

PHA 5-Year and Annual Plan

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

**OMB No. 2577-0226
Expires 8/30/2011**

1.0	PHA Information PHA Name: Gladstone Housing Commission PHA Code: MI-077 PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 04/2010												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 102 Number of HCV units: _____												
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <thead> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </tbody> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
PH	HCV												
PHA 1:													
PHA 2:													
PHA 3:													
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The continuing mission of the Gladstone Housing Commission is to ensure safe, decent, affordable housing; provide an environment free from discrimination; create opportunities for resident's self-sufficiency and economic independence; and assure fiscal integrity of the program for its participants. The Commission was formed in 1967 as a non-profit, government subsidized Housing Authority. With the main mission of addressing the specific needs of the low income senior citizens (age 62 and older) and a secondary mission to assist disabled persons. The design and construction of the buildings units is best suited for individuals and in few units' couples. The intent is to enable individuals and couples to live in decent, pleasant and comfortable housing, who otherwise would be unable to afford such housing on their own.												
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. The goals of the Gladstone Housing Commission are to achieve High Performing status as a PHA by doing the following; Increase occupancy to as close to 100% as possible, for the past 5 years occupancy has run between 95 to 97 %. The PHA will apply for an elderly only Designated Housing Plan, with a secondary mission of assisting near-elderly to best market the buildings. The elderly are the largest population in need of housing in our area. The PHA will also market to a larger geographical area, targeting populations of seniors, veterans, homeless, disabled, and survivors of domestic violence. To improve the PHAS scores to at least 92% or better, past scores have been 85 to 87 %. The PHA will use CFP funds along with local, state and federal grants to renovate and modernize the building and grounds. To increase tenants satisfaction with the facilities and services provided them. The PHA will team up with more local supportive services agencies and groups to provide more services on site. This will help our tenants who have difficulties with mobility issues. Since the last 5 year plan; The Housing Commission has used its Capital Funds to keep the project sound; By replacing a roof on 1 of its buildings, replacing 50 units of kitchen cabinets and vanities in bathrooms, replacing boiler systems in all its buildings, replacing carpeting in 24 units, repaving 2 parking lots, replacing 50 stoves in units, replacing 50 refrigerators in units, adding a new laundry room, replaced a fire alarm system in 1 building and purchasing 2 new lawn tractors and grounds equipment. The staff has attended numerous training sessions on topic as; Maintenance of buildings, public housing eligibility income and rent calculation training, section 3 reporting, Davis Bacon requirements. EIV training, The Commission has marketed itself to a larger geographical area and developed a new web site.												

6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: See elements 6.1 to 6.13</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>Copies of the 5-Year and Annual PHA Plan can be obtained at the Gladstone Housing Commission office, located at 217 Dakota Avenue, Gladstone MI 49837.</p>
6.1	<p>Eligibility, Selection and Admissions Policies.</p> <p>The PHA plans to have a primary open waiting list for elderly persons 62 and older who qualify by meeting the income limits and pass a standard back ground checks set for the program. A preference will be given to a person or persons who are homeless.</p> <p>A secondary open waiting list will be for near-elderly persons 50 to 61 who qualify by meeting the income limits and pass a standard back ground checks set for the program. A preference will be given to the homeless, veterans, disabled and survivors of domestic violence. This list will be used in the event that no person can be found from the primary waiting list to fill a vacancy.</p>
6.2	<p>Financial Resources.</p> <p>The main financial resource for the PHA is rents collected from tenants. The PHA also receives Operating and Capital Funds from the Federal government. Grants from local, state and federal entities are also applied for.</p>
6.3	<p>Rent Determination.</p> <p>The PHA uses two different methods to determine tenants rent. One method is the adjusted income based formula method and the other a flat rent that is set by the Fair Market Rent for the area. Both methods conform to federal requirements. The tenant is given the choice of which method is used to determine the rent.</p>
6.4	<p>Operation and Management.</p> <p>The PHA has a full time maintenance staff that lives on site to answer calls for maintenance. The staff maintains the tenants units, buildings and grounds of the PHA. When a call for maintenance is received, a work order is generated and the staff is dispatched. When staff enters a tenants unit they do the maintenance on the work order, they also look for other maintenance issues. They check the cleanliness of the unit, check for pest infestations and test the smoke alarms. Any problems that are found are written on the work order so they can be addressed.</p> <p>The staff also does daily and weekly inspections of the buildings, ground and equipment owned by the PHA.</p> <p>The PHA conducts an Annual Inspection with inspection forms written for every unit, the building and grounds.</p> <p>Pest control companies do yearly and monthly pest control inspections and services in the unit's, buildings and grounds of the PHA.</p>
6.5	<p>Grievance Procedures.</p> <p>When a tenant has a grievance they may personally present, either orally or in writing the nature of the grievance to the Gladstone Housing Commission office. So that the grievance may be discussed informally and settled without a hearing. If the grievance cannot be settled, the resident will be given 14 calendar days to submit a written request for a hearing on the grievance. The tenant shall state the reason for the grievance and the action required or relief sought. A grievance hearing shall be conducted by an impartial person appointed by the Gladstone Housing Commission other than the person who approved or disapproved the grievance under review or a subordinate of such person.</p>
6.6	<p>Designated Housing for Elderly.</p> <p>The Gladstone Housing Commission in FYE 2013 plans to apply for Designated Housing for Elderly Only, in the following buildings.</p> <p>MI077-1, Fairview Manor which has 50 units, consisting of 48 small one-bedroom and two two-bedroom apartments.</p> <p>MI077-2, Bayview Manor which has 52 units, consisting of 50 small one- bedroom and two two-bedroom apartments.</p>

6.7	<p>Community services and Self-Sufficiency.</p> <p>The PHA has partnered with the following agencies to bring services on site or close by to our residents.</p> <p>Community Action Agency supplies the following services; commodity distribution ages(60+), meals on wheels, foster grandparents program, homemakers aide, retired & senior volunteers program, home heating credit services, senior nutrition services, Gladstone Senior Center.</p> <p>Michigan State University (Delta County Extension) supplies the following services; community gardening programs, nutritional classes targeting seniors, dinning with diabetes and managing a chronic illness programs.</p> <p>Triad supplies the following services; informs, assists, educates and alerts seniors to criminal elements that victimize older persons.</p> <p>Alliance Against Violence supplies the following services; 24 hour crisis line, advocacy, emergency safe housing, support groups, information-referrals, transportation, legal help, community education, medical advocacy.</p> <p>Delta County Coalition Against Homelessness assists homeless persons to find housing, work, education, and assistance.</p> <p>Delta Area Transit Authority supplies public transportation to the PHA on an hourly pick up bases or by appointment.</p>
6.8	<p>Safety and Crime Prevention.</p> <p>The PHA has many safety measures in place. First of all there is at least one maintenance person on site 24 hours a day to assist residents. All entry doors are locked at all times, with the main entry doors having an intercom systems that has both picture and sound so residents can allow visitors entry into the building from their apartments. However the main entry doors are unlocked from 7:00 AM to 3:00 PM Monday thru Friday so the public can conduct business with the PHA's office.</p> <p>The PHA has a close working relationship with the Gladstone Public Safety Department, and has installed a KNOX box system which allows entry into the buildings 24 hours a day by police and fire personal.</p> <p>The PHA is also a member of the TRIAD. Which is a group consisting of seniors and local law enforcement personnel and others working together, the purpose is to reduce criminal fraud and abuse perpetrated on older citizens. The TRIAD conducts several activities which inform, assist, educate and alert seniors to the criminal elements who victimize older people.</p>
6.9	<p>Pets.</p> <p>The PHA allows only the following pets for residents to have in their units; cats, dogs, fish and birds.</p> <p>Cats. Only one cat is allowed, which is domesticated, declawed, spayed or neutered and has current inoculations from a vet.</p> <p>Dogs. Only one dog is allowed, which does not exceed 20 pounds in weight and 18 inches in high, it must be licensed, spayed or neutered and has current inoculations from a vet.</p> <p>Fish. Only one tank or aquarium of 40 gallons or less is permitted, no poisonous or dangerous fish are permitted.</p> <p>Birds. Only two birds are permitted, no birds of prey are permitted.</p>
6.10	<p>Civil Rights Certification.</p> <p>It is the policy of the Gladstone Housing commission to fully comply with all Federal, State and local nondiscrimination laws; the Americans with Disabilities Act; and the U.S. Department of Housing and Urban Development regulations governing Fair Housing and Equal Opportunity.</p> <p>No person shall, on the grounds of race, color, sex religion, national or ethnic origin, familial status, or disability be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under the Gladstone Housing Commissions' programs.</p> <p>To further its commitment to full compliance with applicable Civil Rights laws, the Gladstone Housing Commission provides Federal/ State/local information to applicants/residents of the Public Housing Program regarding discrimination and any recourse available to them if they believe they may be victims of discrimination. Such information is made available with the application, and all applicable Fair Housing Information and Discrimination Complaint Forms are made available at the PHA office. In addition, written information and advertisements contain the appropriate Equal Opportunity language and logo.</p>
6.11	<p>Fiscal Year Audit.</p> <p>An audit for FYE 2010 was done by Anderson, Tackman, & Company, P.L.C. Certified Public Accountants. The conclusion of the audit was that there were no significant findings or difficulties encountered in performing and completing the audit.</p>

6.12	<p>Asset Management.</p> <p>All capital assets owned by the Gladstone Housing Commission are properly accounted for and a detailed asset records are maintained, by both the PHA and a fee accountant. A capital asset is defined as an individual item or related group of items that have a set dollar cost or higher. All items with a cost of less than the set cost will be considered materials and supplies and charged to the expenses when recorded. However some items that have longer useful life periods at are less than the set dollar cost will still be recorded i.e. ranges and refrigerators.</p> <p>Upon acquisition of a capital asset and approval for payment by the Board, a copy of the invoice is supplied to the fee accountant for addition to capital asset inventory. The fee accountant will assign an asset number (in most cases the serial number is used) and estimate useful life of the asset. All capital assets will be depreciated using the straight line method of depreciation.</p> <p>When a capital asset is removed from service, an e-mail is sent to the fee accountant indicating the item number, the date that the item was removed from service and the method of disposition. If a sale has occurred, the sale price of the asset is provided to the fee accountant as well.</p> <p>A physical inventory of capital assets is conducted by staff annually not more than 60 days prior to the fiscal year end of the PHA.</p>
6.13	<p>Violence Against Women Act (VAWA)</p> <p>The Violence Against Women Act has been made part of the Admission and Continued Occupancy and the Dwelling Lease Agreement. At the time of admission or lease renewal tenants are informed of the act and given a brochure for a 24 hour crisis hot line. Copies of HUD form 50066 and additional brochures are available at the Gladstone Housing Commission office, along with telephone numbers of agencies that help victims of domestic violence.</p> <p>The PHA has partnered with the Alliance Against Violence and Abuse, Inc in Escanaba, Michigan which has a 24 hour crisis hot line and shelter.</p> <p>Also see attached policies page.</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>The PHA plans no activities in these categories.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p>The Gladstone Housing Commission plans to modernize and upgraded many items in its units, buildings and grounds. This will be done with Capital funds, Cash Reserves and Grants.</p> <p>This will require some units being removed from inventory while the modernization takes place. These items will be as follows:</p> <p>New carpeting in the units which have asbestos tile and glue under the old carpeting to be removed, average time to do this work is 60 to 90 days.</p> <p>RegROUT tiles in tubs and showers, average time is determined by condition of tile.</p> <p>Converting three one bedroom apartments into two two-bedroom apartments, average time is determined by contract.</p> <p>Replacing water, waste lines and heating systems lines in cruel spaces, between units and into units, average time is determined by contract, approved excess cash reserves will be used.</p> <p>Other major upgrades or repairs as follows;</p> <p>New transfer switches and emergency generator.</p> <p>Remover planter boxes from outside of buildings.</p> <p>Replacement of windows in units and buildings.</p> <p>Replace and install new fire and surveillance equipment in buildings.</p> <p>Repair stucco coating on buildings.</p> <p>Also see needs assessment report supplied.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>Current Capital Funds still open 2010, 2011 and 2012, all work has been completed and funds expended for the 2010 Capital Fund.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>

8.3	<p>Capital Fund Financing Program (CFPP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p>The PHA has no plans to incur debt.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>The Gladstone Housing Commission along with research done by a private consulting firm and the 2010 State of Michigan Consolidated Plan has concluded that the largest population in needed of affordable housing in our region is low-income elderly.</p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p>The strategy for addressing these housing needs is that the PHA plans to apply for an elderly only housing designation. To best address the needs of the population needing assistance and to be match the design of the buildings and services provided to that population.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>The Gladstone Housing Commission has developed a Designated Housing Plan with the help of Management Resource Group, Inc to be submitted to HUD Washington in October 2012. Many of the Community services described in section 6.7 have been brought in house. The PHA has started advertising to a larger area with new brochures and has staged an apartment for new applicants to view. Work is ongoing in modernizing the units and buildings.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>The Gladstone Housing Commission definition of a significant amendment to the plan to be, a change to the admissions policies or the organization of the waiting list. Or a change to the current ownership or conversion of properties of the commission.</p> <p>A substantial deviation/modification is defined as, any additions of non-emergency work items not included in the Annual Statement, 5-Year Action plan or Needs assessment. Or the purchase of new properties or demolition of current properties by the commission.</p> <p>(c) The PHA has no applicable memorandum of agreement with HUD.</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</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>

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/20011

Part I: Summary

PHA Name/Number Gladstone Housing/MI077		Locality (City/County & State) Gladstone/Delta/Michigan		Original 5-Year Plan		Revision No:	
A. Development Number and Name	Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011	Work Statement for Year 3 FFY 2012	Work Statement for Year 4 FFY 2013	Work Statement for Year 5 FFY 2014	Work Statement for Year 4 FFY 2013	Work Statement for Year 5 FFY 2014
B. Physical Improvements Subtotal	68,951	68,951	61,760	76,760	81,760		
C. Management Improvements		10,000	12,000	2,000			
D. PHA-Wide Non-dwelling Structures and Equipment							
E. Administration		10,000	8,000	3,000			
F. Other							
G. Operations							
H. Demolition							
I. Development							
J. Capital Fund Financing - Debt Service							
K. Total CFP Funds	88,951	88,951	81,760	81,760	81,760		81,760
L. Total Non-CFP Funds							
M. Grand Total	88,951	88,951	81,760	81,760	81,760		81,760

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

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 8/31/2011

Part I: Summary			
PHA Name: Gladstone Housing Commission	Grant Type and Number Capital Fund Program Grant No: M133P07750112 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2012 FFY of Grant Approval:	

Line	Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report		Total Actual Cost ¹	
			Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³					
3	1408 Management Improvements		12,000.00			
4	1410 Administration (may not exceed 10% of line 21)		8,000.00			
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures		61,760.00			
11	1465 J Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
5	1492 Moving to Work Demonstration					
16	1495 J Relocation Costs					
17	1499 Development Activities ⁴					

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

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

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part I: Summary

PHA Name: Gladstone Housing Commission	Grant Type and Number Capital Fund Program Grant No.: MI33P07750112 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2012 FFY of Grant Approval:
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Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies
 Performance and Evaluation Report for Period Ending: Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report

Line	Summary by Development Account	Original	Total Estimated Cost	Revised ²	Obligated	Total Actual Cost ¹	Expended
18a	1501 Collateralization or Debt Service paid by the PHA						
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment						
19	1502 Contingency (may not exceed 8% of line 20)						
20	Amount of Annual Grant:: (sum of lines 2 - 19)		81,760.00				
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>Michael Embury</i>		Date 02/24/2012	Signature of Public Housing Director		Date		

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

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

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

Part I: Summary		FFY of Grant: 2011	
PHA Name: GLADSTONE HOUSING COMMISSION		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No: MI33P07750111 Replacement Housing Factor Grant No: Date of CFFP: 2011			

Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: Progress as of 9/30/2011	Reserve for Disasters/Emergencies <input type="checkbox"/> Reserve for Disasters/Emergencies	Revised Annual Statement (revision no:)		Final Performance and Evaluation Report	
			Original	Total Estimated Cost Revised ²	Obligated	Total Actual Cost ¹ Expended
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³					
3	1408 Management Improvements	10,000				
4	1410 Administration (may not exceed 10% of line 21)	10,000				
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—Nonependable	68,951				
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
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⁴ RHF funds shall be included here.

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

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

Part I: Summary		FFY of Grant: 2011	
PHA Name: GLADSTONE HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: M133P07750111 Replacement Housing Factor Grant No: Date of CFFP: 2011	FFY of Grant Approval:	

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	88,951			
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>Shirley Jenkins</i>		Date 10/2/2012	Signature of Public Housing Director		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 CFF Grants for operations.
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**PHA Certifications of Compliance
with PHA Plans and Related
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 08/30/2011

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X REV 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 4/1/2012, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

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

PHA Name Gladstone Housing Commission

PHA Number/HA Code MI-077

REV 5-Year PHA Plan for Fiscal Years 2010 - 2014

Annual PHA Plan for Fiscal Years 2012

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

Name of Authorized Official

Title

Mary M Bask, Commissioner

Vice President

Signature

Date

Mary M Bask

10-2-12

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Gladstone Housing Commission

Program/Activity Receiving Federal Grant Funding

2012 CFP

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

217 Dakota Ave.
Gladstone, MI 49837

417 S 4TH ST.
Gladstone, MI 49837

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

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

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

Name of Authorized Official

Michael J. Lindahl

Title

Executive Director

Signature

X 

Date

10/02/2012

**Certification of Payments
to Influence Federal Transactions**

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

OMB Approval No. 2577-0157 (Exp. 01/31/2014)

Applicant Name

Gladstone Housing Commission (MI077)

Program/Activity Receiving Federal Grant Funding

operating Subsidy/ 2013 CFP

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

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

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

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

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

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

Name of Authorized Official

Michael J. Lindahl

Title

Executive Director

Signature



Date (mm/dd/yyyy)

10/02/2012

DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Gladstone Housing Commission 217 Dakota Avenue Gladstone, MI 49837 Congressional District, if known: 110th	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: N/A Congressional District, if known: N/A	
6. Federal Department/Agency: U.S. Dept. of HUD	7. Federal Program Name/Description: Capital Fund Program CFDA Number, if applicable: _____	
8. Federal Action Number, if known: MI33P077501-12	9. Award Amount, if known: \$ 81,760	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Michael Lindahl</u> Print Name: <u>Michael Lindahl</u> Title: <u>Executive Director</u> Telephone No.: <u>906-428-2215</u> Date: <u>10/02/2012</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

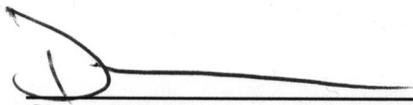
According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

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

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

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

I, David Allen the State of Michigan Consolidated Plan Coordinator certify that the Five Year and Annual PHA Plan of the Gladstone Housing Commission is consistent with the Consolidated Plan of the State of Michigan prepared pursuant to 24 CFR Part 91.

 8-28-12
Signed/Dated by Appropriate State or Local Official

Gladstone Housing Commission Statement of Policies and Procedures for VAWA

The Gladstone Housing Commission works closely with the *Alliance Against Violence and Abuse, Inc.* domestic violence center, for women and children to house any persons that qualify for housing in a timely manner. We also refer victims of domestic abuse to this local agency for counseling and assistance. As a part of our lease and ACOP process, we address the VAWA policy and provide HUD form 50066 Certification of Domestic Violence, or Stalking to our residents. We also handout the attached brochure which has a 24 hour crisis line phone number.

You DO NOT DESERVE to be abused, physically, emotionally, verbally or sexually.

ALLIANCE AGAINST VIOLENCE AND ABUSE, INC.
Domestic Violence Program • Sexual Assault Services

- 24 HOUR CRISIS LINE
- ADVOCACY
- EMERGENCY SAFE HOUSING
- SUPPORT GROUPS
- INFORMATION - REFERRAL
- TRANSPORTATION
- LEGAL HELP
- COMMUNITY EDUCATION
- MEDICAL ADVOCACY

**24 HOUR CRISIS LINE - 906-789-1166
or 1-800-682-1649**

Business Office (906) 789-9207 / 8 a.m. - 4:30 p.m.

CALL NOW FOR SUPPORT AND HELP IN STOPPING ABUSE. NO FEES. STRICTLY CONFIDENTIAL.

Serving Delta, Menominee and Schoolcraft Counties



CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING

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

B Approval No. 2577-0249
Exp. (11/30/2010)

Public reporting burden for this collection of information is estimated to average 1 hour per response. This includes the time for collecting, reviewing, and reporting the data. Information provided is to be used by PHAs and Section 8 owners or managers to request a tenant to certify that the individual is a victim of domestic violence, dating violence or stalking. The information is subject to the confidentiality requirements of the HUD Reform Legislation. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number.

Purpose of Form: The Violence Against Women and Justice Department Reauthorization Act of 2005 protects qualified tenants and family members of tenants who are victims of domestic violence, dating violence, or stalking from being evicted or terminated from housing assistance based on acts of such violence against them.

Use of Form: A family member must complete and submit this certification, or the information that may be provided in lieu of the certification, within 14 business days of receiving the written request for this certification by the PHA, owner or manager. The certification or alternate documentation must be returned to the person and address specified in the written request for the certification. If the family member has not provided the requested certification or the information that may be provided in lieu of the certification by the 14th business day or any extension of the date provided by the PHA, manager and owner, none of the protections afforded to victims of domestic violence, dating violence or stalking (collectively "domestic violence") under the Section 8 or public housing programs apply.

Note that a family member may provide, in lieu of this certification (or in addition to it):

- (1) A Federal, State, tribal, territorial, or local police or court record; or
- (2) Documentation signed by an employee, agent or volunteer of a victim service provider, an attorney or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking, or the effects of abuse, in which the professional attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation.

TO BE COMPLETED BY THE VICTIM OF DOMESTIC VIOLENCE:

Date Written Request Received By Family Member: _____

Name of the Victim of Domestic Violence: _____

Name(s) of other family members listed on the lease _____

Name of the abuser: _____

Relationship to Victim: _____

Date the incident of domestic violence occurred: _____

Time: _____

Location of Incident: _____

Name of victim: _____

Description of Incident:

[INSERT TEXT LINES HERE]

I hereby certify that the information that I have provided is true and correct and I believe that, based on the information I have provided, that I am a victim of domestic violence, dating violence or stalking and that the incident(s) in question are bona fide incidents of such actual or threatened abuse. I acknowledge that submission of false information relating to program eligibility is a basis for termination of assistance or eviction.

Signature _____ Executed on (Date) _____

All information provided to a PHA, owner or manager relating to the incident(s) of domestic violence, including the fact that an individual is a victim of domestic violence shall be retained in confidence by an owner and shall neither be entered into any shared database nor provided to any related entity, except to the extent that such disclosure is (i) requested or consented to by the individual in writing; (ii) required for use in an eviction proceeding or termination of assistance; or (iii) otherwise required by applicable law.



1825 South Webster Avenue, Suite 202
Green Bay, WI 54301
920-432-1232 Fax: 920-432-7283 E-Mail: agl@itol.com
Website: www.aglgb.com

January 4, 2010

Michael Lindahl
Gladstone Housing Commission
217 Dakota Avenue
Gladstone, MI 49827

RE: Needs Assessment

The attached needs assessment reflects the items observed when walking the grounds and in the two buildings for work that can be done within the next five years. Along with the list is a budget of probable costs associated with the work.

If there are any questions, please call.

Sincerely,

David C Johnson



1825 South Webster Avenue, Suite 202
 Green Bay, WI 54301
 920-432-1232 Fax: 920-432-7283 E-Mail: agl@itol.com
 Website: www.aglgb.com

12-28-09

Needs Assessment

Gladstone Housing

- New landscaping & tree trimming \$6,000
- New tractor with snow blower and bucket \$21,000
- Replace exterior & parking lot light poles \$8,400
- Sealcoat and restripe visitors parking lot \$3,000
- Replace approximately 150 s.f. of sidewalk \$750
- Infill stone area wells \$2,000
- Add hose bibs for the community garden \$750
- Add bicycle racks \$450
- New transfer switch for the emergency generator \$9,800
- Storage building, scrape peeling surface and coat stucco with an EIFS coating \$12,800
- Convert 1 bedroom to 2 bedroom \$55,000/apartment
- Install a sprinkler system on grounds \$30,000
- New storage building 24x30 \$25,000
- Add 10 additional parking spaces \$17,500

Bay View Manor

- Remove second floor planters, repair wall and coat stucco with an EIFS material, install porcelain enamel panel \$41,000
- Replace domestic water storage tank 500 gallon with 2-200 gallon units \$4,500
- Replace existing steel windows with more energy efficient windows \$197,850
- Replace stairwell door knobs with lever handles \$1,800
- Replace hallway lights from circuline to 1 x 4 fluorescents \$7,000
- Add auxiliary dryer vent fans \$2,000
- Replace drapery in apartments \$12,000

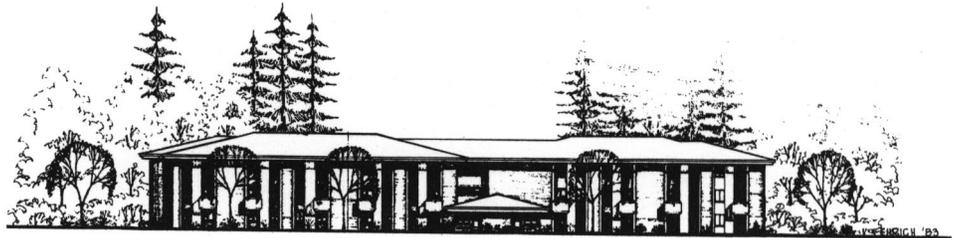
- Upgrade existing elevator car operating panel, jamb floor numbers, speaker phone, hydraulic pump, microprocessor controls \$55,000
- Replace corridor emergency lights \$2,700
- Replace public area carpet and vinyl base \$28,500
- Replace coin operated washer and dryers (4 washers, 4 dryers) \$17,800
- Replace 6 insulated metal panels between windows \$7,000
- Install surveillance equipment all floors \$20,000
- Regrout the showers \$30,000
- Replace corridor ceiling tile \$9,000
- Replace boilers \$50,000

Fairview Manor

- Replace carpeting in public areas \$27,500
- Replace concrete patio \$3,500
- Replace community room circuline lights \$2,000
- Replace community room air conditioning units \$6,300
- Replace lights in front lobby \$2,300
- Insulate domestic water storage tank \$400
- Replace existing 6 boilers with new energy efficient boilers \$65,000
- Replace gate valves each side of water meter \$1,850
- Install surveillance equipment on all floors \$20,000
- Regrout tile showers \$30,000
- Replace apartment entry door cylinders \$2,500
- Replace interior apartment door knobs with lever handles \$11,000
- Replace 6 solid core wood doors \$1,800
- New bathroom vanities \$25,000
- New bathroom medicine cabinets \$5,000
- Replace bathroom exhaust fans \$10,000
- Add strobe lights to bathroom, kitchen/living room and bedroom \$24,000
- Install water drainage baseboard in basement \$15,000
- Remove exterior flower boxes and repair wall with EIFS material, Install porcelain enamel panel \$40,000

GLADSTONE HOUSING COMMISSION

217 DAKOTA AVENUE



● GLADSTONE, MICHIGAN 49837 ●

(906) 428-2215

PUBLIC NOTICE

The Gladstone Housing Commission will be holding public comment session regarding the Commission's REVISED 5-Year plan for the 2010 to 2014 fiscal years.

This meeting will be held during the regular meeting of the commission, on Tuesday, October 2nd, 2012 at 7:00 PM in the Gladstone Housing Commission's conference room.

The main change to the plan is to designate the Gladstone Housing Commissions buildings to Elderly Only status, with a secondary designation of Near-elderly.

For more information or a copy of the plan, contact the Gladstone Housing Commission's office at 217 Dakota Avenue, Gladstone, MI 49837.

Posted 8/17/12