contract].... The notice to the family ~~may will~~ include the annual and adjusted income amounts that were used to calculate the family share of the rent and the housing assistance payment. The notice also will state the procedures for requesting an informal hearing.

Absence from the Unit: If the head of household is absent from the unit for more than ~~180 90~~ consecutive days and no other adult 18 years of age or older is on the lease who can assume head of household, the family's assistance will be terminated.

Hearings: Circumstances for which RIHA must give a participant family an opportunity for an informal hearing include:

- A determination that a ~~certificate program~~ family is residing in a unit with a larger number of bedrooms than appropriate for the family unit size under RIHA's subsidy standards, or RIHA determination to deny the family's request for exception from the standards

Whenever a participant requests an informal hearing, RIHA ~~may will automatically~~ mail a letter to the participant requesting a copy of all documents that the participant intends to present or utilize at the hearing.

RIHA has designated the Resident Services Coordinator, ~~FSS Coordinators~~, and local members of the ~~community elergy~~ to serve as hearing officers.

## 9. OWNERS

RIHA will actively recruit property owners with property located outside areas of poverty and minority concentration. These outreach strategies ~~may will~~ include:

- Distributing printed material about the program to property owners and managers;
- Contacting property owners and managers by phone or in-person;
- Holding owner recruitment/information meetings at least once a year;
- Participating in community based organizations comprised of private property and apartment owners and managers; or
- Developing working relationships with owners and real estate brokers associations.

## 10. DEBTS OWED

When an owner or participant refuses to repay monies owed to RIHA, RIHA ~~may will~~ utilize other available collection alternatives...

If the owner refuses to repay the debt, enter into a repayment agreement or breaches a repayment agreement, RIHA will ban the owner from future participation in the program and ~~may~~ pursue other modes of collection.

If the family refuses to repay the debt, enter into a repayment agreement, or breaches a repayment agreement, RIHA will terminate the assistance upon notification to the family and ~~may~~ pursue other modes of collection.

~~In the case of the family, the head of household and spouse/co-head (if applicable) must sign the repayment agreement. The owner will be required to sign the repayment agreement in the case of owner debt to RIHA.~~

~~If the payment is not received by the due date of the delinquency notice, it will be considered a breach of the agreement. In the case of the family, RIHA will terminate assistance upon written notification to the family and may pursue other modes of collection. In the case of the owner, RIHA will ban the owner from future participation in the program and may pursue other modes of collection.~~

~~If a family receives 3 delinquency notices for unexcused late payments in a 12 month period, the repayment agreement will be considered in default. In the case of the family, RIHA will terminate assistance upon written notification to the family and may pursue other modes of collection. In the case of the owner, RIHA will ban the owner from future participation in the program and may pursue other modes of collection.~~

## 11. PROJECT-BASED VOUCHERS

RIHA may not attach or pay PBV assistance to: shared housing units;...nursing homes;...units that are owned or controlled by an educational institution or its affiliate and are designated for occupancy by students; manufactured homes; ~~cooperative housing~~; and transitional housing. HQS requirements for shared housing, ~~cooperative housing~~, manufactured home space rental, and the homeownership option do not apply because these housing types are not assisted under the PBV program.

### ~~High-rise Elevator Projects for Families with Children [24 CFR 983.53(b)]~~

~~RIHA may use high-rise elevator building for families with children if it makes a determination that there is no practical alternative and HUD approves RIHA determination. RIHA may make this initial determination for its project-based voucher program, in whole or in part, and need not review each project on a case-by-case basis, and HUD may approve on the same basis. RIHA will not use high-rise elevator projects for families with children.~~

Cap on Number of PBV Units in Each Project Building; 25 Percent per Project Building Cap: In general, RIHA may not select a proposal to provide PBV assistance for units in a project building or enter into an agreement to enter into a HAP or a HAP contract to provide PBV assistance for units in a project building, if the total number of dwelling units in the project building that will receive PBV assistance during the term of the PBV HAP contract is more than 25 percent of the number of dwelling units (assisted or unassisted) in the project building.

Exceptions to 25 Percent per Project Building Cap: Exceptions are allowed and PBV units are not counted against the 25 percent per project building cap

RIHA must submit the necessary documentation to HUD for a subsidy layering review. Except in cases of HAP contracts for existing structures or if such reviews have been conducted by the applicable state and local agencies, RIHA may not enter into an agreement to enter into a HAP contract or a HAP contract until HUD (or an independent entity approved by HUD) has conducted any required subsidy layering review and determined that the PBV assistance is in accordance with HUD subsidy layering requirements. RIHA may not enter into an Agreement to enter into a HAP contract until the environmental review is completed and RIHA has received environmental approval. However, RIHA does not need to conduct a subsidy layering review in the case of a HAP contract for an existing structure or if the applicable state or local agency has conducted such a review. Similarly, environmental reviews are not required for existing structures unless otherwise required by law or regulation.

RIHA may enter into a HAP contract with an owner for an initial term of no less than one year and no more than ~~15 ten~~ years. The term of all PBV HAP contracts will be negotiated with the owner on a case-by-case basis. ~~Within one year~~ At any time before expiration of the HAP contract, RIHA may extend the term of the contract for an additional term of up to ~~15 five~~ years if RIHA determines an extension is appropriate to continue providing affordable housing for low-income families or to expand housing opportunities. Subsequent extensions are subject to the same limitations.

If in accordance with program requirements the amount of rent to an owner for any contract unit is reduced below the amount of the rent to owner at the beginning of the HAP contract term, the owner may terminate the HAP contract by giving notice to RIHA. In this case, families living in the contract units must be offered tenant-based assistance. At its discretion, RIHA may specify in the HAP contract that the maximum rent on a unit will not be less than the initial rent.

RIHA currently has waiting lists for the following PBV projects: *Sala Flats*

For certain tax credit units, the rent limits are determined differently than for other PBV units. However, RIHA is permitted to use the higher Section 8 rent for a tax credit unit if the tax credit rent is less than the amount that would be permitted under Section 8. In these cases, Section 8 rent reasonableness requirements must continue to be met.

RIHA will make utility reimbursements to the utility provider family.

## Assessment of Financial Resources

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2010 grants)</b>		
a) Public Housing Operating Fund	\$1,526,115	
b) Public Housing Capital Fund	\$945,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$1,125,500	
f) PHDEP (including any Technical Assistance funds)		
g) ROSS Grants	\$65,000	
h) CDBG		
i) HOME		
Other Federal Grants (list below)		
IL01C418001 - Shelter Plus Care	\$28,656	
IL01C718001 – Shelter Plus Care	\$52,000	
<b>2. Prior Year Federal Grants (unobligated funds only)</b>		
IL06P1850109	\$494,876	Capital Improvements
<b>3. Public Housing Dwelling Rental Income</b>	<b>\$1,208,000</b>	Public Housing Operations
<b>4. Other income</b> (list below)		
<b>5. Non-federal sources</b> (list below)		
IHDA	\$395,360	Project-Based Rental Assistance
<b>Total resources</b>	<b>\$5,840,507</b>	

## APPROVED CHANGES TO RENT DETERMINATION

Approved additions to the Plan are the **blue text**. Approved deletions are **red, strikethrough text**.  
Text already in the Plan is plain.

### 1. ANNUAL INCOME, ASSETS, DEDUCTIONS

Personal Property: In determining the value of personal property held as an investment, RIHA will use the family's estimate of the value. **RIHA may obtain an appraisal if there is reason to believe that the family's estimated value is off by \$50 or more.** ~~However, RIHA also may obtain an appraisal if appropriate to confirm the value of the asset.~~

Lump-Sum Payments: Lump-sum receipts for the delayed start of periodic social security or supplemental security income (SSI) payments are not counted as income [CFR 5.609(b)(4)]. **Additionally, any deferred disability benefits that are received in a lump sum or in prospective monthly amounts from the Department of Veterans Affairs are to be excluded from annual income [FR Notice 11/24/08].**

Payments Excluded from Annual Income: Payments received for the care of foster children or foster adults (usually persons with disabilities, unrelated to the tenant family, who are unable to live alone) [24 CFR 5.609(c)(2)]. **Kinship care payments are considered equivalent to foster care payments and are also excluded from annual income [Notice PIH 2008-40].**

Child Support Deduction: ~~Any payment made by a member of the family for the support and maintenance of any child who does not reside in the household, except that the amount excluded under this clause may not exceed \$480 for each child for whom such payment is made~~

Spousal Support Deduction: ~~Any payment made by a member of the family for the support and maintenance of any spouse or former spouse who does not reside in the household, except that the amount excluded under this clause shall not exceed the lesser of (1) the amount that such family member has legal obligation to pay, or (2) \$550 for each individual for whom such payment is made.~~

Disability Attendant Payments to Family: No disability expenses may be deducted for payments to a member of a tenant family [23 CFR 5.603(b)]. However, expenses paid to a relative who is not a member of the tenant family may be deducted if they are **not** reimbursed by an outside source.

Allowable Child Care Activities: If a child care provider also renders other services to a family or child care is used to enable a family member to conduct activities that are not eligible for consideration, RIHA will prorate the costs and allow only that portion of the expenses that is attributable to child care for eligible activities. For example, if the care provider also cares for a child ~~with disabilities~~ who is 13 or older, the cost of care will be prorated.

Mandatory Earned Income Disallowance: ~~Applicability to 18-month Training Income Exclusions [formerly found in 24 CFR 5.609(e)(13)]: If a tenant meets the criteria for the mandatory earned income disallowance as outlined in 24 CFR 960.255, the PHA shall not deny a tenant the disallowance based on receipt of the earlier 18-month exclusion.~~

Zero Income: Families claiming to have no annual income will be required to execute a **statement of zero income outlining monthly household expenses and may be required to execute verification forms to determine that certain forms of income such as unemployment benefits,**

**Attachment C (il018c01)**

TANF, SSI, etc. are not being received by the household. These families will be required to execute the statement of zero income every month.

## APPROVED CHANGES TO OPERATIONS AND MANAGEMENT

### 1. PERSONNEL POLICY

Approved additions to the Policy are the **blue text**. Approved deletions are **red, strikethrough text**. Text already in the Policy is plain.

#### Attendance

The Rock Island Housing Authority expects prompt and regular attendance from all employees. All employees must be at their appointed workstations, fully ready and able to work at their starting time. Proper attendance and punctuality are important in order to maintain a good performance record.

Unnecessary tardiness and absenteeism has a disruptive impact on operations as well as on fellow employees. Attendance records are reviewed on a regular basis. If a problem develops, the supervisor will counsel the employee. Our objective is to develop reliable work habits. **Excessive absenteeism may lead to disciplinary action, up to and including termination of employment. Four (4) absences in a one-month period or four (4) instances of tardiness in a one-month period constitute unacceptable attendance. Other continuing patterns of absences, early departures or tardies, regardless of exact number of days, may also warrant disciplinary action.** ~~uncorrected tardiness and absenteeism may result in discipline and, ultimately, termination of employment.~~

Employees are required to call in and report absences or tardy situations to their supervisor before the start of the workday unless, of course, an extreme emergency exists. If an emergency exists, you must notify your supervisor as soon as possible.

An employee who fails to report for work for three consecutive workdays without notice will be considered to have voluntarily terminated his/her employment.

**Individuals with disabilities may be granted reasonable accommodation in complying with these policies if undue hardship does not result to RIHA's operations. However, regular attendance and promptness are considered part of each employee's essential job functions.**

### 2. PROCUREMENT POLICY

**This section of the Procurement Policy is new in its entirety. All language included below are approved additions.**

#### Alternative Procurement for Resident-Owned Business

This Rock Island Housing Authority document provides specific procedures that may be followed by recipients and contractors (collectively, referred to as the "contracting party") for implementing the Section 3 contracting preference for each of the competitive procurement methods authorized in 24 CFR 85.36(d). Alternative Procurement Process for Resident Owned Business is defined in 24CFR Part 963 – Public Housing – Contracting with Resident Owned Businesses

#### **Eligibility**

To be eligible, a resident-owned business must meet the following requirements and must submit evidence of fact to the Rock Island Housing Authority (RIHA):

- **Legally-Formed Business:** as evidenced by Secretary of State certificate or city/county business license;
- **Resident-Owned Business:** as evidenced by disclosure of all business owners, officers and investors. The business shall submit such evidence as required by RIHA that the owners, officers and investors identified as public housing residents currently reside in public housing within Rock Island. The business must be 51% or more owned by a RIHA public housing resident to qualify;
- **Capable of Handling the Contract:** The business shall submit sufficient evidence, to the satisfaction of RIHA, that the business has the ability to successfully fulfill the contract requirements in a timely manner; and

- **Total Contract Amounts:** under the Alternative Procurement Process Policy, the business shall submit a certification as to the total number of contracts and total dollar amounts awarded and received under the Alternative Procurement Process.

### **Limitations on Alternative Procurement Contract Awards**

A resident-owned business is not eligible to participate in the Alternative Procurement Process if the business has received, under this process, one or more contracts with a total combined dollar value of \$1,000,000.

### **Procurement Limited to Resident-Owned Business**

RIHA's Board of Commissioners must approve what, if any, services or contracts will be subject to procurement under the Alternative Procurement Process for Resident-Owned Business. Typical services and contracts may include, but are not limited to: vacancy prep, routine cleaning, painting, mowing, snow removal, etc.

### **Independent Cost Estimate**

An award shall not be made to a resident-owned business if the contract amount exceeds the independent cost estimate required by 24CFR 85.36 (f) and the price normally paid by RIHA for comparable services.

### **Procurement Process**

With the exception of limiting the procurement to resident-owned businesses, RIHA shall follow all other Agency procurement policies, procedures and requirements when contracting with a resident-owned business.

### **Record Keeping**

In addition to the record keeping requirements imposed by 24CFR 85.36(i), RIHA shall also maintain the following records:

- Direct mailings to residents advertising for price quotes, proposals, bids, etc.;
- Resident-owned business responses;
- Response evaluations;
- Basis for contract award;
- Independent cost estimate;
- Proof of eligibility;
- Resident-Owned Business Certificate of contract awards under Alternative Procurement Process; and
- Contract award document.

### **Small Purchase Procedures**

For Section 3-covered contracts aggregating no more than \$25,000, the methods set forth for Small Purchases or the more formal procedures set forth in subsequent methods of this Policy may be utilized.

- Solicitation
  - Quotations may be solicited by telephone, letter or other informal procedure provided that the manner of solicitation provides for participation by a reasonable number of competitive sources. At the time of solicitation, the parties shall be informed of:
    - The Section 3-covered contract to be awarded with sufficient specificity;
    - The time within which quotations must be submitted; and
    - The information that must be submitted with each quotation.
  - If the method described above is utilized, there shall be an attempt to obtain quotations from a minimum of three qualified sources in order to promote competition. Fewer than three quotations are acceptable when the contracting party has attempted, but has been unable, to

obtain a sufficient number of competitive quotations. In unusual circumstances, the contracting party may accept the sole quotation received in response to a solicitation provided the price is reasonable. In all cases, the contracting party shall document the circumstances when it has been unable to obtain at least three quotations.

▪ Award

- Where the Section-3 covered contract is to be awarded based upon the lowest price, the contract shall be awarded to the qualified Section 3 Business Concern with the lowest responsive quotation, if it is reasonable and no more than 10% higher than the quotation of the lowest responsive quotation from any qualified source. If no responsive quotation by a qualified Section 3 Business Concern is within 10% of the lowest responsive quotation from any qualified source, the award shall be made to the source with the lowest quotation.
- Where the Section 3-covered contract is to be awarded based on factors other than price, a request for quotations shall be issued by developing the particulars of the solicitation including a rating system for the assignment of points to evaluate the merits of each quotation. The solicitation shall identify all factors to be considered including price or cost. The rating system shall provide for a range of 15 to 25% of the total number of available rating points to be set aside for the provision of preference for Section 3 Business Concerns. The contract shall be awarded to the responsible firm whose quotation is the most advantageous considering price and all other factors specified in the rating system.

**Procurement by Sealed Bids (Invitations for Bids)**

Preference in the award of Section 3-covered contracts that are awarded under a sealed bid (IFB) process may be provided as follows:

- Bids shall be solicited from all businesses (Section 3 Business Concerns and non-Section 3 Business Concerns). An award shall be made to the qualified Section 3 business concern with the highest priority ranking and with the lowest responsive bid if that bid:
  - Is within the maximum total contract price established in the contracting party's budget for the specific project for which bids are being taken; and
  - Is not more than “X” higher than the total bid price of the lowest responsive bid from any responsible bidder. “X” is determined as follows:

<b>When the lowest responsive bid is:</b>	<b>X = the lesser of:</b>
Less than \$100,000	10% of that bid or \$9,000
At least \$100,000 but less than \$200,000	9% of that bid or \$16,000
At least \$200,000 but less than \$300,000	8% of that bid or \$21,000
At least \$300,000 but less than \$400,000	7% of that bid or \$24,000
At least \$400,000 but less than \$500,000	6% of that bid or \$25,000
At least \$500,000 but less than \$1million	5% of that bid or \$40,000
At least \$1million but less than \$2million	4% of that bid or \$60,000
At least \$2million but less than \$4million	3% of that bid or \$80,000
At least \$4million but less than \$7million	2% of that bid or \$105,000
\$7million or more	1.5% of the lowest responsive bid with no \$ limit

- If no responsive bid by a Section 3 Business Concern meets the requirements of above bullet, the contract shall be awarded to a responsible bidder with the lowest responsive bid.

### **Procurement Under the Competitive Proposals Method of Procurement (Request for Proposals (RFP))**

For contracts and subcontracts awarded under the competitive proposals method of procurement (24 CFR 85.36(d)(3)), a Request for Proposals (RFP) shall identify all evaluation factors (and their relative importance) to be used to rate proposals.

One of the evaluation factors shall address both the preference for Section 3 Business Concerns and the acceptability of the strategy for meeting the greatest extent feasible requirement (Section 3 strategy), as disclosed in proposals submitted by all business concerns (Section 3 and non-Section 3 Business Concerns). This factor shall provide for a range of 15 to 25% of the total number of available points to be set aside for the evaluation of these two components.

The component of this evaluation factor designed to address the preference for Section 3 Business Concerns shall establish a preference for these business concerns in the order of priority ranking as described in 24 CFR 135.36.

With respect to the acceptability of the Section 3 strategy, the RFP shall require the disclosure of the contractor's Section 3 strategy to comply with the Section 3 training and employment preference, or contracting preference, or both, if applicable. A determination of the contractor's responsibility will include the submission of an acceptable Section 3 strategy. The contract award shall be made to the responsible firm (either Section 3 or non-Section 3 Business Concern) whose proposal is determined most advantageous, considering price and all other factors specified in the RFP.

### **3. SECTION 3 PLAN**

**This Section 3 Plan is new in its entirety. All language included below are approved additions.**

#### **General Policy Statement**

It is the policy of the Rock Island Housing Authority (RIHA) to require its contractors to provide equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability, veteran's or marital status, or economic status and to take affirmative action to ensure that both job applicants and existing employees are given fair and equal treatment.

The Rock Island Housing Authority implements this policy through the awarding of contracts to contractors, vendors and suppliers to create employment and business opportunities for residents of RIHA and other qualified low- and very low-income persons residing in Rock Island.

Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u) (Section 3) requires the Rock Island Housing Authority to ensure that employment and other economic and business opportunities generated by the Department of Housing and Urban Development (HUD) financial assistance, to the greatest extent feasible, are directed to public housing residents and other low-income persons, particularly recipients of government housing assistance, and business concerns that provide economic opportunities to low- and very-low income persons.

The policy shall result in a reasonable level of success in the recruitment, employment, and utilization of RIHA residents and other eligible persons and business by contractors working on contracts partially or wholly funded with the United States Department of Housing and Urban Development (HUD) monies. RIHA shall examine and consider a contractor's or vendor's potential for success by providing employment and business opportunities to RIHA residents prior to acting on any proposed contract award.

RIHA, in conjunction with the Resident Advisory Board, will develop a Section 3 Action Plan to identify the goals, objectives and actions that will be implemented to ensure compliance with the requirements of Section 3. Where applicable, input from other agencies and companies will be included as well.

### **Section 3 Contracting Policy and Procedure**

RIHA will incorporate Section 3 in its existing Procurement Policy and adopt a Section 3 Contracting Policy and Procedure to be included in all procurements generated for use with HUD funding. This policy and procedure contains goal requirements for awarding contracts to Section 3 Business Concerns.

Before submitting bids/proposals to RIHA, all contractors/businesses seeking Section 3 preference will be required to complete certifications, as appropriate, as acknowledgement of the Section 3 contracting and employment provisions required by this section. Such certifications shall be adequately supported with appropriate documentation as referenced in the form.

The existing Procurement Policy also contains goal requirements for awarding contracts to Small Disadvantaged Businesses, formerly Minority and Women Business Enterprises (M/WBE).

### **Section 3 Employment & Training Goals**

It is the policy of RIHA to utilize residents and other Section 3 eligible persons and businesses in contracts partially or wholly funded with monies from the Department of Housing and Urban Development (HUD) to the greatest extent feasible. RIHA has established employment and training goals that contractors and subcontractors should meet in order to comply with Section 3 requirements. (Reference 24 CFR 135.30 – Numerical goal for meeting the greatest extent feasible requirement). The numerical goal is:

- Thirty percent (30%) of the aggregate number of new hires in any fiscal year.

It is the responsibility of contractors, vendors and suppliers to implement progressive efforts to attain Section 3 compliance. Any contractor that does not meet the Section 3 numerical goals must demonstrate why meeting the goals were not feasible. All contractors submitting bids or proposals to RIHA are required to certify that they comply with the requirements of Section 3.

The Section 3 Contract Clause specifies the requirements for contractors hired for Section 3 covered projects. The Section 3 Clause shall be included in all Section 3 covered projects. The Section 3 Contract Clause is included in Exhibit 3.

### **Section 3 Program Participant Certification Procedure**

RIHA will certify Section 3 program participants who reside in Rock Island and who are seeking preference in training and employment by completing and attaching adequate proof of Section 3 eligibility, as required (see Exhibit 3 – Section 3 Participant Eligibility for Preference form).

- All persons living in the City who meet the Section 3 eligibility guidelines can, by appointment, visit with the Section 3 Coordinator to complete a job readiness assessment.
- Once this assessment is complete, the Section 3 Coordinator will determine if the individual meets the eligibility requirements and is job ready.
- If the individual is deemed eligible for Section 3 participation and deemed not ready for employment, a referral will be made to other agencies that are better equipped to address the individual's needs, i.e., substance abuse providers, etc.
- The Section 3 job readiness component is a part of RIHA's commitment to provide economic opportunities and training to residents/eligible participants to become gainfully employed.

### Section 3 Hiring Requirements

RIHA has adopted the following scale for Section 3 hiring that is to be used on all construction contracts, service contracts and professional service contracts that contain a labor component. It is expected that an appropriate number of residents with particular qualifications or a willingness to begin unskilled labor will be able to participate in RIHA's contracted labor efforts. A prime contractor may satisfy resident hiring requirements through its subcontractors.

<b>Total Labor Dollars (Use Total Contract Amount for Service Contracts)</b>	<b>Section 3 Hires as a % of Total Labor Dollars</b>
Labor dollars \$25,000 but less than \$100,000	10% of the labor dollars
\$100,000, but less than \$200,000	9% of the labor dollars
At least \$200,000, but less than \$300,000	8% of the labor dollars
At least \$300,000, but less than \$400,000	7% of the labor dollars
At least \$400,000, but less than \$500,000	6% of the labor dollars
At least \$500,000, but less than \$1 million	5% of the labor dollars
At least \$1 million, but less than \$2 million	4% of the labor dollars
At least \$2 million, but less than \$4 million	3% of the labor dollars
At least \$4 million, but less than \$7 million	2% of the labor dollars
\$7 million or more	1 – 1/2% of the labor dollars

With this sliding formula, it is expected that an appropriate number of RIHA public housing residents and neighborhood residents with particular qualifications or willingness to begin unskilled labor will be able to participate in contracted labor efforts. A prime contractor, through its subcontractor(s), may satisfy RIHA's resident hiring requirement set forth above.

1. Subcontract or joint venture with a resident-owned business. The business must be 51% or more owned by RIHA public housing residents, or subcontract/joint venture with a business that employs full-time, 30% or more RIHA public housing residents or low- and very low-income individuals within Rock Island, or
2. Direct hiring of RIHA's public housing residents and/or low- and very low-income neighborhood residents based on the Resident Hiring Scale, or
3. Contractor incurs the cost of providing skilled training for residents in an amount commensurate with the sliding scale set forth in the Resident Hiring Scale, or
4. Contractor makes a contribution to RIHA's Education Fund to provide assistance to residents to obtain training. The level of contribution would be commensurate with the sliding scale set forth in the Resident Hiring Scale.

### Assisting Contractors to Achieve Section 3 Goal Hiring and Contracting Goals

RIHA will assist contractors with little or no experience in achieving Section 3 hiring and contracting goals by:

- Requiring the contractor to present a list to the Section 3 Coordinator of the number of subcontracting and/or employment opportunities expected to be generated from the initial contract.

RIHA's Section 3 Coordinator will provide the contractor with a list of interested and qualified Section 3 residents for construction projects.

RIHA's Section 3 Coordinator will provide contractor with a list of Section 3 business concerns interested and qualified for construction projects.

RIHA's Section 3 Coordinator will inform contractor of known issues that might affect Section 3 residents from performing job related duties.

RIHA's Section 3 Coordinator will review the new hire clause with contractors and subcontractors to ensure that the requirement is understood. It is not intended for contractors and subcontractors to terminate existing employees, but to make every effort feasible to employ Section 3 program participants before any other person, when hiring additional employees needed to complete proposed work to be performed with HUD (federal) funds.

### **Preference for Contracting with Section 3 Business Concerns**

RIHA, in compliance with Section 3 regulations, will require contractors and subcontractors (including professional service contractors) to direct their efforts towards contracts to Section 3 business concerns in the following order to priority:

- Category 1: Business concerns that are 51% or more owned by residents of the housing development for which the work is performed, or whose full-time, permanent workforce includes 30% of these persons as employees.
- Category 2: Business concerns that are 51% or more owned by residents of the Authority's public housing development(s) other than the housing development where the work is to be performed; or whose full-time permanent workforce includes 30% of these persons as employees.
- Category 3: HUD YouthBuild programs being carried out Rock Island in which Section 3 covered assistance is expended.
- Category 4: Business concerns that are 51% or more owned by a Section 3 resident(s), or whose permanent, full-time workforce includes no less than 30% Section 3 residents (category 4 business); or that subcontract in excess of 25% of the total amount of subcontracts to Section 3 business concerns.

Contractors and subcontractors are expected to extend to the greatest extent feasible, efforts to achieve the numerical goals established by RIHA.

Any business seeking Section 3 preference in the awarding of contracts or purchase agreements with RIHA shall complete the Certification for Business Concerns Seeking Section 3 Preference in Contracting and Demonstration of Capability form, which can be obtained from RIHA's Section 3 Coordinator. The business seeking Section 3 preference must be able to provide adequate documentation as evidence of eligibility for preference under the Section 3 Program.

Certifications for Section 3 preference for business concerns must be submitted to RIHA's Section 3 Coordinator prior to the submission of bids for approval. If the Section 3 Coordinator previously approved the business concern to be Section 3 certified, then the certification can be submitted along with the bid.

### **Resident Owned Business Contracting**

RIHA will consider utilizing the alternative procurement process (Section 24 CFR Part 963) when contracting with businesses owned in substantial part by housing agency residents (resident-owned business) for public housing services, supplies or construction.

To be eligible for the alternative procurement process, a business must submit evidence to RIHA that shows how each of the following requirements has been met:

- Submit certified copies of any State, County or City municipal licenses that support the type of business activity for which it performs.
- Disclose to the Section 3 Coordinator, all owners of the business as well as each owner's percentage of ownership and names of those individuals who possess the authority to make decisions on a day-to-day basis.
- Submit evidence that the business is able to perform successfully under the terms and conditions of the proposed contract.
- Provide a certified listing of all contracts awarded and received under the alternative procurement process within a two-year period. If a resident-owned business has received under this alternative contracting procedure one or more contracts (within the two-year period) with total combined dollars of \$1,000,000, then it is no longer eligible for additional contracts under the alternative process until the two-year period is past.

This alternative procurement policy is based upon the procurement procedure and policy set forth in HUD's regulations at 24 CFR, Part 85.36, but applies only to solicitations of resident-owned businesses. RIHA will utilize the alternative contracting procedure for resident-owned businesses only in cases where it is considered to be in the best business, economic and service interests of the Authority.

### **Efforts to Award Contract Opportunities to Section 3 Business Concerns**

RIHA will use the following methods to notify and contract with Section 3 business concerns when contracting opportunities exist.

- Advertise contracting opportunities via newspaper, mailings, posting notices that provide general information about the work to be contracted and where to obtain additional information.
- Provide written notice of contracting opportunities to all known Section 3 business concerns. The written notice will be provided in sufficient time to enable business concerns the opportunity to respond to the bid invitation.
- Coordinate pre-bid meetings at which the Section 3 business concerns would be informed of upcoming contracting opportunities in advance.
- Conduct workshops on RIHA contracting procedures to include bonding, insurance and other pertinent requirements in a timely manner in an effort to allow Section 3 business concerns the opportunity to take advantage of any upcoming contracting opportunities.
- Contact the City, contractor associations and community organizations to inform them of contracting opportunities and to request their assistance in identifying Section 3 businesses.
- Establish relationships with the Small Business Administration (SBA), Minority and Women's Business Enterprise (M/WBE) association, Community Development Corporations and other sources as necessary to assist RIHA with educating and mentoring residents with a desire to start their own businesses.

- Seek out referral sources in order to ensure job readiness for public housing residents through on-the-job-training and mentoring to obtain necessary skills that will transfer into the external labor market.
- Develop resources or seek out training to assist residents interested in starting their own businesses to learn to prepare contracts, prepare taxes, obtain licenses, bonding, and insurance.

### **Section 3 Residents Recruitment, Training and Employment Goals**

RIHA will develop resources to provide training and employment opportunities to Section 3 program participants by implementing the following:

- Training opportunities will be advertised by distributing flyers via mass mailings and posting in common areas of the housing developments as well as RIHA's central office.
- The Resident Advisory Board as well as any neighborhood community organizations that are formed will be contacted to request their assistance in notifying residents of the available training and employment opportunities.
- Employment opportunities will be advertised by posting job vacancies in common areas of all of RIHA's housing developments as well as contacting the Resident Advisory Board as well as any neighborhood community organizations that are formed.
- A database will be developed of certified Section residents of public housing and other Section 3 residents.
- A database will be developed to maintain a skill assessment of all Section 3 residents of public housing and other Section 3 residents.
- A database will be developed of eligible qualified Section 3 Business concerns to contact with respect to the availability of contract opportunities.
- Relationships will be developed with local area employers in an effort to solicit job vacancies to determine skills needed in their workforce, thereby providing training to residents developing skills that will transfer into the external labor market.
- A provision for a specific number of public housing or Section 3 program participants to be trained or employed by the contractor will be incorporated into the contract.

### **Employment of Section 3 Program Participants**

- RIHA's Section 3 Coordinator will conduct a pre-interview with all residents prior to being hired by a contractor.
- The pre-interview will assess job readiness (i.e., childcare, transportation, work maturity, job retention skills). Only residents meeting the minimum qualifications of the contractor or subcontractor will be referred to the job site. Residents not deemed job ready would be referred elsewhere. It is imperative that the resident's basic needs are met prior to employment.
- If a resident is referred to a contractor and does not perform satisfactorily due to poor work habits (i.e., tardiness, absenteeism, alcohol/drugs, abusive language, fighting, etc.) she/he will be allowed two additional opportunities to be referred to other contractors. If after that time the resident still does not perform satisfactorily, it will be mandatory that she/he attend and complete a job readiness class, alcohol/drug treatment center, or any other program that he or she may be required to attend. After successful completion the resident will be given the opportunity to be reinstated on the list of residents available for work.

- Residents experiencing problems with contractors should first communicate the problem to the employer. If the problem cannot be solved between the employee and employer, the Section 3 Coordinator will meet with the parties involved to assist in trying to resolve the problem. Residents and employers (contractors or subcontractors) should document problems whenever they occur and record any and all efforts to correct them. The written documentation of the problem should be submitted to the Section 3 Coordinator.
- In order to qualify for employment with contractors, public housing residents must have their name(s) on a RIHA lease, be current on rent, be at least eighteen years of age and not be involved in any legal action with RIHA (current documented eviction, criminal and drug activity or trespassing).
- Residents not interested in construction employment opportunities will be assessed for other skills (clerical, administrative, etc.) and will have the opportunity to receive help with interviewing techniques, mock interviews, resume preparation, application assistance, employment leads, and how to dress for success when conducting a job search.
- Residents interested in pursuing General Equivalency Diploma (GED) and continued training education will be referred to those resources by the Section 3 Coordinator who will maintain bi-weekly contact with residents to monitor progress.

### **Contractor's Requirements in Employing Section 3 Participants**

Under RIHA's Section 3 Program, contractors and subcontractors are required to:

- Provide employment opportunities to Section 3 residents/participants in the priority order listed below:
  - a. Category 1: Residents of the housing development or developments for which the contract shall be expended.
  - b. Category 2: Residents of other housing developments managed by RIHA.
  - c. Category 3: Participants in HUD YouthBuild program being carried out in the project boundary area.
  - d. Category 4: Section 8 Participants as well as all other residents living in Rock Island who meet the income guidelines for Section 3 preference (refer to Section 3 Income Limits).
- After the award of contracts, the contractor must, prior to beginning work, inform Section 3 participants of the development at which the work will be performed, by providing the following:
  - a. names of the Section 3 business concerns to be utilized,
  - b. estimates of the number of employees to be utilized for contract,
  - c. projected number of available positions, including job descriptions and wage rates (construction wages consistent with Davis Bacon),
  - d. efforts that will be utilized to seek Section 3 participants. (See Exhibit 2).
- Contractors must notify the Section 3 Coordinator of their interests regarding employment of Section 3 participants prior to hiring. The Section 3 Coordinator will ensure that the participant is Section 3 eligible by assessing the Section 3 database to ensure job readiness. Additionally, the legal department will be contacted to ensure that the individuals are not involved in any legal proceedings against/with RIHA.
- Submit a list of core employees (including administrative, clerical, planning and other positions pertinent to the construction trades) at the time of contract award.
- Document the performance of Section 3 participants (positive and negative), regarding punctuality, attendance, etc., and provide this information to the Section 3 Coordinator.

- Immediately notify the Section 3 Coordinator of any problems experienced due to the employment of Section 3 participants.
- Immediately notify the Section 3 Coordinator if a participant quits, walks off or is terminated for any reason. The contractor must provide written documentation of all such incidents to support such decisions to the Section 3 Coordinator to determine if an investigation is warranted.

### **Internal Section 3 Complaint Procedure**

In an effort to resolve complaints generated due to non-compliance through an internal process, RIHA encourages submittal of such complaints to its Section 3 Coordinator as follows:

- Complaints of non-compliance should be filed in writing and must contain the name of the complainant and brief description of the alleged violation of 24 CFR 135.
- Complaints must be filed within thirty (30) calendar days after the complainant becomes aware of the alleged violation.
- An investigation will be conducted if complaint is found to be valid. The Section 3 Coordinator will conduct an informal but thorough investigation affording all interested parties, if any, an opportunity to submit testimony and/or evidence pertinent to the complaint.
- The Section 3 Coordinator will provide written documentation detailing the findings of the investigation. RIHA will review the findings for accuracy and completeness before it is released to complainants. The findings will be made available no later than thirty (30) days after the filing of complaint.

If complainants wish to have their concerns considered outside of RIHA, a complaint may be filed with:

Assistant Secretary  
 Fair Housing & Equal Opportunity  
 US Department of Housing & Urban Development  
 451 Seventh Street, SW  
 Washington, DC 20410

The complaint must be received not later than 180 days from the date of the action or omission upon which the complaint is based, unless the time for filing is extended by the Assistant Secretary for good cause shown.

### **Definitions**

Applicant – any entity who makes an application for Section 3 covered assistance, and includes, but is not limited to, any State, unit of local government, public housing agency or other public body, public or private nonprofit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council or cooperative association.

Assistant – the Assistant Secretary for Fair Housing and Equal Opportunity.

Business Concern – a business entity formed in accordance with State law and licensed under State, County or municipal law to engage in the type of business activity for which it was formed.

Contractor – any entity who contracts to perform work generated by the expenditure of Section 3 covered assistance or for work in connection with a Section 3 covered project.

Employment Opportunities Generated by Section 3 Covered Assistance – all employment opportunities generated by the expenditure of Section 3 covered public assistance (i.e., operating assistance, development assistance and modernization assistance, (as described in Section 135.3 (a) (1)). With respect to Section 3 covered housing and community development assistance, this term means all employment

opportunities arising in connection with Section 3 covered projects (as described in Section 135.3 (a) (2)), including management and administrative jobs. Management and administrative jobs include architectural, engineering or related professional services required to prepare plans, drawings, specifications or work write-up and jobs directly related to administrative support of these activities, e.g., construction manager, relocation specialist, payroll clerk, etc.

Housing Authority (HA) – Public Housing Agency.

Housing Development – low-income housing owned, developed or operated by public housing agencies in accordance with HUD’s public housing program regulations codified in 24 CFR Chapter IX.

HUD Youthbuild Programs – programs that receive assistance under subtitle D of Title IV of the National Affordable Housing Act, as amended by the Housing and Community Development Act of 1992 (42 U.S.C. 12899), and provide disadvantaged youth with opportunities for employment, education, leadership development and training in the construction or rehabilitation of housing for homeless individuals and members of low- and very low-income families.

JTPA – The Job Training Partnership Act (29 U.S.C. 1579 (a)).

Low-income person – families (including single persons) whose incomes do not exceed 80% of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80% of the median for the area on the basis of the Secretary’s findings that such variations are necessary because of prevailing levels of construction costs or unusually high- or low-income families.

Metropolitan Area – a metropolitan statistical area (MSA), as established by the Office of Management and Budget.

New Hires – full-time employees for permanent, temporary or seasonal employment opportunities.

Recipient – any entity who receives Section 3 covered assistance directly from HUD or from another recipient and includes, but is not limited to, any State unit of local government, PHA or other public body, public or private nonprofit organization, private agency or institution, mortgagor, developer, limited dividend sponsor, builder, property manager, community housing development organization, resident management corporation, resident council or cooperative association. Recipient also includes any successor, assignee or transferee of any such entity but does not include any ultimate beneficiary under the HUD program to which Section 3 applies and does not include contractors.

RIHA – Rock Island Housing Authority.

Section 3 – Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

Section 3 Business Concern – a business concern,

- that is 51% or more owned by Section 3 resident; or
- whose permanent, full-time employees include persons, at least 30% of whom are currently Section 3 residents or within three years of the date of first employment with the business concern were Section 3 residents; or
- that provides evidence of a commitment to subcontract in excess of 25% of the dollar award of all subcontractors to be awarded to business concerns that meet the qualifications set forth in either paragraph above.

Section 3 Covered Assistance –

- public housing development assistance provided pursuant to Section 5 of the 1937 Act; or
- public housing operating assistance provided pursuant to Section 9 of the 1937 Act; or

- public housing modernization assistance provided pursuant to Section 14 of the 1937 Act; or
- assistance provided under any HUD housing or community development program that is expended for work arising in connection with housing rehabilitation, construction or other public construction project (which includes other buildings or improvements regardless of ownership).

Section 3 Clause – the contract provisions set forth in Section 135.38.

Section 3 Covered Contracts – a contract or subcontract (including a professional service contract) awarded by a recipient or contractor for work generated by the expenditure of Section 3 covered assistance or for work arising in connection with a Section 3 covered project. Section 3 covered contracts do not include contracts awarded under HUD’s procurement program, which are governed by the Federal Acquisition Regulation. Section 3 covered contracts also do not include contracts for the purchase of supplies and materials. However, whenever a contract for materials includes the installation of the materials, the contract constitutes a Section 3 covered contract.

Section 3 Covered Project – the construction, reconstruction, conversion or rehabilitation of housing (including reduction and abatement of lead-based paint hazards), other public construction which includes buildings or improvements (regardless of ownership) assisted with housing or community development assistance.

Section 3 Resident – a public housing resident or an individual who resides in the City in which the Section 3 covered assistance is expended and who is considered to be a low- to very low-income person.

Subcontractor – any entity (other than a person who is an employee of the contractor) who has a contract with a contractor to undertake a portion of the contractor’s obligation for the performance of work generated by the expenditure of Section 3 covered assistance or arising in connection with a Section 3 covered project.

Very low-income person – families (including single persons) whose income do not exceed 50% of the median family income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50% of the median for the area on the basis of the Secretary’s findings that such variations are necessary because of unusually high or low family incomes.

**Section 3 Clause**

All Section 3 covered contracts shall include the following clause:

- A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD’s regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization, representative or workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising them of the contractor’s commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, minimum number and job titles subject to hire, availability of apprenticeship and training positions,

qualifications for each, the name and location of the person(s) taking applications for each of the positions and the anticipated date work shall begin.

- D. The contractor agrees to include this Section 3 Clause in every subcontract subject to compliance with regulations in 24 CFR part 135 and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 Clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not knowingly subcontract with any entity who has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- F. Noncompliance with 24 CFR part 135 may result in sanctions, termination of the contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible preference and opportunities for training and employment shall be given to Indians and preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

## APPROVED CHANGES TO GRIEVANCE PROCEDURE

Approved additions to the Plan are the **blue text**. Approved deletions are **red, strikethrough text**.

Text already in the Plan is plain.

RIHA has adopted the Nan McKay Grievance Procedure in place of its previous policy. The approved changes below reflect the difference between those policies.

Conducting an Informal Hearing: The informal hearing will be conducted by a person other than the one who made the decision under review, or a subordinate of this person. The person conducting the informal hearing will make a recommendation to RIHA, but RIHA is responsible for making the final decision as to whether admission should be granted or denied.

Informal Hearings Regarding Noncitizens:

### **14-II.A. HEARING AND APPEAL PROVISIONS FOR NONCITIZENS [24 CFR 5.514]**

Denial or termination of assistance based on immigration status is subject to special hearing and notice rules. These special hearings are referred to in the regulations as informal hearings, but the requirements for such hearings are different from the informal hearings used to deny applicants for reasons other than immigration status.

Assistance to a family may not be delayed, denied or terminated on the basis of immigration status at any time prior to a decision under the United States Citizenship and Immigration Services (USCIS) appeal process. Assistance to a family may not be terminated or denied while the RIHA hearing is pending, but assistance to an applicant may be delayed pending the completion of the informal hearing.

A decision against a family member, issued in accordance with the USCIS appeal process or RIHA informal hearing process, does not preclude the family from exercising the right, that may otherwise be available, to seek redress directly through judicial procedures.

### **Notice of Denial or Termination of Assistance [24 CFR 5.514(d)]**

As discussed in Chapters 3 and 13, the notice of denial or termination of assistance for noncitizens must advise the family of any of the following that apply:

- That financial assistance will be denied or terminated, and provide a brief explanation of the reasons for the proposed denial or termination of assistance.
- The family may be eligible for proration of assistance.
- In the case of a tenant, the criteria and procedures for obtaining relief under the provisions for preservation of families [24 CFR 5.514 and 5.518].
- That the family has a right to request an appeal to the USCIS of the results of secondary verification of immigration status and to submit additional documentation or explanation in support of the appeal.
- That the family has a right to request an informal hearing with RIHA either upon completion of the USCIS appeal or in lieu of the USCIS appeal.
- For applicants, assistance may not be delayed until the conclusion of the USCIS appeal process, but assistance may be delayed during the period of the informal hearing process.

### **United States Citizenship and Immigration Services Appeal Process [24 CFR 5.514(e)]**

When RIHA receives notification that the USCIS secondary verification failed to confirm eligible immigration status, RIHA must notify the family of the results of the USCIS verification. The family will have 30 days from the date of the notification to request an appeal of the USCIS results. The request for appeal must be made by the family in writing directly to the USCIS. The family must provide RIHA with a copy of the written request for appeal and proof of mailing.

RIHA will notify the family in writing of the results of the USCIS secondary verification within 10 business days of receiving the results.

The family must provide RIHA with a copy of the written request for appeal and proof of mailing within 10 business days of sending the request to the USCIS.

The family must forward to the designated USCIS office any additional documentation or written explanation in support of the appeal. This material must include a copy of the USCIS document verification request (used to process the secondary request) or such other form specified by the USCIS, and a letter indicating that the family is requesting an appeal of the USCIS immigration status verification results.

The USCIS will notify the family, with a copy to RIHA, of its decision. When the USCIS notifies RIHA of the decision, RIHA must notify the family of its right to request an informal hearing.

RIHA will send written notice to the family of its right to request an informal hearing within 10 business days of receiving notice of the USCIS decision regarding the family's immigration status.

### **Informal Hearing Procedures for Applicants [24 CFR 5.514(f)]**

After notification of the USCIS decision on appeal, or in lieu of an appeal to the USCIS, an applicant family may request that RIHA provide a hearing. The request for a hearing must be made either within 30 days of receipt of the RIHA notice of denial or within 30 days of receipt of the USCIS appeal decision.

The informal hearing procedures for applicant families are described below.

#### ***Informal Hearing Officer***

RIHA must provide an informal hearing before an impartial individual, other than a person who made or approved the decision under review and other than a person who is a subordinate of the person who made or approved the decision.

#### ***Evidence***

The family must be provided the opportunity to examine and copy, at the family's expense, at a reasonable time in advance of the hearing, any documents in the possession of RIHA pertaining to the family's eligibility status or in the possession of the USCIS (as permitted by USCIS requirements), including any records and regulations that may be relevant to the hearing.

The family will be allowed to copy any documents related to the hearing at a cost of \$.25 per page. The family must request discovery of RIHA documents no later than 12:00 p.m. on the business day prior to the hearing.

The family must be provided the opportunity to present evidence and arguments in support of eligible status. Evidence may be considered without regard to admissibility under the rules of evidence applicable to judicial proceedings.

The family must also be provided the opportunity to refute evidence relied upon by RIHA and to confront and cross-examine all witnesses on whose testimony or information RIHA relies.

#### ***Representation and Interpretive Services***

The family is entitled to be represented by an attorney or other designee, at the family's expense, and to have such person make statements on the family's behalf.

The family is entitled to arrange for an interpreter to attend the hearing, at the expense of the family, or RIHA, as may be agreed upon by the two parties. If the family does not arrange for their own interpreter, RIHA is still obligated to provide oral translation services in accordance with its LEP Plan.

#### ***Recording of the Hearing***

The family is entitled to have the hearing recorded by audiotape. RIHA may, but is not required to provide a transcript of the hearing.

RIHA will not provide a transcript of an audio taped informal hearing.

### ***Hearing Decision***

RIHA must provide the family with a written notice of the final decision, based solely on the facts presented at the hearing, within 14 calendar days of the date of the informal hearing. The notice must state the basis for the decision.

### **Retention of Documents [24 CFR 5.514(h)]**

RIHA must retain for a minimum of 5 years the following documents that may have been submitted to RIHA by the family or provided to RIHA as part of the USCIS appeal or RIHA informal hearing process:

- The application for assistance
- The form completed by the family for income reexamination
- Photocopies of any original documents, including original USCIS documents
- The signed verification consent form
- The USCIS verification results
- The request for a USCIS appeal
- The final USCIS determination
- The request for an informal hearing
- The final informal hearing decision

### **Informal Hearing Procedures for Residents [24 CFR 5.514(f)]**

After notification of the USCIS decision on appeal, or in lieu of an appeal to the USCIS, a resident family may request that RIHA provide a hearing. The request for a hearing must be made either within 30 days of receipt of RIHA notice of termination, or within 30 days of receipt of the USCIS appeal decision.

The informal hearing procedures for resident families whose tenancy is being terminated based on immigration status is the same as for any grievance under the grievance procedures for resident families found in Part III below.

**Applicability of Grievance Procedure:** If HUD has issued a due process determination, RIHA may exclude from its grievance procedure any grievance concerning a termination of tenancy or eviction that involves:

- Any criminal activity that threatens the health, safety or right to peaceful enjoyment of the premises of other residents or employees of RIHA;
- Any violent or drug-related criminal activity on or off such premises; or
- Any criminal activity that resulted in felony conviction of a household member.

**Informal Settlement of Grievance:** RIHA will accept requests for an informal settlement of a grievance in writing to RIHA office within 7 business days of the grievable event. Within 15 business days of receipt of the request RIHA will arrange a meeting with the tenant at a mutually agreeable time and confirm such meeting in writing to the tenant. If a tenant fails to attend the scheduled meeting without prior notice, RIHA will reschedule the appointment only if the tenant can show good cause for failing to appear or if it is needed as a reasonable accommodation for a person with disabilities.

RIHA will prepare a summary of the informal settlement within 7 business days; one copy to be given to the tenant and one copy to be retained in RIHA's tenant file. For PHAs who have the option to establish an expedited grievance procedure, and who exercise this option, the informal settlement of grievances is not applicable to those grievances for which the expedited grievance procedure applies.

Requests for Hearing: The resident must submit a written request for a grievance hearing to RIHA within 5 business days of the tenant's receipt of the summary of the informal settlement.

~~Complainant's written request for a formal hearing must specify:~~

~~1—The reason for the grievance;~~

~~2—The action or relief sought by the complainant; and~~

~~3—If the complainant so desires, a statement setting forth the times at which the complainant shall be available for a hearing during the next ten (10) business days;~~

Escrow Deposits: Unless RIHA waives the requirement, the family's failure to make the escrow deposit will terminate the grievance procedure. A family's failure to pay the escrow deposit does not waive the family's right to contest RIHA's disposition of the grievance in any appropriate judicial proceeding. **RIHA will waive the escrow requirement for grievances involving rent amounts including instances where required to do so by regulation.**

Scheduling Hearings: If the complainant has complied with all requirements for requesting a hearing as described above, a hearing must be scheduled by the hearing officer/panel **or his/her designee** promptly for a time and place reasonably convenient to both the complainant and RIHA.

Expedited Grievance Procedure: RIHA may establish an expedited grievance procedure for any grievance concerning a termination of tenancy or eviction that involves:

- Any criminal activity that threatens the health, safety or right to peaceful enjoyment of the premises by other residents or employees of RIHA, or
- Any drug-related criminal activity on or near such premises

In such expedited grievances, the informal settlement of grievances as discussed in 14-III.D is not applicable. RIHA may adopt special procedures concerning expedited hearings, including provisions for expedited notice or scheduling, or provisions for expedited decision on the grievance.

As discussed in Section 14-III.C, HUD has determined the State of Illinois to be a due process state where RIHA is not required to apply the grievance procedure to terminations of tenancy or eviction involving the above-mentioned circumstances. As such, this expedited grievance procedure does not apply to RIHA.

Selection of Hearing Officer/Panel: RIHA grievance hearings will be conducted by a single hearing officer and not a panel.

~~The permanent appointments of persons who shall serve as hearing officers shall be governed by the following procedures:~~

~~RIHA shall nominate a slate of persons to sit as permanent hearing officers. These persons may include, but shall not be necessarily limited to, members of the RIHA Board of Commissioners, RIHA staff members, residents, or other responsible persons in the community. No persons shall be listed on the slate of members unless such person has consented to serve as a hearing officer.~~

~~The persons who have agreed to serve as hearing officers for grievances brought under this procedure are listed on Exhibit I attached hereto and hereby incorporated herein by reference. Additional appointments shall be made in the manner set forth in this section.~~

RIHA has designated the following to serve as hearing officers: ***RIHA Resident Services Coordinator and local members of the community.***

RIHA must consult with resident organizations before a person is appointed as a hearing officer or hearing panel member. Comments from the resident organizations must be considered before making the appointment.

**Rights of the Complainant:** The tenant will be allowed to copy any documents related to the hearing at a cost of \$.25 per page. The family must request discovery of RIHA documents no later than 12:00 p.m. on the business day prior to the hearing.

Hearings may be attended by the following applicable persons:

- A RIHA representative(s) and any witnesses for RIHA
- The tenant and any witnesses for the tenant
- The tenant's counsel or other representative
- Any other person approved by RIHA as a reasonable accommodation for a person with a disability

**Failure to Appear:** There may be times when a complainant does not appear due to unforeseen circumstances which are out of their control and are no fault of their own.

If the tenant does not appear at the scheduled time of the hearing, the hearing officer will wait up to 30 minutes. If the tenant appears within 30 minutes of the scheduled time, the hearing will be held. If the tenant does not arrive within 30 minutes of the scheduled time, they will be considered to have failed to appear.

If the tenant fails to appear and was unable to reschedule the hearing in advance, the tenant must contact RIHA within 24 hours of the scheduled hearing date, excluding weekends and holidays. The hearing officer will reschedule the hearing only if the tenant can show good cause for the failure to appear or it is needed as a reasonable accommodation for a person with disabilities.

“Good cause” is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family.

**General Procedures:** The hearing must be conducted informally by the hearing officer/panel. RIHA and the tenant must be given the opportunity to present oral or documentary evidence pertinent to the facts and issues raised by the complaint and question any witnesses. In general, all evidence is admissible and may be considered without regard to admissibility under the rules of evidence applicable to judicial proceedings [24 CFR 966.56(f)].

Any evidence to be considered by the hearing officer must be presented at the time of the hearing. There are four categories of evidence.

- Oral evidence: the testimony of witnesses
- Documentary evidence: a writing which is relevant to the case, for example, a letter written to RIHA. Writings include all forms of recorded communication or representation, including letters, emails, words, pictures, sounds, videotapes, symbols or combinations thereof.
- Demonstrative evidence: Evidence created specifically for the hearing and presented as an illustrative aid to assist the hearing officer such as a model, a chart or other diagram.
- Real evidence: A tangible item relating directly to the case.

*Hearsay Evidence* is evidence of a statement that was made other than by a witness while testifying at the hearing and that is offered to prove the truth of the matter. Even though evidence, including hearsay, is generally admissible, hearsay evidence alone cannot be used as the sole basis for the hearing officer's decision.

If RIHA fails to comply with the discovery requirements (providing the tenant with the opportunity to examine RIHA documents prior to the grievance hearing), the hearing officer will refuse to admit such evidence.

Other than the failure of RIHA to comply with discovery requirements, the hearing officer has the authority to overrule any objections to evidence.

The complainant or RIHA may arrange, in advance and at the expense of the party making the arrangement, for a transcript of the hearing. Any interested party may purchase a copy of such transcript [24 CFR 966.56(g)].

If the complainant would like RIHA to record the proceedings by audiotape, the request must be made to RIHA by 12:00 p.m. on the business day prior to the hearing.

RIHA will consider that an audio tape recording of the proceedings is a transcript.

Decision of the Hearing Officer/Panel: In rendering a decision, the hearing officer will consider the following matters:

- **RIHA Notice to the Family:** The hearing officer will determine if the reasons for RIHA's decision are factually stated in the notice.
- **Discovery:** The hearing officer will determine if the family was given the opportunity to examine any relevant documents in accordance with .
- **RIHA Evidence to Support RIHA's Decision:** The evidence consists of the facts presented. Evidence is not conclusion and it is not argument. The hearing officer will evaluate the facts to determine if they support RIHA's conclusion.
- **Validity of Grounds for Termination of Tenancy (when applicable):** The hearing officer will determine if the termination of tenancy is for one of the grounds specified in the HUD regulations and RIHA policies. If the grounds for termination are not specified in the regulations or in compliance with RIHA policies, then the decision of RIHA will be overturned.

The hearing officer will issue a written decision to the family and RIHA no later than 10 business days after the hearing. The report will contain the following information:

- **Hearing information:** Name of the complainant; Date, time and place of the hearing; Name of the hearing officer; Name of RIHA representative(s); Name of family representative (if any); and Names of witnesses (if any).
- **Background:** A brief, impartial statement of the reason for the hearing and the date(s) on which the informal settlement was held, who held it, and a summary of the results of the informal settlement. Also includes the date the complainant requested the grievance hearing.
- **Summary of the Evidence:** The hearing officer will summarize the testimony of each witness and identify any documents that a witness produced in support of his/her testimony and that are admitted into evidence.
- **Findings of Fact:** The hearing officer will include all findings of fact, based on a preponderance of the evidence. *Preponderance of the evidence* is defined as evidence which is of greater weight or more convincing than the evidence which is offered in opposition to it; that is, evidence which as a whole shows that the fact sought to be proved is more probable than not. Preponderance of the evidence may not be determined by the number of witnesses, but by the greater weight of all evidence.
- **Conclusions:** The hearing officer will render a conclusion derived from the facts that were found to be true by a preponderance of the evidence. The conclusion will result in a determination of whether these facts uphold RIHA's decision.
- **Order:** The hearing report will include a statement of whether RIHA's decision is upheld or overturned. If it is overturned, the hearing officer will instruct RIHA to change the decision in accordance with the hearing officer's determination. In the case of termination of tenancy, the hearing officer will instruct RIHA to restore the family's status.

Procedures for Further Hearing: The hearing officer may ask the family for additional information and/or might adjourn the hearing in order to reconvene at a later date, before reaching a decision. If the family misses an appointment or deadline ordered by the hearing officer, the action of RIHA will take effect and another hearing will not be granted.

Final Decision: The decision of the hearing officer/panel is binding on RIHA which must take the action or refrain from taking the action cited in the decision unless RIHA Board of Commissioners determines within a reasonable time, and notifies the complainant that:

- The grievance does not concern RIHA action or failure to act in accordance with or involving the complainant's lease on RIHA policies which adversely affect the complainant's rights, duties, welfare or status; or
- The decision of the hearing officer/panel is contrary to federal, state or local law, HUD regulations or requirements of the annual contributions contract between HUD and RIHA

When RIHA considers the decision of the hearing officer to be invalid due to the reasons stated above, it will present the matter to RIHA Board of Commissioners at the next meeting of the Board of Commissioners following the date of the hearing officer's decision. The Board has 30 calendar days to consider the decision. If the Board decides to reverse the hearing officer's decision, it must notify the complainant within 10 business days of this decision.

A decision by the hearing officer/panel or Board of Commissioners in favor of RIHA or which denies the relief requested by the complainant in whole or in part must not constitute a waiver of any rights the complainant may have to a subsequent trial or judicial review in court [24 CFR 966.57(c)].

## APPROVED CHANGES TO PET POLICY

Approved additions to the Plan are the **blue text**. Approved deletions are **red, strikethrough text**.

Text already in the Plan is plain.

RIHA has adopted the Nan McKay Pet Policy in place of its previous policy. The approved changes below reflect the difference between those policies.

### ASSISTANCE ANIMALS [Section 504; Fair Housing Act (42 U.S.C.); 24 CFR 5.303; 24 CFR 960.705]

#### 10-I.A. OVERVIEW

This part discusses situations under which permission for an assistance animal may be denied and also establishes standards for the care of assistance animals.

Assistance animals are animals that assist, support or provide service to a person with a disability or that provide emotional support that alleviates one or more identified symptoms or effects of a person's disability. Assistance animals – often referred to as “service animals,” “assistive animals,” “support animals” or “therapy animals” – perform many disability-related functions, including but not limited to the following:

- Guiding individuals who are blind or have low vision
- Alerting individuals who are deaf or hearing impaired
- Providing minimal protection or rescue assistance
- Pulling a wheelchair
- Fetching items
- Alerting persons to impending seizures
- Providing emotional support to persons with disabilities who have a disability-related need for such support

Assistance animals that are needed as a reasonable accommodation for persons with disabilities are not considered pets, and thus, are not subject to RIHA's pet policies described in Parts II through IV of this chapter [24 CFR 5.303; 960.705].

#### 10-I.B. APPROVAL OF ASSISTANCE ANIMALS

A person with a disability is not automatically entitled to have an assistance animal. Reasonable accommodation requires that there is a relationship between the person's disability and his or her need for the animal [PH Occ GB, p. 179].

RIHA may not refuse to allow a person with a disability to have an assistance animal merely because the animal does not have formal training. Some, but not all, animals that assist persons with disabilities are professionally trained. Other assistance animals are trained by the owners themselves, and, in some cases, no special training is required. The question is whether or not the animal performs the assistance or provides the benefit needed by the person with the disability [PH Occ GB, p. 178].

RIHA's refusal to permit persons with a disability to use and live with an assistance animal that is needed to assist them would violate Section 504 of the Rehabilitation Act and the Fair Housing Act unless [PH Occ GB, p. 179]:

- There is reliable objective evidence that the animal poses a direct threat to the health or safety of others that cannot be reduced or eliminated by a reasonable accommodation; or
- There is reliable objective evidence that the animal would cause substantial physical damage to the property of others.

RIHA has the authority to regulate assistance animals under applicable federal, state and local law [24 CFR 5.303(b)(3); 960.705(b)(3)].

For an animal to be excluded from the pet policy and be considered an assistance animal, there must be a person with disabilities in the household, and the family must request and RIHA approve a reasonable accommodation in accordance with the policies contained in Chapter 2.

### **10-I.C. CARE AND HANDLING**

HUD regulations do not affect any authority RIHA may have to regulate assistance animals under federal, state, and local law [24 CFR 5.303; 24 CFR 960.705].

Residents must care for assistance animals in a manner that complies with state and local laws, including anti-cruelty laws.

Residents must ensure that assistance animals do not pose a direct threat to the health or safety of others or cause substantial physical damage to the development, dwelling unit or property of other residents.

When a resident's care or handling of an assistance animal violates these policies, RIHA will consider whether the violation could be reduced or eliminated by a reasonable accommodation. If RIHA determines that no such accommodation can be made, RIHA may withdraw the approval of a particular assistance animal.

Pet Registration: Pets must be registered with RIHA before they are brought onto the premises.

Registration includes documentation signed by a licensed veterinarian or state/local authority that the pet has received all inoculations required by state or local law, and that the pet has no communicable disease(s) and is pest-free. This registration must be renewed annually and will be coordinated with the annual reexamination date.

~~All pets must be registered with Management before permission is granted. Registration must show type of pet, recent picture, name, age, license number, current inoculation information, name and address of the pet's veterinarian, plus a signed responsibility card showing the names of three (3) persons to call to come get the pet in the event of the tenant's illness or death.~~

Pets will not be approved to reside in a unit until completion of the registration requirements.

~~A pet at time of submission of Pet Permit Application in the amount of \$50.00 will accompany the application. This amount will be applied on the \$150.00 pet deposit if the pet application is approved.~~

~~The responsibility form must be renewed each year by June 30th.~~

Pet Agreement: Residents who have been approved to have a pet must enter into a pet agreement with RIHA, or the approval of the pet will be withdrawn.

The pet agreement is the resident's certification that he or she has received a copy of RIHA's pet policy and applicable house rules, that he or she has read the policies and/or rules, understands them and agrees to comply with them.

The resident further certifies by signing the pet agreement that he or she understands that noncompliance with RIHA's pet policy and applicable house rules may result in the withdrawal of PHA approval of the pet or termination of tenancy.

Definition of "Common Household Pet": *Common household pet* means a domesticated animal, such as a dog, cat, bird or fish that is traditionally recognized as a companion animal and is kept in the home for pleasure rather than commercial purposes.

~~A common household pet is defined as being a cat, dog, goldfish or tropical fish, canary, parakeet, cockatiel, lovebird, hamster, gerbil, guinea pig or rabbit.~~

Pet Restrictions: The following animals are not permitted:

Any animal whose adult weight will exceed 25 30 pounds; Dogs of the pit bull, rottweiler, doberman, chow or boxer breeds.

Number of Pets: Residents may own a maximum of 2 pets, only 1 of which may be a dog. In the case of fish, residents may keep no more than can be maintained in a safe and healthy manner in a tank holding up to 10 gallons. Such a tank or aquarium will be counted as 1 pet.

~~The following number of pets to a unit will be permitted: two (2) cats, one (1) dog, one (1) fish bowl or tank, one (1) cage with no more than two (2) birds, two (2) hamsters, two (2) guinea pigs, one (1) gerbil, one (1) rabbit. A tank or aquarium holding up to 10 gallons will be counted as one (1) pet. A combination of no more than two (2) types of pets will be allowed to a unit.~~

Other Requirements: Dogs and cats must be spayed or neutered at the time of registration or, in the case of underage animals, within 30 days of the pet reaching 6 months of age. Exceptions may be made upon veterinary certification that subjecting this particular pet to the procedure would be temporarily or permanently medically unsafe or unnecessary.

Pet Rules: Pet owners must maintain pets responsibly, in accordance with PHA policies, and in compliance with applicable state and local public health, animal control, and animal cruelty laws and regulations [24 CFR 5.315; 24 CFR 960.707(a)].

~~Pets must go directly from their floor to the elevator and down to first floor to the outside and back the same way.~~

~~Only one (1) pet is allowed in elevator at a time. If one (1) pet is in the car when it stops at a floor, the pet owner must wait for a car without a pet.~~

~~Pets are not permitted on other floors other than first floor or their own apartment floor.~~

~~Pets are never permitted in the public rooms, i.e.: office, community room, laundry room, lounge, or smoking room.~~

~~Pets are not permitted in hallways except for proceeding directly to the elevator or apartment when entering or exiting.~~

~~Any pet suffering illness must have an appointment within two (2) days with a veterinarian for diagnosis and treatment. The Rock Island Housing Authority must, upon demand, be shown a statement from the veterinarian indicating the diagnosis. Any pet suspected of suffering symptoms of rabies or any other disease considered to be a threat to health must be immediately removed from the premises until signed evidence from a veterinarian can be produced to indicate that the animal is not so afflicted.~~

~~Resident pet owners agree to control the noise of his/her pet such that it does not constitute a nuisance to other tenants. This includes, but is not limited to, loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities. Failure to so control pet noise may result in the removal of the pet from the premises.~~

~~PUBLIC HOUSING AUTHORITY SHALL TAKE ALL NECESSARY ACTIONS UNDER THE LAW TO REMOVE ANY PET THAT CAUSES BODILY INJURY TO ANY TENANT, GUEST, VISITOR, OR STAFF MEMBER.~~

~~All resident pet owners shall provide adequate care, nutrition, exercise, and medical attention for their pets. Pets that appear to be poorly cared for or are left unattended for longer than the required designated time as specified under the description of pet requirements for that specific pet will be reported to the Humane Society and will be removed from the premises at the pet owner's expense.~~

~~In the event of a tenant's sudden illness, the resident pet owner agrees that management shall have discretion~~

~~with respect to the provision of care for the pet consistent with policy guidelines and at the expense of the resident pet owner unless written instruction with respect to such care are provided in advance by the resident to the project office. All care shall be at the resident's expense.~~

~~Unwillingness on the part of named caretakers of a pet to assume custody of the pet shall relieve management of any requirement to adhere to any written instruction with respect to the care or disposal of a pet and shall be considered as authorization to management to exercise discretion in such regard consistent with policy guidelines.~~

~~Resident pet owners acknowledge that other residents may have chemical sensitivities or allergies related to pets or be easily frightened by such animals. The resident, therefore, agrees to exercise common sense and common courtesy with respect to such other resident's right to peaceful and quiet enjoyment of the premises.~~

Designated Pet/No-Pet Areas [24 CFR 5.318(g), PH Occ GB, p. 182]: RIHA may designate buildings, floors of buildings, or sections of buildings as no-pet areas where pets generally may not be permitted. Pet rules may also designate buildings, floors of building, or sections of building for residency by pet-owning tenants.

RIHA may direct initial tenant moves as may be necessary to establish pet and no-pet areas. RIHA may not refuse to admit, or delay admission of, an applicant on the grounds that the applicant's admission would violate a pet or no-pet area. RIHA may adjust the pet and no-pet areas or may direct such additional moves as may be necessary to accommodate such applicants for tenancy or to meet the changing needs of the existing tenants.

RIHA may not designate an entire development as a no-pet area, since regulations permit residents to own pets.

With the exception of common areas as described in the previous policy, RIHA has not designated any buildings, floors of buildings, or sections of buildings as no-pet areas. In addition, RIHA has not designated any buildings, floors of buildings, or sections of buildings for residency of pet-owning tenants.

The pet owner shall be responsible for the removal of waste from the exercise area by placing it in a sealed plastic bag and disposing of it in a container provided by RIHA. The pet owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.

Each pet owner shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet. Each pet owner shall be responsible for appropriately training and caring for his/her pet to ensure that the pet is not a nuisance or danger to other residents and does not damage PHA property. No animals may be tethered or chained inside or outside the dwelling unit at any time.

### **~~DOG OWNER REQUIREMENTS:~~**

~~Any dog must be no less than six (6) weeks old.~~

~~Dog must be spayed or neutered by six (6) months of age and proof must be furnished to the Housing Manager.~~

~~Each dog must be licensed by proper authority and proof of license renewal must be furnished by the tenant each year by June 30th to his or her Housing Manager.~~

~~The dog must wear a collar at all times showing license and owner's name and address.~~

~~Each year by June 30th, the tenant must show proof that the dog has had the proper Parvo shots and distemper and rabies shots, the proof must be signed by a veterinarian.~~

~~A dog cannot be over 20 inches tall at the top of the shoulder or weigh over 30 pounds when it is considered full-grown.~~

~~A dog must be on a leash at all times when outside owner's apartment unless it is in an approved locked pet carrier. The leash must be no longer than six (6) feet long. Any city, county or state rules governing the leashing of animals shall also apply.~~

~~Dogs cannot be on Rock Island Housing Authority property between 9:00 a.m. and 4:30 p.m.~~

~~The pet owner must have a utensil such as a “Pooper Scooper” to use to remove any waste from his/her pet as soon as it is deposited on Rock Island Housing Authority property. The waste must then be placed in a plastic bag, sealed tightly, and disposed of as trash.~~

~~**IMPORTANT:** Only one (1) pet is allowed in an elevator at a time. If one (1) pet is in the car when it stops at a floor, the pet owner must wait for a car without a pet.~~

~~No dog may stay alone in an apartment for more than 12 hours. It is the responsibility of the tenant if they have to leave suddenly and be away for more than 12 hours to take the pet elsewhere until they return. If a pet is found alone, Pet Removal policy (Section 10-I.M) will take effect.~~

~~Pet owner must designate an alternative residence for the pet before management approves pet.~~

~~Pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances where damages occur to the Housing Authority property due to pet or removal of pet feces by staff.~~

~~Pet owners shall be charged \$10.00 each time for not removing the feces of their pet. After the third (3<sup>rd</sup>) offense, the Health Department will be notified~~

~~Pet owners are not to allow their pet to urinate on bushes.~~

~~Clean up of common area required because of attributable pet nuisance shall be billed to and paid by the resident pet owner within thirty (30) days of incident.~~

~~Pet owners will be responsible for all cost incurred if their pet inflicts bodily injuries on a person.~~

~~Pet Owners will be responsible for all cost incurred if their pet damages property belonging to RIHA or another tenant.~~

### **CAT OWNER REQUIREMENTS:**

~~Cats may be not less than six (6) weeks old.~~

~~All cats must be litter trained before admission.~~

~~The cat must be declawed (front claws only) by five (5) months old and spayed or neutered by six (6) months. Proof must be shown to the Housing Manager~~

~~The cat must wear a collar at all times showing owner’s name and address plus a flea collar.~~

~~Proof must be shown before admission and each year by June 30th that the cat has had the proper FVR CP and rabies and distemper shots. This proof must be signed by a veterinarian.~~

~~Cat must be on a leash at all times when outside of the owner’s apartment unless is in an approved locked pet carrier. The least must be no longer than six (6) feet. Any city, county, or state rule governing the leashing of animals shall apply.~~

~~Tenant must use a Rock Island Housing Authority approved type litter box, which is kept clean daily. Litter must be put in a sealed plastic bag and disposed of daily.~~

~~No cat can be over eight (8) inches tall at the shoulders or weigh over 15 pounds.~~

~~Cats may be exercised on the Rock Island Housing Authority property.~~

~~No cat may stay alone in an apartment overnight for more than 24 hours. It is the responsibility of the tenant if they have to leave suddenly and be away overnight to take the pet elsewhere until they return. If a pet is found alone, Pet Removal policy (Section 10-I.M) will take effect.~~

~~The pet owner must have a utensil such as a “Pooper Scooper” to use to remove any waste from his pet as soon as it is deposited on Rock Island Housing Authority property. The waste must then be placed in a plastic bag, sealed tightly, and disposed of as trash.~~

~~The flea collar must be changed every three (3) months.~~

~~All animal waste or litter from cat litter boxes shall be picked up immediately by the pet owner and disposed of in a sealed plastic bag and placed in trash bins. Cat litter shall be changed at least twice a week.~~

~~No cat litter—regular, scoopable or flushable—shall be disposed of by flushing down toilets. Charges for unclogging toilets or clean up of common area required because of attributable pet nuisance shall be billed to and paid by the resident pet owner within thirty (30) days of incident.~~

~~Clean up of common area required because of attributable pet nuisance shall be billed to and paid by the resident pet owner within thirty (30) days of incident.~~

~~Pet owners will be responsible for all cost incurred if their pet inflicts bodily injuries on a person.~~

~~Pet Owners will be responsible for all cost incurred if their pet damages property belonging to RIHA or another tenant.~~

### **~~BIRD OWNER REQUIREMENTS~~**

~~No monthly maintenance fee unless a problem exists.~~

~~No more than (2) birds to a unit will be permitted. Canaries, parakeets, cockatiels or lovebirds only. **No parrots.**~~

~~The cage must be no larger than five (5) feet high and four (4) feet wide.~~

~~Cages must be cleaned and debris disposed of in a plastic bag to be put in the trash immediately.~~

~~Birds must be healthy and free of disease at all times.~~

~~Birds that do not have their wing clipped must be in a cage when inside of the resident's apartment. Birds must be in a cage when entering or leaving the building.~~

~~Birds are not permitted to be left alone in an apartment over 24 hours unless an arrangement for daily care has been made by the owner.~~

~~Clean up of common area required because of attributable pet nuisance shall be billed to and paid by the resident pet owner within thirty (30) days of incident.~~

~~Pet owners will be responsible for all cost incurred if their pet inflicts bodily injuries on a person.~~

~~Pet Owners will be responsible for all cost incurred if their pet damages property belonging to RIHA or another tenant.~~

### **~~FISH OWNER REQUIREMENTS~~**

~~One (1) fish tank only permitted to a unit and must not be bigger than twenty (20) gallon size, or one (1) large gold fish bowl no more than one (1) gallon size.~~

~~Fish may not be alone in the unit over one (1) week unless the owner has made arrangements for daily care.~~

~~Pet owner must be aware when cleaning or filling fish tanks that water damage done to tenant's apartment or apartments under him will be billed to the pet owner and any charges must be paid within 30 days of the incident.~~

~~Clean up of common area required because of attributable aquarium nuisance shall be billed to and paid by the resident pet owner within thirty (30) days of incident.~~

~~Pet Owners will be responsible for all cost incurred if their aquarium damages property belonging to RIHA or another tenant.~~

Alterations to the Unit: Installation of pet doors is prohibited.

**Pet Rule Violations:** All complaints of cruelty and all dog bites will be referred to animal control or an applicable agency for investigation and enforcement.

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the pet rules, written notice will be served.

The notice will contain a brief statement of the factual basis for the determination and the pet rule(s) that were violated. The notice will also state:

That the pet owner has 10 business days from the effective date of the service of notice to correct the violation or make written request for a meeting to discuss the violation;

That the pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and

That the pet owner's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to remove the pet, or to terminate the pet owner's tenancy.

**Notice for Pet Removal:** The notice will contain a brief statement of the factual basis for RIHA's determination of the pet rule that has been violated; the requirement that the resident /pet owner must remove the pet within 30 calendar days of the notice; and a statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

**Termination of Tenancy:** RIHA may initiate procedures for termination of tenancy based on a pet rule violation if the pet owner has failed to remove the pet or correct a pet rule violation within the time period specified; or the pet rule violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

**Emergencies:** RIHA will take all necessary steps to ensure that pets that become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are immediately removed from the premises by referring the situation to the appropriate state or local entity authorized to remove such animals. If it is necessary for RIHA to place the pet in a shelter facility, the cost will be the responsibility of the pet owner. If the pet is removed as a result of any aggressive act on the part of the pet, the pet will not be allowed back on the premises.

**Pet Deposit Refund:** RIHA may use the pet deposit only to pay reasonable expenses directly attributable to the presence of the pet, including (but not limited to) the costs of repairs and replacements to, and fumigation of, the tenant's dwelling unit. ~~All units occupied by a dog or cat will be fumigated upon being vacated, the cost of which will be born by the security deposit.~~

**Pet-Related Damages:** All reasonable expenses incurred by RIHA as a result of damages directly attributable to the presence of the pet in the project will be the responsibility of the resident

If the resident is in occupancy when such costs occur, the resident shall be billed for such costs in accordance with the policies in Section 8-I.G, Maintenance and Damage Charges. Pet deposits will not be applied to the costs of pet-related damages during occupancy. Charges for pet-related damage are not part of rent payable by the resident.

**Pet Waste Removal Charge:** The regulations do not address RIHA's ability to impose charges for house pet rule violations. However, charges for violation of PHA pet rules may be treated like charges for other violations of the lease and PHA tenancy rules.

A separate pet waste removal charge of \$10.00 per occurrence will be assessed against pet owners who fail to remove pet waste in accordance with this policy.

Notices of pet waste removal charges will be in accordance with requirements regarding notices of adverse action. Charges are due and payable 14 calendar days after billing. If the family requests a grievance hearing within the required timeframe, RIHA may not take action for nonpayment of the charge until the conclusion of the grievance process.

Charges for pet waste removal are not part of rent payable by the resident.

**Non-refundable Nominal Pet Fee:** PHAs may require payment of a non-refundable nominal pet fee to cover the reasonable operating costs to the development relating to the presence of pets [24 CFR 960.707(b)(1)]. RIHA does not require pet owners to pay a non-refundable nominal pet fee.

## Asset Management

Approved additions to the Plan are the **blue text**. Approved deletions are ~~red, strikethrough text~~. Text already in the Plan is plain.

In 2003, RIHA contracted with Goodwin & Associates to assist the agency in completing an Asset Management Plan and conduct the supporting Physical Needs Assessment and Market Study. In formulating the Plan, the team sought input from all constituencies, meeting with the residents, commissioners, City staff, community leaders, RIHA staff, and citizens of Rock Island. In keeping with the input provided by these groups and the analysis of both the physical maintenance needs of the properties and the housing needs of current and future residents, an innovative approach allowing all participants and stakeholders to benefit was developed.

As part of the Asset Management Plan each property was evaluated based on its present and future value for current and future residents, the City, the community and RIHA. This Plan recommended options and suggestions to keep and maintain, to keep and upgrade, or to demolish and replace each RIHA property.

Five years following the original asset management assessment, Goodwin & Associates conducted a follow-up assessment in 2008 as well as a new Physical Needs Assessment. Thus was created the updated Asset Management Plan.

Now, with the American Recovery and Reinvestment Act (ARRA) of 2009, RIHA has the opportunity to apply for new stimulus monies that if awarded, would allow the agency to redevelop each of its properties. RIHA is positioned to proactively respond to those development funds through its Asset Management Plan which provides the framework for implementation. By actively pursuing the stimulus funding opportunities, RIHA is not only fulfilling its 2003 Asset Management Plan promise, it is actively meeting the housing needs of the families and individuals it serves by providing them with more choices and more control over where they live.

Projects that could be positively impacted by ARRA funding if awarded include:

- Spencer Towers
- Lincoln Homes
- Manor Homes
- Now Vacant Valley Homes Site

Additional development opportunities include:

- Special Needs Complex
- In-fill housing

The stimulus funds available include several competitive grants with extremely tight deadlines. While RIHA completes its funding applications, it will be simultaneously conducting multiple meetings with neighborhood, community and City leaders as well as several public meetings to discuss ideas and recommendations for the redevelopment of its properties. If RIHA does not receive ARRA funding, it may seek other funding sources for these projects.

Funding will allow RIHA to develop a continuum of housing designed to serve elderly persons, persons with disabilities and families. It will also allow the agency to offer current and future residents new, low-density rental units and single-family for-sale homes with today's amenities. Each of the new developments will be mixed-income including some market-rate.

### **Spencer Towers**

Built in 1972, Spencer Towers is a nine-floor, 199-unit, low-income high-rise in downtown Rock Island. Spencer is currently home to a mixed population comprised of both elderly and non-elderly disabled individuals.

Spencer Towers is the only high-rise apartment building in the City that is across the street from the Mississippi River. Spencer is a signature building with phenomenal potential. It boasts spectacular views of the river, is two blocks from the City's arts and entertainment hub, multiple restaurants and galleries and is surrounded by well-kept grounds with multiple mature trees.

Based on the 2003 Asset Management Plan, Spencer Towers should be kept in the RIHA inventory and developed into a mixed-income development. The redevelopment of Spencer Towers is included in the City of Rock Island Consolidated Plan and RiverVision, a joint initiative between the cities of Rock Island and Davenport, Iowa.

2008 Physical Needs Assessment: The building is structurally sound, is in an excellent location and could be reconfigured from a one-bedroom elderly and disabled public housing property to a mixed-income rental development.

Asset Management Plan Implementation: Spencer Towers will be redeveloped and reconfigured into a mixed-income development designed to accommodate active adults.

### **Lincoln Homes**

Lincoln Homes is located in what is considered to be the "community heart" of Old Chicago near Martin Luther King Community Center, Second Baptist Church and Douglas Park Place. It was constructed in 1953 on 2.29 acres of land and includes 45 dwelling units in seven residential buildings. According to the 2003 Asset Management Plan, the property should be maintained, monitored and reevaluated in 5 – 10 years to determine its long-term value and sustainability as a viable property. The renovation of Lincoln Homes is part of the City of Rock Island NEW Old Chicago Redevelopment Plan.

2008 Physical Needs Assessment: Lincoln Homes is over 50 years old, is obsolete, has sinking first level concrete slab floors and has extensive termite damage in the walls and second level floors. One entire building is now uninhabitable because termite damage has made it unsafe for occupancy. Without immediate and extensive wall and floor repair and termite treatment, the remaining buildings will quickly become unsafe for occupancy. In addition, a recent environmental study indicated that portions of the land on which Lincoln Homes stands includes a ponding area where storm water runoff collects which may account for the sinking concrete floors.

HUD does not consider the renovation of public housing properties viable when costs exceed 90% of Total Development Cost (TDC) for new construction. The 2008 physical needs assessment revealed the total renovation costs for Lincoln Homes to be 173% of TDC for new construction. Therefore renovating the property is not feasible, and it should be demolished and replaced.

Asset Management Plan Implementation: Lincoln Homes will be replaced in phases, and new housing will be developed before demolition begins. As buildings are demolished, RIHA will develop new affordable mixed-income housing. Construction could begin in the unimproved playground areas to help facilitate the phased demolition and replacement of units. Additional in-fill lots and nearby vacant land will also be considered for the development of additional affordable housing which will also facilitate a phased approach to the demolition and replacement of existing units.

Because of its location and close proximity to the Martin Luther King Community Center, Second Baptist Church and Douglas Park Place, the redevelopment of Lincoln Homes will have a long-term positive effect on the area ultimately creating an entirely new community.

### **Manor Homes**

Manor Homes was constructed in 1952 on 4.34 acres of land and includes 102 dwelling units. Manor Homes is similar to Lincoln Homes in that it is over 50 years old, is obsolete, has sinking first level concrete slab floors and has extensive termite damage in the walls and second level floors. The damage to Manor Homes is not as advanced as Lincoln Homes. However, if not redeveloped, Manor Homes will continue to decay resulting in the units becoming uninhabitable.

2008 Physical Needs Assessment: HUD does not consider the renovation of public housing properties viable when costs exceed 90% of Total Development Cost (TDC) for new construction. The 2008 physical needs assessment revealed the total renovation costs for Manor Homes to be 119.25% of TDC for new construction. Therefore renovating the property is not feasible and it should be demolished and replaced.

Asset Management Plan Implementation: Manor Homes will be replaced in phases and new housing will be developed before demolition begins. As buildings are demolished, RIHA will develop new affordable mixed-income housing. Construction will begin in the playground area to better facilitate the phased demolition and replacement of existing units.

### **Former Valley Homes Site**

Valley Homes was completed in the early 1970's with 102 original units. Three buildings totaling 45 units were demolished in 1994 and 1997 to reduce density. The three remaining buildings comprised of 57 units were recommended for demolition as part of the 2003 Asset Management Plan.

The first Valley Homes resident relocated on November 8, 2004. By July 31, 2005, the severely distressed public housing property was officially vacated and awaiting demolition – a full five

months ahead of the original date of December 31, 2005. Valley Homes was demolished in October 2005.

Of the 53 Valley Homes resident families, four became first-time homeowners, purchasing homes in Rock Island. Twelve relocated outside of Rock Island to areas including Chicago, IL, Davenport, IA, and St Louis, MO. Four families relocated to other RIHA properties, and one was over Section 8 income guidelines and rented a market-rate apartment without assistance. The remaining 32 families rented within the City of Rock Island. Of these 32, nine have moved into apartments while 23 have rented single-family homes in multiple neighborhoods.

The 2003 Asset Management Plan recommended that the vacant land be redeveloped to include up to 40 mixed-income homes. According to the recommended Plan, the number of homes would be driven by design (townhouse, duplex, condo or single-family) and funding sources.

The now vacant Valley Homes site includes 8.5-acres, 6 acres of which is buildable. The site is bounded by residential buildings to the north and south and sandwiched between hilly, wooded terrain to the east and west. The site is generally rectangular in shape and is rolling, although the terrain rises toward the south with a retaining wall and wooded area. A retaining wall is also located along the eastern border. Because of the surrounding hilly topography, the site sits in a “bowl”, though drainage is adequate toward the northwest. Access to the site is available from 25<sup>th</sup> Street. While the obsolete public housing structures have been demolished and the site has been cleared, significant serious infrastructure issues remain making the property costly to redevelop.

Over the past three years, RIHA has applied for two federal HOPE VI grants and one Tax Credit opportunity through the Illinois Housing Development Authority (IHDA) for the redevelopment of the property. To date, RIHA has been unable to secure the funding required to both correct the challenges associated with the infrastructure and build the recommended replacement housing.

Asset Management Plan Implementation: Because of location, the best use of the former Valley Homes site is the construction of mixed-income, for sale homes. The homes will include townhouses and single-family construction. Given the market demand, up to 40 mixed-income units could be constructed.

### **Special Needs Complex**

The 70-unit Special Needs complex is designated for individuals and families with at least one household member with a disability. The units will be affordable, offer independence and accessibility and provide the supportive services necessary for resident success.

The facility will be completed in a single phase and will include one of the two buildings currently existing on the property. The family development will include 8 two-bedroom units, 46 one-bedroom units and 14 three-bedroom units. Supportive Services will be offered and made available by Robert Young Center staff. The apartments will be designed and constructed to meet special needs including wheelchair access, wider doorways, ramps, lower cabinets and roll-in showers. The facility will also accommodate access for much needed services such as

healthcare providers, community amenities and supermarkets – each of which is critical to ensuring the independent life style that the campus will offer.

The goals of the project are to meet the needs of persons with disabilities by removing the barriers to community living, providing quality safe, affordable housing and providing the case-management, support-services and activities required for long-term success.

~~The funding application for the development of the Special Needs Complex has passed the first hurdle and has moved on for further review.~~ This project will be financed through an OFFP/Mixed Finance transaction whereby RIHA would leverage about \$2.6M (\$2M from AMP 18-4 Excess Cash and \$.6M of RHF funds) to acquire 33 ACC units out of the proposed total of 70 units. As discussed in the Project-Based Voucher component of HUD Form-50075 (Agency Plan Template), the development may also include certain project-based (HCV) units. RIHA has procured a developer for this special needs facility. This transaction to closed in early 2010. The total estimated cost of the project is \$13,000,000. The project location is 2821 – 5<sup>th</sup> Street, Rock Island, IL, and adjoining sites.

### **In-Fill Housing**

Providing families and individuals more choices and more control over where they live increases their level of self-sufficiency allowing them to effectively climb the housing ladder. In-fill housing is an important aspect of this process and is a key element in stabilizing neighborhoods that are in the process of turning around. In-fill housing provides quality housing options for families seeking to return to the neighborhoods in which they were raised. The introduction of in-fill housing into these neighborhoods creates new homes reducing the number of vacant lots and obsolete housing. It instills growth, enhances economic development, creates pride and stimulates economic self-sufficiency among current and future residents.

Asset Management Plan Implementation: The City of Rock Island has provided RIHA with multiple lots to develop new affordable mixed-income housing. The new housing constructed on these lots will be used to facilitate the phased demolition and replacement of other RIHA redevelopment activities.

## **Violence Against Women Reauthorization Act of 2005 (VAWA)**

Rock Island Housing Authority has adopted extensive policies regarding VAWA for admissions and participation in both its low-income public housing and Section 8 Housing Choice Voucher programs.

Further, RIHA has established waiting list preference points for victims of domestic violence, dating violence, sexual assault or stalking for persons applying for housing. Victims can either bring documentation such as police reports and restraining orders or correspondence from agencies assisting victims (including but not limited to shelters). Victims can also self-certify using the form HUD-50066.

For residents, RIHA has partnered with Healing Waters Empowerment Project. Healing Waters' mission is to address and prevent domestic violence and all violence by identifying its causes and effects and implementing and supporting programs, activities and events that will enhance the quality of life for individuals and families. Healing Waters provides workshop sessions and support groups as well as individual mentoring.

Currently, Healing Waters operates weekly at one public housing site and is looking to expand to a second site in the next six months and a third within the next 18 months. RIHA also works closely with Family Resources and Christian Family Care Center, local advocacy agencies, to provide referrals for services for residents and participants who request assistance.

RIHA also contracts with the Rock Island Police Department to have a dedicated Liaison Police Officer who works mainly at RIHA properties. This officer is able to assist victims with any criminal charges they pursue as well as by linking them with resources.

## **Plan for Conforming to the Requirements of the Carbon Monoxide Alarm Detector Act**

RIHA has been fully compliant with the requirements of the Carbon Monoxide Alarm Detector Act for more than two and one half years. All 487 public housing units have carbon monoxide alarm detectors installed within 15 feet of all sleeping areas and on each floor of the units. The Section 8 Manager requires all units occupied through the Housing Choice Voucher Program to conform to the Carbon Monoxide Alarm Detector Act during Housing Quality Standards inspections. Any units not conforming to the act fail their HQS inspection and subsidy is abated until the unit fully complies.

**ROCK ISLAND HOUSING AUTHORITY  
RESIDENT ADVISORY BOARD  
COMMENTS AND RECOMMENDATIONS  
May 25, 2010**

My name is Michelle Gugelmeyer and I am the spokesperson for the Resident Advisory Board. Other board members include: Edna Watson who also represents the Housing Choice Voucher Program along with me; Robert Hedger and Shellee Nylin , represent Spencer Towers, Jerry Cacari and Glenda Blowers, representatives of Sunset Heights; Barlee Lake and Sharon Buchanan, representing Manor Homes and LaTonya Dale, who represents Lincoln Homes.

Each year the RAB is asked to review, solicit resident comments, and make recommendations to the Housing Authority Staff and Board of Commissioners regarding the Agency Plan.

The board met three times and attended individual tenant meetings to solicit comments regarding changes in the plan. We did not receive comments from the residents at the public hearing nor at tenant meetings regarding the proposed changes. All residents were in favor of the proposed changes.

The Resident Advisory Board endorses and recommends that the Rock Island Housing Authority Board of Commissioners approve the proposed changes to the 2010 Agency Plan.

Sincerely,



Michelle Gugelmeyer, RAB Spokesperson

## **RIHA Analysis of RAB Recommendations**

As there were no comments or recommendations received from the Resident Advisory Board in relations to the proposed changes to the its Agency Plan, RIHA has made no analysis or any further decisions.

### **AFFIRMATIVELY FURTHERING FAIR HOUSING**

Approved additions to the Plan are the **blue text**. Approved deletions are **red, strikethrough text**.  
Text already in the Plan is plain.

#### **OTHER STEPS TAKEN BY RIHA**

RIHA also strives to further fair housing by:

- Capturing and maintaining socio-economic and demographic data during public housing and Section 8 application process and at program admission;
- Following Admission and Continued Occupancy policies (ACOP) and Administrative Plan policies by using the fair housing standards outlined in CFR and filling vacancies as they arise;
- Providing a process for Reasonable Accommodation for Persons with Disabilities in both the Admission and Continued Occupancy policies (ACOP) and Administrative Plan;
- Providing housing to World Relief refugees through partnership with local organizations.

All applicant and resident data kept by RIHA regarding furthering fair housing shall be maintained using the electronic records database HMS for Windows by HABINC. Documentation of the steps taken by RIHA to further fair housing and their impacts shall be kept in tenant and applicant files where appropriate, in property binders maintained by Property Managers or the Section 8 Manager where appropriate and applicable and/or in annual reports to the Board of Commissioners where appropriate.

To further meet the needs of families who qualify as protected classes as well as those who do not, RIHA may operate a Family Unification Program **and/or provide Rental Assistance for Non-Elderly Persons with Disabilities** should funding become available from HUD. As such, in specific response to FUP **and to Rental Assistance for Non-Elderly Persons with Disabilities**, RIHA would take reasonable steps to affirmatively further fair housing for protected classes in regards to these programs that include, but are not limited to:

- Identifying and ensuring certification of FUP-eligible families that may be on RIHA's waiting list and ensuring that the family maintains its original position on the waiting list after certification;
- Appropriately placing all FUP-eligible families referred from the Illinois Department of Children and Family Services (IDCFS) on the HCV waiting list in order of first come, first served;
- Providing services for persons with disabilities discussed in the MOU submitted with the application for FUP funding. IDCFS will provide all services to persons with disabilities discussed in the MOU;

- Examining these programs and identifying any impediments to fair housing choice within them, addressing the impediments in a reasonable fashion in view of available resources;
- Working with the City of Rock Island to implement any of the City's initiatives to affirmatively further fair housing that require RIHA's involvement;
- Maintaining records reflecting these analyses and actions;
- Helping Rental Assistance for Non-Elderly Persons with Disabilities program applicants and participants, where requested by an individual, gain access to supportive services available within the community, but not requiring eligible applicants or participants to accept such supportive services as a condition of continued participation in the program;
- Identifying public and private funding sources to assist participants with disabilities in the Rental Assistance for Non-Elderly Persons with Disabilities program in covering the costs of structural alterations and other accessibility features that are needed as accommodations for their disabilities;
- Not denying other housing opportunities or otherwise restricting access to RIHA programs to eligible applicants who choose not to participate in the Rental Assistance for Non-Elderly Persons with Disabilities program;
- Approving higher rents to owners that provide accessible units with structural modifications for persons with disabilities in accordance with rent reasonableness requirements for applicants and participants of both programs;
- Providing technical assistance, through referrals to local fair housing and equal opportunity offices, to owners interested in making reasonable accommodations or units accessible to persons with disabilities for applicants and participants of both programs;
- Providing housing search assistance in accordance with 24 CFR Section 8.28(a)(3) for applicants and participants of both programs; and

Informing applicants and/or participants of both programs on how to file a fair housing complaint including the provision of the toll free number for the Housing Discrimination Hotline (800-669-9777) and the Federal Information Relay Service (800-887-8339) for persons with hearing or speech impairments.

**Annual Statement/Evaluation Report  
Capital Fund Program, Capital Fund 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 04/30/2011

<b>Part I: Summary</b>					
<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF ROCK ISLAND		<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06801850110 Date of CFFP:		<b>FFY of Grant:</b> 2010  <b>FFY of Grant Approval:</b> 2010	
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>				
3	1408 Management Improvements	46,233	-	-	-
4	1410 Administration (may not exceed 10% of line 20)	94,000	-	-	-
5	1411 Audit	15,000			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	25,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	68,500	-	-	-
10	1460 Dwelling Structures	589,000	-	-	-
11	1465.1 Dwelling Equipment—Nonexpendable	60,000	-	-	-
12	1470 Non-dwelling Structures	-	-	-	-
13	1475 Non-dwelling Equipment	47,500	-	-	-
14	1485 Demolition	-	-	-	-
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	-	-	-	-
17	1499 Development Activities <sup>4</sup>				
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)	945,233	-	-	-
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 <i>Husan Andersson</i>		Date 6/18/10		Signature of Public Housing Director	
				Date	

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

**Annual Statement/Evaluation Report  
Capital Fund Program, Capital Fund 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 04/30/2011

Part II: Supporting Pages								
PHA Name: HOUSING AUTHORITY OF THE CITY OF ROCK ISLAND		Grant Type and Number Capital Fund Program Grant No: IL0601850110 Replacement Housing Factor Grant No:			OFFP/CFPP (Yes/ No): No			Federal FFY of Grant: 2010
Development Number Name/PHA- Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
18-2 Rock Island Manor	General Site Improvement	1450	LS	5,000				
	Sidewalk Repair	1450	LS	15,000				
	Site Drainage & Irrigation Repair	1450	LS	15,000				
	Parking Lot Improvements	1450	LS	10,000				
	Play Ground Improvements	1450	LS	5,000				
	<b>Subtotal - Site Improvements</b>			<b>50,000</b>	-	-	-	
	Roofing & Gutter Replacement	1460	LS	220,000				
	Bldg Exterior Upgrade/Replacement	1460	LS					
	Window-Door Repair/Replacement	1460	LS	15,000				
	Flooring/Wall Covering Replacement	1460	LS	15,000				
	Kitchen Modernization	1460	LS					
	Bath Modernization	1460	LS					
	Unit Modernization	1460	LS	115,000				
	Mech. System Upgrade/Replacement	1460	LS					
	Elect. System Upgrade/Replacement	1460	LS					
	<b>Subtotal - Dwelling Structures</b>			<b>365,000</b>	-	-	-	
	Appliances	1465	LS	10,000				
	Water Heaters	1465	LS	5,000				
	Furnances	1465	LS	5,000				
	<b>Subtotal - Dwelling Equipment</b>			<b>20,000</b>	-	-	-	
	Common Area Upgrades	1470	LS					
	Office Modernization	1470	LS					
	<b>Subtotal - Non-Dwelling Structures</b>			-	-	-	-	
	Elevator Repair/Moderization	1475	LS					
		1475	LS					
	<b>Subtotal - Non-Dwelling Equipment</b>			-	-	-	-	
	Demolition	1485	LS					
	Relocation	1495.1	LS					

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

**Annual Statement/Evaluation Report  
Capital Fund Program, Capital Fund 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 04/30/2011

Part II: Supporting Pages									
PHA Name: HOUSING AUTHORITY OF THE CITY OF ROCK ISLAND		Grant Type and Number Capital Fund Program Grant No: IL0601850110 Replacement Housing Factor Grant No:			OFFP/CFFP (Yes/ No): No			Federal FFY of Grant: 2010	
Development Number Name/PHA- Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
18-3 Lincoln Homes	General Site Improvement	1450	LS	5,000					
	Sidewalk Repair	1450	LS						
	Site Drainage & Irrigation Repair	1450	LS						
	Parking Lot Improvements	1450	LS						
	Play Ground Improvements	1450	LS	1,000					
	<b>Subtotal - Site Improvements</b>			<b>6,000</b>	-	-	-		
	Roofing & Gutter Replacement	1460	LS						
	Bldg Exterior Upgrade/Replacement	1460	LS						
	Window-Door Repair/Replacement	1460	LS						
	Flooring/Wall Covering Replacement	1460	LS						
	Kitchen Modernization	1460	LS						
	Bath Modernization	1460	LS						
	Unit Modernization	1460	LS	14,000					
	Mech. System Upgrade/Replacement	1460	LS						
	Elect. System Upgrade/Replacement	1460	LS						
	<b>Subtotal - Dwelling Structures</b>			<b>14,000</b>	-	-	-		
	Appliances	1465	LS	10,000					
	Water Heaters	1465	LS	5,000					
	Furnances	1465	LS	5,000					
	<b>Subtotal - Dwelling Equipment</b>			<b>20,000</b>	-	-	-		
	Common Area Upgrades	1470	LS						
	Office Modernization	1470	LS						
	<b>Subtotal - Non-Dwelling Structures</b>			-	-	-	-		
	Elevator Repair/Moderization	1475	LS						
		1475	LS						
	<b>Subtotal - Non-Dwelling Equipment</b>			-	-	-	-		
	Demolition	1485	LS						
	Relocation	1495.1	LS						

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

**Annual Statement/Evaluation Report  
Capital Fund Program, Capital Fund 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 04/30/2011

Part II: Supporting Pages								
PHA Name: HOUSING AUTHORITY OF THE CITY OF ROCK ISLAND		Grant Type and Number Capital Fund Program Grant No: IL06901850110 Replacement Housing Factor Grant No:			OFFP/CFFP (Yes/ No): No			Federal FFY of Grant: 2010
Development Number Name/PHA- Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
18-4 Sunset Heights	General Site Improvement	1450	LS	5,000				
	Sidewalk Repair	1450	LS					
	Site Drainage & Irrigation Repair	1450	LS					
	Parking Lot Improvements	1450	LS					
	Play Ground Improvements	1450	LS					
	<b>Subtotal - Site Improvements</b>			<b>5,000</b>	-	-	-	
	Roofing & Gutter Replacement	1460	LS					
	Bldg Exterior Upgrade/Replacement	1460	LS					
	Window-Door Repair/Replacement	1460	LS					
	Flooring/Wall Covering Replacement	1460	LS					
	Kitchen Modernization	1460	LS					
	Bath Modernization	1460	LS					
	Unit Modernization	1460	LS	25,000				
	Mech. System Upgrade/Replacement	1460	LS					
	Elect. System Upgrade/Replacement	1460	LS	85,000				
	<b>Subtotal - Dwelling Structures</b>			<b>110,000</b>	-	-	-	
	Appliances	1465	LS	10,000				
	Water Heaters	1465	LS					
	Furnances	1465	LS					
	<b>Subtotal - Dwelling Equipment</b>			<b>10,000</b>	-	-	-	
	Common Area Upgrades	1470	LS					
	Office Modernization	1470	LS					
	<b>Subtotal - Non-Dwelling Structures</b>			-	-	-	-	
	Elevator Repair/Moderization	1475	LS					
		1475	LS					
	<b>Subtotal - Non-Dwelling Equipment</b>			-	-	-	-	
	Demolition	1485	LS					
	Relocation	1495.1	LS					

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

**Annual Statement/Evaluation Report  
Capital Fund Program, Capital Fund 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 04/30/2011

Part II: Supporting Pages								
PIIA Name: HOUSING AUTHORITY OF THE CITY OF ROCK ISLAND		Grant Type and Number Capital Fund Program Grant No: IL06P01850110 Replacement Housing Factor Grant No:			OFFP/CFPP (Yes/ No): No			Federal FFY of Grant: 2010
Development Number Name/PHA- Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
18-6 Spencer Towers	General Site Improvement	1450	LS	5,000				
	Sidewalk Repair	1450	LS					
	Site Drainage & Irrigation Repair	1450	LS					
	Parking Lot Improvements	1450	LS	2,500				
	Play Ground Improvements	1450	LS					
	<b>Subtotal - Site Improvements</b>			<b>7,500</b>	-	-	-	
	Roofing & Gutter Replacement	1460	LS					
	Bldg Exterior Upgrade/Replacement	1460	LS					
	Window-Door Repair/Replacement	1460	LS					
	Flooring/Wall Covering Replacement	1460	LS					
	Kitchen Modernization	1460	LS					
	Bath Modernization	1460	LS					
	Unit Modernization	1460	LS	100,000				
	Mech. System Upgrade/Replacement	1460	LS					
	Elect. System Upgrade/Replacement	1460	LS					
	<b>Subtotal - Dwelling Structures</b>			<b>100,000</b>	-	-	-	
	Appliances	1465	LS	10,000				
	Water Heaters	1465	LS					
	Furnances	1465	LS					
	<b>Subtotal - Dwelling Equipment</b>			<b>10,000</b>	-	-	-	
	Common Area Upgrades	1470	LS					
	Office Modernization	1470	LS					
	<b>Subtotal - Non-Dwelling Structures</b>			-	-	-	-	
	Elevator Repair/Moderization	1475	LS	7,500				
		1475	LS					
	<b>Subtotal - Non-Dwelling Equipment</b>			<b>7,500</b>	-	-	-	
	Demolition	1485	LS					
	Relocation	1495.1	LS					

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

**Annual Statement/Evaluation Report  
Capital Fund Program, Capital Fund 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 04/30/2011

Part II: Supporting Pages									
PHA Name: HOUSING AUTHORITY OF THE CITY OF ROCK ISLAND		Grant Type and Number Capital Fund Program Grant No: IL06P01850110 Replacement Housing Factor Grant No:				OFFP/CFFP (Yes/ No): No			Federal FFY of Grant: 2010
Development Number Name/PHA- Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
PHA-Wide	Operations	1406	LS						
	Marketing	1408	LS	5,000					
	Staff Training & Development	1408	LS	20,000					
	Resident Training	1408	LS	5,000					
	Computers & Training	1408	LS	16,233					
	<b>Subtotal - Mgmt Improvements</b>			<b>46,233</b>	-	-	-		
	Salaries & Wages	1410	LS	80,000					
	EBC's	1410	LS	12,000					
	Publications	1410	LS	2,000					
	Legal	1410	LS						
	<b>Subtotal Administrations</b>			<b>94,000</b>	-	-	-		
	Audit	1411	LS	15,000					
	Fees & Costs	1430	LS	25,000					
	Non-Dwelling Structures	1470	LS						
	Office Equipment	1475	LS	10,000					
	Maintenance Equipment	1475	LS	10,000					
	Vehicles	1475	LS						
	Security Equipment	1475	LS	20,000					
	<b>Subtotal - Non-Dwelling Equipment</b>			<b>40,000</b>	-	-	-		

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.



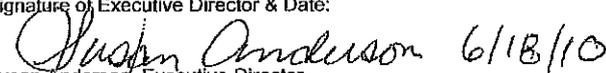
Part I: Summary

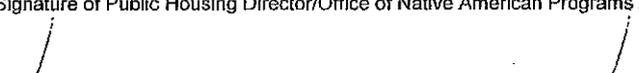
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois	Grant Type and Number Capital Fund Program Grant No: Replacement Housing factor Grant No: IL06R018501-10 Date of CFFP:	FFY of Grant: 2010 FFY of Grant Approval: 2010
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Type of Grant

Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_  Performance and Evaluation Report for Program Year Ending  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20) <sup>3</sup>	0			
3	1408 Management Improvements	0	0	0	0
4	1410 Administration	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0			
8	1440 Site Acquisition				
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment-Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Mod Used for Development <sup>4</sup>	146,038	0	0	0
19	1501 Collateralization or Debt Service	0			
20	Amount of Annual Grant (Sum of Lines 2-19)	\$146,038	\$0	\$0	\$0
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0			
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0			

Signature of Executive Director & Date:  
 6/18/10  
 Susan Anderson, Executive Director

Signature of Public Housing Director/Office of Native American Programs Administrator & 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.

<b>Part I: Summary</b>	
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois	Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 Replacement Housing factor Grant No: Date of CFFP:
FFY of Grant: 2009 FFY of Grant Approval: 2009	

**Type of Grant**  
 Original Annual Statement  Reserve for Disaters/Emergencies  Revised Annual Statement/Revision Number\_\_\_  Performance and Evaluation Report for Program Year Ending 03/31/2010  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised2	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)3	0			
3	1408 Management Improvements	94,838	94,838	9,838	0
4	1410 Administration	94,838	94,838	94,838	0
5	1411 Audit	10,000	10,000	10,000	10,000
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000	50,000	50,000	0
8	1440 Site Acquisition				
9	1450 Site Improvement	64,876	64,876	0	0
10	1460 Dwelling Structures	463,830	608,830	263,830	0
11	1465.1 Dwelling Equipment-Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	25,000	25,000	25,000	5,670
14	1485 Demolition	145,000	0	0	
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Mod Used for Development4	0	0	0	0
19	1501 Collateralization or Debt Service	0			
20	<b>Amount of Annual Grant (Sum of Lines 2-19)</b>	<b>\$948,382</b>	<b>\$948,382</b>	<b>\$453,506</b>	<b>\$15,670</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	220,000	365,000		
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	95,000	95,000		

Signature of Executive Director & Date: Susan Anderson, Executive Director	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
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1 To be completed for the Performance and Evaluation Report form HUD-50075.1 (4/2008)  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement ref Handbook 7485.3  
 3 PHAs with Under 250 units in management may use 100% of CFP Grants for operations.  
 4 RHF funds shall be included here.

Part II: Supporting Pages									
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2009			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
IL.18-2 Manor Homes	General Site Improvement/Landscape	1450	1	14,876					
	Section 504 Upgrades	1460	1	110,000		110,000			
	Stairway Doors	1460	10	10,000		10,000			
	<b>Total for IL.18-2, Rock Island Manor</b>				<b>134,876</b>	<b>0</b>			
	Sub-total account 1450				14,876	0	0	0	
	Sub-total account 1460				120,000	0	120,000	0	
	Sub-total account 1465				0	0	0	0	
Total for IL.18-2, Rock Island Manor				134,876	0	120,000	0		

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2009		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
IL.18-3 Lincoln Homes	Demolition	1485		145,000	0			
	<b>Total for IL.18-3, Lincoln Homes</b>			145,000	0			
	Sub-total account 1485			145,000	0			
	Sub-total account 1495.1			0	0			
	Total for IL.18-3, Lincoln Homes			145,000	0			

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement  
 2 To be completed for the Performance and Evaluation Report

form HUD-50075.1 (4/2008)  
 ref Handbook 74853

Part II: Supporting Pages									
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2009			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
IL.18-4 Sunset Heights	General Site Improvement/Landscape	1450	1	5,000	5,000				
	Repave, Stripe & Seal Parking Areas	1450	1	45,000	45,000				
	New Flooring	1460		65,000	65,000				
	Common Area Painiting	1460		25,000	25,000				
	Section 504 Upgrades	1460		110,000	255,000	110,000			
	<b>Total for IL.18-4 Sunset Heights</b>				<b>250,000</b>	<b>395,000</b>	<b>110,000</b>	<b>0</b>	
	Sub-total account 1450				50,000	50,000	0	0	
Sub-total account 1460				200,000	345,000	0	0		
Sub-total account 1465				0	0	0	0		
<b>Total for IL.18-4, Sunset Heights</b>				<b>250,000</b>	<b>395,000</b>	<b>0</b>	<b>0</b>		

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement  
<sup>2</sup> To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2009			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL.18-5 Valley Homes								
	<b>Total for IL.18-5 Valley Homes</b>			0	0			
	Sub-total account 1450			0	0			
	Sub-total account 1460			0	0			
	Sub-total account 1465			0	0			
	<b>Total for IL.18-5, Spencer Towers</b>			0	0			

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Part II: Supporting Pages

PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2009			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL.18-6 Spencer Towers	General Site Improvement/Landscape	1450	1					
		1450	1					
		1450	1					
	Unit Renovation/Modernization	1460	1	143,830		143,830		
		1499						
	Redevelopment							
	<b>Total for IL.18-6 Spencer Towers</b>				143,830	0	143,830	0
	Sub-total account 1450				0	0	0	0
	Sub-total account 1460				143,830	0	143,830	0
	Sub-total account 1465				0	0	0	0
Sub-total account 1499				0	0	0	0	
<b>Total for IL.18-6, Spencer Towers</b>				143,830	0	143,830	0	

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2009		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
<b>2008</b>	<b>OPERATIONS</b>	<b>1406</b>		<b>0</b>				
	Staff Training	1408	1	69,500				
	Resident Training	1408	1					
	Marketing	1408	1					
	Security	1408	1	3,000		3,000		
	Computers & Training	1408	1	15,000		2,000		
	Preventative Maintenance	1408	1	2,500				
	Studies & Plans	1408	1	4,838		4,838		
	Strategies for 5 year Plan	1408	1					
	<b>Total for 1408, Mgmt. Improvements</b>			<b>94,838</b>	<b>0</b>	<b>9,838</b>	<b>0</b>	
	Modernization salaries/wages	1410		74,838		74,838		
	EBC'S	1410		17,500		17,500		
	Publications	1410		500		500		
	Legal	1410		2,000		2,000		
	<b>Total for 1410, Admin. Costs</b>			<b>94,838</b>	<b>0</b>	<b>94,838</b>	<b>0</b>	
	<b>AUDIT COSTS</b>	<b>1411</b>		<b>10,000</b>		<b>10,000</b>	<b>10,000</b>	Completed
	<b>PHA-WIDE ARCHITECT/ENG. FEES</b>	<b>1430</b>		<b>50,000</b>		<b>50,000</b>		
	<b>NON-DWELLING STRUCTURES</b>	<b>1470</b>		<b>-</b>				
	<b>PHA-WIDE EQUIPMENT</b>							
	Maintenance & Office Equipment	1475		25,000		25,000	5,670	
	<b>Total for 1475, Maintenance Equipment</b>			<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>5,670</b>	
	<b>COLLATERIZATION or DEBT SERVICE</b>	<b>1501</b>		<b>0</b>				

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement  
 2 To be completed for the Performance and Evaluation Report

Part III: Impletentation Schedule for Capital Fund Financing Program							
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois				Federal FFY of Grant: 2009			
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sub>2</sub>
	Original	Revised <sub>1</sub>	Actual <sub>2</sub>	Original	Revised <sub>1</sub>	Actual <sub>2</sub>	
2009	9/14/2011			9/14/2013			

<sub>1</sub> Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

**Part I: Summary**

PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois	Grant Type and Number Capital Fund Program Grant No: IL06P018501-08 Replacement Housing factor Grant No: Date of CFFP:	FFY of Grant: 2008 FFY of Grant Approval: 2008
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**Type of Grant**

Original Annual Statement  Reserve for Disaters/Emergencies  Revised Annual Statement/Revision Number\_\_\_\_  Performance and Evaluation Report for Program Year Ending 03/31/2010  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised2	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)3	0			
3	1408 Management Improvements	85,000	85,000	85,000	37,255
4	1410 Administration	89,867	89,867	89,867	6,852
5	1411 Audit	5,000	5,000	5,000	5,000
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0			
8	1440 Site Acquisition				
9	1450 Site Improvement	50,000	50,000	50,000	40,025
10	1460 Dwelling Structures	171,009	536,000	536,000	19,699
11	1465.1 Dwelling Equipment-Nonexpendable	265,000	50,009	50,009	13,964
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	5,000	5,000	5,000	3,950
14	1485 Demolition	150,000	0	0	
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	85,000	85,000	85,000	0
18	1499 Mod Used for Development4	0	0	0	0
19	1501 Collateralization or Debt Service	0			
20	<b>Amount of Annual Grant (Sum of Lines 2-19)</b>	<b>\$905,876</b>	<b>\$905,876</b>	<b>\$905,876</b>	<b>\$126,745</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	136,009	250,000		
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	126,900	126,900		

Signature of Executive Director & Date: Susan Anderson, Executive Director	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
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1 To be completed for the Performance and Evaluation Report form HUD-50075.1 (4/2008)  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement ref Handbook 7485.3  
 3 PHAs with Under 250 units in management may use 100% of CFP Grants for operations.  
 4 RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-08 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2008		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL.18-2 Manor Homes	General Site Improvement/Landscape	1450	1	20,000	20,000	20,000	20,000	Completed
	Section 504 Upgrades	1460	1		100,000	100,000	4,699	
	Window Replacement	1460	20	35,000	15,000	15,000	15,000	Completed
	Replace Appliances	1465		115,000	20,000	20,000	13,964	
	<b>Total for IL.18-2, Rock Island Manor</b>				<b>170,000</b>	<b>155,000</b>		
	Sub-total account 1450			20,000	20,000	20,000	20,000	
	Sub-total account 1460			35,000	115,000	115,000	19,699	
	Sub-total account 1465			115,000	20,000	20,000	13,964	
	<b>Total for IL.18-2, Rock Island Manor</b>			<b>170,000</b>	<b>155,000</b>	<b>155,000</b>	<b>53,663</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

**Part II: Supporting Pages**

PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P018501-08 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2008				
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
IL.18-3 Lincoln Homes	Demolition	1485		150,000	0			Moved to 18-6	
	Relocation	1495.1		85,000	0	0			
	Development	1499							
	<b>Total for IL.18-3, Lincoln Homes</b>				<b>235,000</b>	<b>0</b>	<b>0</b>		<b>0</b>
	Sub-total account 1485				150,000	0	0		0
	Sub-total account 1495.1				85,000	0	0		0
Sub-total account 1499				0	0	0	0		
Total for IL.18-3, Lincoln Homes				235,000	0	0	0		

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Part II: Supporting Pages									
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-08 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2008			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
IL.18-4 Sunset Heights	General Site Improvement/Landscape	1450	1	10,000	10,000	10,000	10,000	Completed	
	Patio Area Renovation	1450	1	20,000	20,000	20,000	10,025		
	Section 504 Upgrades	1460		76,009	190,000	190,000			
	Replace Appliances	1465		100,000	30,009	30,009			
	<b>Total for IL.18-4 Sunset Heights</b>				<b>206,009</b>	<b>250,009</b>	<b>250,009</b>		<b>20,025</b>
	Sub-total account 1450				30,000	30,000	30,000		20,025
	Sub-total account 1460				76,009	190,000	190,000		0
Sub-total account 1465				100,000	30,009	30,009	0		
<b>Total for IL.18-4, Sunset Heights</b>				<b>206,009</b>	<b>250,009</b>	<b>250,009</b>	<b>20,025</b>		

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P018501-08 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2008			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL.18-5 Valley Homes								
	Total for IL.18-5 Spencer Towers			0	0			
	Sub-total account 1450			0	0			
	Sub-total account 1460			0	0			
	Sub-total account 1465			0	0			
	Total for IL.18-5, Spencer Towers			0	0			

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Part II: Supporting Pages									
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-08 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2008			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2	
				Original	Revised 1	Funds Obligated 2	Funds Expended 2		
IL.18-6 Spencer Towers	General Site Improvement/Landscape	1450	1					Received from 18-3	
		1450	1						
		1450	1						
	Section 504 Upgrades	1460	1	60,000	231,000	231,000			
	Replace Appliances	1465		50,000	0	0			
	Relocation	1495.1		0	85,000	85,000			
	<b>Total for IL.18-6 Spencer Towers</b>				<b>110,000</b>	<b>316,000</b>	<b>316,000</b>		<b>0</b>
	Sub-total account 1450			0	0	0	0		
	Sub-total account 1460			60,000	231,000	231,000	0		
	Sub-total account 1465			50,000	0	0	0		
Sub-total account 1495			0	85,000	85,000	0			
<b>Total for IL.18-6, Spencer Towers</b>				<b>110,000</b>	<b>316,000</b>	<b>316,000</b>	<b>0</b>		

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-08 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2008		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
<b>2008</b>	<b>OPERATIONS</b>	<b>1406</b>		<b>0</b>				
	Staff Training	1408	1	51,500	51,500	51,500	19,755	Completed
	Resident Training	1408	1	15,000	15,000	15,000	7,500	
	Marketing	1408	1	5,000	5,000	5,000	5,000	
	Security	1408	1	1,000	1,000	1,000		
	Computers & Training	1408	1	5,000	5,000	5,000		
	Preventative Maintenance	1408	1	2,500	2,500	2,500		
	Studies & Plans	1408	1	2,500	2,500	2,500	2,500	
	Strategies for 5 year Plan	1408	1	2,500	2,500	2,500	2,500	
	<b>Total for 1408, Mgmt. Improvements</b>			<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>37,255</b>	
	Modernization salaries/wages	1410		70,000	70,000	70,000	5,892	Completed
	EBC'S	1410		17,500	17,500	17,500	960	
	Publications	1410		367	367	367		
	Legal	1410		2,000	2,000	2,000		
	<b>Total for 1410, Admin. Costs</b>			<b>89,867</b>	<b>89,867</b>	<b>89,867</b>	<b>6,852</b>	
	<b>AUDIT COSTS</b>	<b>1411</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	Completed
	<b>PHA-WIDE ARCHITECT/ENG. FEES</b>	<b>1430</b>		<b>0</b>				
	<b>NON-DWELLING STRUCTURES</b>	<b>1470</b>		<b>0</b>				
	<b>PHA-WIDE EQUIPMENT</b>							Completed
	Maintenance & Office Equipment	1475		5,000	5,000	5,000	3,950	
	<b>Total for 1475, Maintenance Equipment</b>			<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>3,950</b>	
	<b>COLLATERIZATION or DEBT SERVICE</b>	<b>1501</b>		<b>0</b>				

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Part III: Impletentation Schedule for Capital Fund Financing Program							
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois				Federal FFY of Grant: 2008			
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
2009	6/12/2011		3/27/2009	6/12/2013			

<sup>1</sup> Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

<b>Part I: Summary</b>	
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois	<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06P018501-07 Replacement Housing factor Grant No: Date of CFFP:
FFY of Grant: 2007 FFY of Grant Approval: 2007	

**Type of Grant**  
 Original Annual Statement  Reserve for Disaters/Emergencies  Revised Annual Statement/Revision Number\_\_\_\_  Performance and Evaluation Report for Program Year Ending 03/31/2010  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised2	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)3	93,167	9,321	9,321	9,321
3	1408 Management Improvements	55,000	55,000	55,000	54,179
4	1410 Administration	93,167	93,167	93,167	32,223
5	1411 Audit	5,000	5,000	5,000	5,000
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000	50,000	50,000	41,723
8	1440 Site Acquisition				
9	1450 Site Improvement	20,000	20,000	20,000	20,000
10	1460 Dwelling Structures	520,333	604,179	604,179	480,552
11	1465.1 Dwelling Equipment-Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	25,000	25,000	25,000	25,000
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	60,000	60,000	60,000	0
18	1499 Mod Used for Development4	10,000	10,000	10,000	10,000
19	1501 Collateralization or Debt Service	0			
20	<b>Amount of Annual Grant (Sum of Lines 2-19)</b>	<b>\$931,667</b>	<b>\$931,667</b>	<b>\$931,667</b>	<b>\$677,998</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0			
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0			

Signature of Executive Director & Date:  Susan Anderson, Executive Director	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
---	---

1 To be completed for the Performance and Evaluation Report form HUD-50075.1 (4/2008)  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement ref Handbook 7485.3  
 3 PHAs with Under 250 units in management may use 100% of CFP Grants for operations.  
 4 RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-07 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2007		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL.18-2 Manor Homes	General Site Improvement/Landscape	1450	1					Completed
	Replace Interior Doors	1460	1	22,500	22,500	22,500	22,500	
		1460						
	<b>Total for IL.18-2, Rock Island Manor</b>			<b>22,500</b>	<b>22,500</b>			
	Sub-total account 1450			0	0	0	0	
Sub-total account 1460			22,500	22,500	22,500	22,500		
Sub-total account 1465			0	0	0	0		
Total for IL.18-2, Rock Island Manor				22,500	22,500	22,500	22,500	

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-07 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2007		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL.18-3 Lincoln Homes	UFAS Compliance	1460		7,706	7,706	7706	7706	Completed
	<b>Total for IL.18-3, Lincoln Homes</b>			<b>7,706</b>	<b>7,706</b>			
	Sub-total account 1460			7,706	7,706			
	Sub-total account 1495.1			0	0			
	<b>Total for IL.18-3, Lincoln Homes</b>			<b>7,706</b>	<b>7,706</b>			

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

**Part II: Supporting Pages**

PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P018501-07 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2007				
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
<b>IL.18-4 Sunset Heights</b>	General Site Improvement/Landscape	1450							
	Repair & Replace Water & Sewer Pipes	1450							
	Repair & Replace Water & Sewer Pipes	1460		278,334	278,334	278,334	253239		
	Renovate Kitchens	1460		40,000	40,000	40,000	40000	Completed	
	Renovate Bathrooms	1460		40,000	40,000	40,000	40000	Completed	
	Domestic Hot water System	1460		94,563	94,563	94,563	94563	Completed	
	Relocation	1495.1		5,000	5,000	5000			
	<b>Total for IL.18-4 Sunset Heights</b>				<b>457,897</b>	<b>457,897</b>	<b>457,897</b>	<b>427,802</b>	
	Sub-total account 1450				0	0	0	0	
	Sub-total account 1460				452,897	452,897	452,897	427,802	
Sub-total account 1495				5,000	5,000	5,000	0		
<b>Total for IL.18-4, Sunset Heights</b>				<b>457,897</b>	<b>457,897</b>	<b>457,897</b>	<b>427,802</b>		

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Part II: Supporting Pages

PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2007			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL.18-5 Valley Homes								
	Total for IL.18-5 Valley Homes			0	0			
	Sub-total account 1450			0	0			
	Sub-total account 1460			0	0			
	Sub-total account 1465			0	0			
	Total for IL.18-5, Spencer Towers			0	0			

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Part II: Supporting Pages									
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2007				
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2	
				Original	Revised 1	Funds Obligated 2	Funds Expended 2		
IL.18-6 Spencer Towers	General Site Improvement/Landscape	1450	1	20,000	20,000	20000	20000	Completed	
		1450							
		1450							
	Replace Air Return Fans	1460	1	37,230	37,230	37,230	22544		
	Replair & Replace Water & Sewer Pipes	1460			83,846	83,846			
	Relocation	1495		55,000	55,000	55,000			
	Redevelopment	1499		10,000	10,000	10,000	10,000	Completed	
	<b>Total for IL.18-6 Spencer Towers</b>				<b>122,230</b>	<b>206,076</b>	<b>206,076</b>	<b>52,544</b>	
	Sub-total account 1450				20,000	20,000	20,000	20,000	
	Sub-total account 1460				37,230	121,076	121,076	22,544	
Sub-total account 1495				55,000	55,000	55,000	0		
Sub-total account 1499				10,000	10,000	10,000	10,000		
<b>Total for IL.18-6, Spencer Towers</b>				<b>122,230</b>	<b>206,076</b>	<b>206,076</b>	<b>52,544</b>		

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement  
 2 To be completed for the Performance and Evaluation Report

Part II: Supporting Pages

PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois		Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 CFFP (Yes/ No): Replacement Housing factor Grant No:		Federal FFY of Grant: 2007				
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
2008	<b>OPERATIONS</b>	<b>1406</b>		<b>93,167</b>	<b>9,321</b>	<b>9,321</b>	<b>9,321</b>	Completed
	Staff Training	1408	1	23,000	23,000	23,000	22,179	Completed
	Resident Training	1408	1	2,000	2,000	2,000	2,000	Completed
	Marketing	1408	1					
	Security	1408	1	10,000	10,000	10,000	10,000	Completed
	Computers & Training	1408	1	5,000	5,000	5,000	5,000	Completed
	Preventative Maintenance	1408	1					
	Studies & Plans	1408	1	5,000	5,000	5,000	5,000	Completed
	Strategies for 5 year Plan	1408	1	10,000	10,000	10,000	10,000	Completed
	<b>Total for 1408, Mgmt. Improvements</b>			<b>55,000</b>	<b>55,000</b>	<b>55,000</b>	<b>54,179</b>	
	Modernization salaries/wages	1410		79,000	79,000	79,000	27,421	
	EBC'S	1410		13,400	13,400	13,400	4,035	
	Publications	1410		167	167	167	167	Completed
	Advertizing	1410		400	400	400	400	Completed
	Legal	1410		200	200	200	200	Completed
	<b>Total for 1410, Admin. Costs</b>			<b>93,167</b>	<b>93,167</b>	<b>93,167</b>	<b>32,223</b>	
	<b>AUDIT COSTS</b>	<b>1411</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	Completed
	<b>PHA-WIDE ARCHITECT/ENG. FEES</b>	<b>1430</b>		<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>41,723</b>	
	<b>NON-DWELLING STRUCTURES</b>	<b>1470</b>		-				
	<b>PHA-WIDE EQUIPMENT</b>							
	Maintenance & Office Equipment	1475		25,000	25,000	25,000	25,000	Completed
	<b>Total for 1475, Maintenance Equipment</b>			<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	
	<b>COLLATERIZATION or DEBT SERVICE</b>	<b>1501</b>		<b>0</b>				

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Part III: Implementation Schedule for Capital Fund Financing Program							
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois						Federal FFY of Grant: 2007	
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
2007	9/12/2009		2/28/2009	9/12/2011			

<sup>1</sup> Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

<b>Part I: Summary</b>		
<b>PHA Name:</b> IL018 <b>Housing Authority of the City of Rock Island, Illinois</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: IL06R018501-09 Replacement Housing factor Grant No: Date of CFFP:	<b>FFY of Grant: 2009</b> <b>FFY of Grant Approval: 2009</b>

**Type of Grant**  
 Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number\_\_\_  Performance and Evaluation Report for Program Year Ending 03/31/2010  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised2	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)3	0			
3	1408 Management Improvements	0	0	0	0
4	1410 Administration	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0			
8	1440 Site Acquisition				
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment-Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Mod Used for Development4	146,570	0	0	0
19	1501 Collateralization or Debt Service	0			
20	<b>Amount of Annual Grant (Sum of Lines 2-19)</b>	<b>\$146,570</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0			
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0			

<b>Signature of Executive Director &amp; Date:</b>  Susan Anderson, Executive Director	<b>Signature of Public Housing Director/Office of Native American Programs Administrator &amp; Date:</b>
--	--

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.

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06P018501-09 CFFP (Yes/ No): Replacement Housing factor Grant No:			Federal FFY of Grant: 2009		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
IL.18-1 TBD	Redevelopment	1499		146,570				The Authority is pursuing a special needs housing development to be financed through an OFFP/Mixed Finance transaction whereby the Authority would leverage about \$2.6M (\$2M from AMP 18-4 Excess Cash and \$.6M of RHF funds) to acquire 33 ACC units out of a proposed 70-unit development. The development may also include certain project-based (HCV) units. The Authority has procured a developer for this special needs facility. Plan calls for this transaction to close in 2009 or early 2010. The total estimated cost of the project is \$13,000,000. The project location is 2821 5th Street, Rock Island, IL and adjoining sites.
	<b>Total for IL.18-1, Rock Island Manor</b>			<b>146,570</b>	<b>0</b>			
	Sub-total account 1499			146,570	0	0	0	
	Sub-total account 1460			0	0	0	0	
	Sub-total account 1465			0	0	0	0	
	<b>Total for IL.18-1, Rock Island Manor</b>			<b>146,570</b>	<b>0</b>	<b>0</b>	<b>0</b>	

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Part III: Impletentation Schedule for Capital Fund Financing Program							
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois				Federal FFY of Grant: 2009			
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
IL.18-1 TBD	9/30/2011			9/30/2013			

<sup>1</sup> Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

<b>Part I: Summary</b>		
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing factor Grant No: IL06R01850108 Date of CFFP:	FFY of Grant: 2008 FFY of Grant Approval: 2008

**Type of Grant**  
 Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_\_  Performance and Evaluation Report for Program Year Ending 03/31/2010  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)s				
3	1408 Management Improvements				
4	1410 Administration				
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				
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 Mod Used for Development <sup>4</sup>	172,860	0	172,860	0
19	1501 Collateralization or Debt Service				
20	<b>Amount of Annual Grant (Sum of Lines 2-19)</b>	<b>\$172,860</b>	<b>\$0</b>	<b>\$172,860</b>	<b>\$0</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0	0		
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0	0		

Signature of Executive Director & Date: Susan Anderson, Executive Director	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
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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.

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Replacement Housing factor Grant No: IL06R01850108 CFFP (Yes/ No):			Federal FFY of Grant: 2009		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
IL018	Development	1499		172,860		172,860		

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Part III: Implementation Schedule for Capital Fund Financing Program							
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois				Federal FFY of Grant: 2008			
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
	9/11/2011			9/11/2013			

<sup>1</sup> Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

<b>Part I: Summary</b>	
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing factor Grant No: IL06R01850107 Date of CFFP:
FFY of Grant: 2007 FFY of Grant Approval: 2007	

**Type of Grant**  
 Original Annual Statement  Reserve for Disaters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_  Performance and Evaluation Report for Program Year Ending 03/31/2010  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised2	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)3				
3	1408 Management Improvements				
4	1410 Administration				
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				
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 Mod Used for Development4	170,533	0	170,533	0
19	1501 Collateralization or Debt Service				
20	<b>Amount of Annual Grant (Sum of Lines 2-19</b>	<b>\$170,533</b>	<b>\$0</b>	<b>\$170,533</b>	<b>\$0</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0	0		
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0	0		

Signature of Executive Director & Date:  Susan Anderson, Executive Director	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
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1 To be completed for the Performance and Evaluation Report form HUD-50075.1 (4/2008)  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement ref Handbook 7485.3  
 3 PHAs with Under 250 units in management may use 100% of CFP Grants for operations.  
 4 RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing factor Grant No: IL06R01850107			Federal FFY of Grant: 2007		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
IL.18-1 TBD	Development	1499		170,533		170,533		The Authority is pursuing a special needs housing development to be financed through an OFFP/Mixed Finance transaction whereby the Authority would leverage about \$2.6M (\$2M from AMP 18-4 Excess Cash and \$.6M of RHF funds) to acquire 33 ACC units out of a proposed 70-unit development. The development may also include certain project-based (HCV) units. The Authority has procured a developer for this special needs facility. Plan calls for this transaction to close in 2009 or early 2010. The total estimated cost of the project is \$13,000,000. The project location is 2821 5th Street, Rock Island, IL and adjoining sites.

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Part III: Implementation Schedule for Capital Fund Financing Program							
PHA Name: IL018				Federal FFY of Grant: 2007			
Housing Authority of the City of Rock Island, Illinois							
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
IL.18-1 TBD	9/30/2009		9/12/2009	9/30/2011			

<sup>1</sup> Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

<b>Part I: Summary</b>		
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing factor Grant No: IL06R01850208 Date of CFFP:	FFY of Grant: 2008 FFY of Grant Approval: 2008

**Type of Grant**  
 Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_\_  Performance and Evaluation Report for Program Year Ending 03/31/2010  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration				
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				
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 Mod Used for Development <sup>4</sup>	78,001	0	78,001	0
19	1501 Collateralization or Debt Service				
20	<b>Amount of Annual Grant (Sum of Lines 2-19)</b>	<b>\$78,001</b>	<b>\$0</b>	<b>\$78,001</b>	<b>\$0</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0	0		
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0	0		

Signature of Executive Director & Date:  Susan Anderson, Executive Director	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
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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.

Part II: Supporting Pages				FFY of Grant: 2008				
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing factor Grant No: IL06R01850208		Federal FFY of Grant: 2008				
Statement/Revision Number <input type="checkbox"/> [X] Performance and Evaluation Report for Program Year Ending				Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL018	Development	1499		78,001		78,001		

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Part III: Implementation Schedule for Capital Fund Financing Program							
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois				Federal FFY of Grant: 2008			
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates 2
	Original	Revised 1	Actual 2	Original	Revised 1	Actual 2	
	9/11/2011		7/31/2008	9/11/2013			

1 Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

<b>Part I: Summary</b>		
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing factor Grant No: IL06R01850207 Date of CFFP:	FFY of Grant: 2007 FFY of Grant Approval: 2007

**Type of Grant**  
 Original Annual Statement  Reserve for Disaters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_  Performance and Evaluation Report for Program Year Ending 03/31/2009  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised2	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)3				
3	1408 Management Improvements				
4	1410 Administration				
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				
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 Mod Used for Development4	97,697	0	97,697	0
19	1501 Collateralization or Debt Service				
20	<b>Amount of Annual Grant (Sum of Lines 2-19</b>	<b>\$97,697</b>	<b>\$0</b>	<b>\$97,697</b>	<b>\$0</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0	0		
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0	0		

Signature of Executive Director & Date:  Susan Anderson, Executive Director	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
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1 To be completed for the Performance and Evaluation Report form HUD-50075.1 (4/2008)  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement ref Handbook 7485.3  
 3 PHAs with Under 250 units in management may use 100% of CFP Grants for operations.  
 4 RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: IL06R01850207 CFFP (Yes/ No): Replacement Housing factor Grant No: IL06R01850207			Federal FFY of Grant: 2007		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
IL.18-1 TBD	Development	1499		97,697		97,697		The Authority is pursuing a special needs housing development to be financed through an OFFP/Mixed Finance transaction whereby the Authority would leverage about \$2.6M (\$2M from AMP 18-4 Excess Cash and \$.6M of RHF funds) to acquire 33 ACC units out of a proposed 70-unit development. The development may also include certain project-based (HCV) units. The Authority has procured a developer for this special needs facility. Plan calls for this transaction to close in 2009 or early 2010. The total estimated cost of the project is \$13,000,000. The project location is 2821 5th Street, Rock Island, IL and adjoining sites.

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Part III: Impletentation Schedule for Capital Fund Financing Program							
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois							Federal FFY of Grant: 2007
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
IL-18-1 TBD	9/30/2009		9/12/2009	9/30/2011			

<sup>1</sup> Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statements/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 Approval No. 2577-0226  
 Expires 04/30/2011

<b>Part I: Summary</b>		
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing factor Grant No: IL06R01850206 Date of CFFP:	FFY of Grant: 2006 FFY of Grant Approval: 2006

**Type of Grant**  
 Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_\_  Performance and Evaluation Report for Program Year Ending 03/31/2010  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised2	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)s				
3	1408 Management Improvements				
4	1410 Administration				
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				
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 Mod Used for Development4	88,472	95,957	95,957	0
19	1501 Collateralization or Debt Service				
20	<b>Amount of Annual Grant (Sum of Lines 2-19)</b>	<b>\$88,472</b>	<b>\$95,957</b>	<b>\$95,957</b>	<b>\$0</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0	0		
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0	0		
Signature of Executive Director & Date: Susan Anderson, Executive Director		Signature of Public Housing Director/Office of Native American Programs Administrator & 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.

form HUD-50075.1 (4/2008)  
 ref Handbook 7485.3

**Part II: Supporting Pages**

PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing factor Grant No: IL06R01850206			Federal FFY of Grant: 2006			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL.18-1 TBD	Development	1499		88,472	95,957	95,957		The Authority is pursuing a special needs housing development to be financed through an OFFP/Mixed Finance transaction whereby the Authority would leverage about \$2.6M (\$2M from AMP 18-4 Excess Cash and \$.6M of RHF funds) to acquire 33 ACC units out of a proposed 70-unit development. The development may also include certain project-based (HCV) units. The Authority has procured a developer for this special needs facility. Plan calls for this transaction to close in 2009 or early 2010. The total estimated cost of the project is \$13,000,000. The project location is 2821 5th Street, Rock Island, IL and adjoining sites.

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Part III: Implementation Schedule for Capital Fund Financing Program							
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois				Federal FFY of Grant: 2006			
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
IL.18-1 TBD	12/31/2009		10/28/2009	12/31/2011			

<sup>1</sup> Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

<b>Part I: Summary</b>					
<b>PHA Name:</b> IL018 Housing Authority of the City of Rock Island, Illinois		<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing factor Grant No: <b>IL06R01850205</b> Date of CFFP:			<b>FFY of Grant:</b> 2005 <b>FFY of Grant Approval:</b> 2005
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number _____ <input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 03/31/2010 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration				
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				
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 Mod Used for Development <sup>4</sup>	103,386	0	103,386	0
19	1501 Collateralization or Debt Service				
20	<b>Amount of Annual Grant (Sum of Lines 2-19)</b>	<b>\$103,386</b>	<b>\$0</b>	<b>\$103,386</b>	<b>\$0</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0	0		
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0	0		
Signature of Executive Director & Date:  Susan Anderson, Executive Director		Signature of Public Housing Director/Office of Native American Programs Administrator & Date:			

1 To be completed for the Performance and Evaluation Report

form HUD-50075.1 (4/2008)

2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement

ref Handbook 7485.3

3 PHAs with Under 250 units in management may use 100% of CFP Grants for operations.

4 RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing factor Grant No: IL06R01850205			Federal FFY of Grant: 2005		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
IL.18-1 TBD	Development	1499		103,386		103,386		The Authority is pursuing a special needs housing development to be financed through an OFFP/Mixed Finance transaction whereby the Authority would leverage about \$2.6M (\$2M from AMP 18-4 Excess Cash and \$.6M of RHF funds) to acquire 33 ACC units out of a proposed 70-unit development. The development may also include certain project-based (HCV) units. The Authority has procured a developer for this special needs facility. Plan calls for this transaction to close in 2009 or early 2010. The total estimated cost of the project is \$13,000,000. The project location is 2821 5th Street, Rock Island, IL and adjoining sites.

<sup>1</sup> To be completed for the Performance and Evaluation Report of a Revised Annual Statement

<sup>2</sup> To be completed for the Performance and Evaluation Report

Part III: Impletentation Schedule for Capital Fund Financing Program							
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois				Federal FFY of Grant: 2005			
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates 2
	Original	Revised 1	Actual 2	Original	Revised 1	Actual 2	
IL.18-1 TBD	12/31/2009		10/28/2009	12/31/2011			

1 Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

<b>Part I: Summary</b>	
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois	Grant Type and Number Capital Fund Program Grant No: Replacement Housing factor Grant No: IL06R01850204 Date of CFFP:
FFY of Grant: 2009 FFY of Grant Approval: 2004	

Type of Grant  
 Original Annual Statement  Reserve for Disaters/Emergencies  Revised Annual Statement/Revision Number\_\_\_\_\_  Performance and Evaluation Report for Program Year Ending 03/31/2010  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised2	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)s				
3	1408 Management Improvements				
4	1410 Administration				
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				
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 Mod Used for Development4	146,697	0	146,697	17,384
19	1501 Collateralization or Debt Service				
20	<b>Amount of Annual Grant (Sum of Lines 2-19)</b>	<b>\$146,697</b>	<b>\$0</b>	<b>\$146,697</b>	<b>\$17,384</b>
21	Amount of line 20 Related to LBP Activities	0			
22	Amount of line 20 Related to Section 504 Compliance	0	0		
23	Amount of line 20 to Security	0			
24	Amount of line 20 Related to Energy Conservation Measures	0	0		

Signature of Executive Director & Date: Susan Anderson, Executive Director	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
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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.

Part II: Supporting Pages								
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois			Grant Type and Number Capital Fund Program Grant No: 0 CFFP (Yes/ No): Replacement Housing factor Grant No: IL06R01850204			Federal FFY of Grant: 2009		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
IL018	Development	1499		146,697		146,697	17,384	In Progress

1 To be completed for the Performance and Evaluation Report of a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Part III: Implementation Schedule for Capital Fund Financing Program							
PHA Name: IL018 Housing Authority of the City of Rock Island, Illinois				Federal FFY of Grant: 2009			
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
	8/14/2004	12/29/2007	2/12/2007	12/28/2011			

<sup>1</sup> Obligation and Expenditure dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 4/30/20011

<b>Part I: Summary</b>						
PHA Name/Number: Housing Authority of the City of Rock Island (IL018)		Locality: Rock Island, Rock Island, Illinois			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2010</u>	Work Statement for Year 2 FFY <u>2011</u>	Work Statement for Year 3 FFY <u>2012</u>	Work Statement for Year 4 FFY <u>2013</u>	Work Statement for Year 5 FFY <u>2014</u>
B.	Physical Improvements Subtotal	Annual Statement	605,000	573,500	423,500	448,500
C.	Management Improvements		95,000	95,000	95,000	95,000
D.	PHA-Wide Non-dwelling Structures and Equipment			5,000	5,000	5,000
E.	Administration		95,000	95,000	95,000	95,000
F.	Other		5,000	31,500	31,500	6,500
G.	Operations					
H.	Demolition		150,000	-150,000		
I.	Development				300,000	300,000
J.	Capital Fund Financing -- Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total	950,000	950,000	950,000	950,000	950,000

<b>Part II: Supporting pages - Physical Needs Work Statement(s)</b>						
Work Statement for year 1 FFY 2010	Work Statement for Year 2 FFY 2011			Work Statement for Year 3 FFY 2012		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Costs
See Annual Statement	<b>18-2 Rock Island Manor</b>					
	General Site Improvements (1450)		10,000	General Site Improvements (1450)		5,000
	Unit Renovation (1460)		50,000	Unit Renovation (1460)		100,000
	Stairway Doors (1460)		10,000			
	Repair/Replace Windows (1460)		75,000	Appliances (1465)		25,000
	Roofing Replacement (1460)		54,376			
				Demolition (1485)		150,000
	Subtotal of Estimated Costs		\$ 199,376	Subtotal of Estimated Costs		\$ 280,000



Part II: Supporting pages - Physical Needs Work Statement(s)						
Work Statement for year 1 FFY 2010	Work Statement for Year 2 FFY 2011			Work Statement for Year 3 FFY 2012		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Costs
See Annual Statement	<b>18-3 Lincoln Homes</b>					
	Demolition (1485)		150,000	General Site Improvements (1450)		10,000
				Renovation/Modernization (1460)		100,000
	Subtotal of Estimated Costs		\$ 150,000	Subtotal of Estimated Costs		\$ 110,000



<b>Part II: Supporting pages - Physical Needs Work Statement(s)</b>						
Work Statement for year 1 FFY 2010	Work Statement for Year 2 FFY 2011			Work Statement for Year 3 FFY 2012		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Costs
See Annual Statement	<b>18-4 Sunset Heights</b>					
	General Site Improvements (1450)		7,500	General Site Improvements (1450)		10,000
	New Flooring (1460)		10,000	Electrical System Upgrades (1460)		15,000
	Paint Hallways and Common Area (1460)		25,000			
				Appliances (1465)		25,000
		Subtotal of Estimated Costs		\$ 42,500	Subtotal of Estimated Costs	





<b>Part II: Supporting pages - Physical Needs Work Statement(s)</b>						
Work Statement for year 1 FFY 2010	Work Statement for Year 4 FFY 2013			Work Statement for Year 5 FFY 2014		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Costs	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Costs
System Annual Statement	<b>18-6 Spencer Towers</b>					
	General Site Improvements (1450)		8,376	General Site Improvements (1450)		8,376
	Heating System Upgrades (1460)		75,000	Heating System Upgrades (1460)		100,000
	Unit Renovation (1460)		100,124	Unit Renovation (1460)		100,124
	Appliances (1465)		15,000	Appliances (1465)		15,000
	Subtotal of Estimated Costs		\$ 198,500	Subtotal of Estimated Costs		\$ 223,500



