

5.2

Goals and Objectives.

A. Violence Against Women Act: Under the U.S. Housing Act of 1937, HUD promotes the goal of providing decent and affordable housing for all citizens. The primary objectives of FAWA 2005 are to reduce violence and to protect, or increase the protection of, the safety and confidentiality of persons who are victims of abuse.

The Algonac Housing Commission mirrors those goals and objectives by certifying that admission and occupancy policies and leases of the Housing Commission have incorporated language as to positively impact these goals and objectives. Further changes will be made as deemed necessary and reasonable by the Board of Commissioners and/or HUD.

Following is a list of any activities, services, or programs provided or offered either directly, or indirectly.

The Algonac Housing Commission will:

1. Refer the victim to social service agencies, including, but not limited to: Department of Human Services, Department of Community Mental Health, and local Law Enforcement.
2. Remove the abuser from the lease.
3. Transfer the victim to another unit if possible.
4. Change the locks at the unit.

B. Improve The Quality Of Assisted Housing: Objective.

Continue to renovate and modernize apartments and townhouses.

C. Provide An Improved Living Environment: Objective

Aggressively screen applicants for criminal histories through the St. Clair County Sheriff Department and the Algonac Police Department. Insure all information submitted is correct and required documents are in place.

Work closely with the local fire department and give yearly fire-safety briefings.

D. Promote Self-Sufficiency And Asset Development Of Assisted Households.

Encourage non-working families to seek employment or further their education. Provide information regarding local job openings.

Work closely with the local senior citizen center. Increase independence for the elderly or disabled families.

E. Insure Equal Opportunity: Objective

Offer housing to all people regardless of race, color, religion, national origin, sex, familial status and disability

Provide a suitable living environment for all of our Residents regardless of race, color, religion, national origin, sex, familial status, and disability.

Offer accessible housing to people with disabilities. We have four apartments that are wheel-chair accessible. We make every attempt to accommodate people with disabilities.

Progress In Meeting The Goals And Objectives

The Algonac Housing Commission will continue to utilize Capital Funds to modernize and renovate our public housing apartments and townhouses. All units are painted during make-ready; carpet is replaced in most units as is the vinyl flooring. All fluorescent lighting is being replaced with the new energy efficient T-8 bulbs. The local Police and Fire Chief are invited to attend and do attend resident director meetings to answer questions and talk about safety, crime and fire hazards. We have gone smoke-free as of January 2009 and do encourage the smokers to seek assistance in quitting. We maintain 100% occupancy and continuously add more potential tenants to our waiting file. We continue to offer housing in a non-discriminating manner.

6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <ol style="list-style-type: none"> 1. Eligibility, selection, and Admission Policies, including Deconcentration and Wait List Procedures: This element has not changed since the last submission. 2. Financial Resources: <table border="0" data-bbox="235 331 982 682"> <tr> <td><u>Sources and Estimated Amounts to be Received:</u></td> <td style="text-align: right;"><u>Planned:</u></td> </tr> <tr> <td>Federal Grants (FY 2010)</td> <td></td> </tr> <tr> <td> Public Housing Operating Fund</td> <td style="text-align: right;">\$148,233</td> </tr> <tr> <td> Public Housing Capital Fund</td> <td style="text-align: right;">\$ 80,000</td> </tr> <tr> <td> Prior Year Grants (unobligated funds only)</td> <td style="text-align: right;">\$ 81,708</td> </tr> <tr> <td>Public Housing Dwelling rental Income</td> <td style="text-align: right;">\$171,000</td> </tr> <tr> <td>Other Income (list below)</td> <td></td> </tr> <tr> <td> Interest</td> <td style="text-align: right;">\$ 3,000</td> </tr> <tr> <td> Laundry and A/C</td> <td style="text-align: right;">\$ 6,000</td> </tr> <tr> <td style="text-align: center;"><u>TOTAL RESOURCES</u></td> <td style="text-align: right;">\$489,941</td> </tr> </table> 3. Rent Determination: This element has not changed since the last submission. 4. Operation and Management: The only change was to the Procurement Policy for the ARRA. 5. Grievance Procedure: This element has not changed since the last submission 6. Designated Housing for elderly and Disabled Families: This element has not changed since the last submission 7. Community Service and Self-Sufficiency: This element has not changes since the last submission 8. Safety and Crime Prevention: This element has not changed since the last submission 9. Pet Policy: This element has not changed since the last submission 10. Civil Rights Certification: Our program has been examined and we do not find any impediments to fair housing 11. Fiscal Year Audit: our most recent audit had no findings. 12. Asset Management: We recently had a Physical Needs Assessment and have made plans for long term operating, capital investment, rehabilitation, and modernization. 13. Violence Against Women Act (VAWA): The VAWA will be made part of the Algonac Housing Commission's Admission and Continued Occupancy Policy and the Dwelling Lease Agreement. The policy is written and will be approved by resolution at our April 19, 2010 Commission meeting. At this time all current residents will be given information on this Act together with a brochure titled VIOLENCE AGAINST WOMEN IN FEDERALLY FUNDED ASSISTED RENTAL HOUSING. When reviewing policies at move-in time, this Act will be discussed with new residents. A copy of this brochure will be posted on the office bulletin board and copies will be available upon request. Our tenant handbook will list telephone numbers of agencies available to help anyone in a domestic violent situation. <p>OTHER: <u>RESIDENT ADVISORY BOARD COMMENTS</u>: The Resident Advisory Board met on September 10th, 2009 to review and discuss a draft 5-Year Plan (2010 – 2014) and a draft Annual Plan 2010. All five RAB Board members were in attendance. There were no comments received. Minutes were taken and signed by all five RAB Board members. (Copy of the signed minutes is attached)</p> <p>DECLARATION OF TRUST: Algonac Housing Commission is in compliance with the Declaration of Trust Requirements.</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-year and Annual PHA Plan: Public copies of the 5-year and Annual Plan are available at the office of the Algonac Housing Commission, 1205 St. Clair River Drive, Algonac, MI. 48001</p>	<u>Sources and Estimated Amounts to be Received:</u>	<u>Planned:</u>	Federal Grants (FY 2010)		Public Housing Operating Fund	\$148,233	Public Housing Capital Fund	\$ 80,000	Prior Year Grants (unobligated funds only)	\$ 81,708	Public Housing Dwelling rental Income	\$171,000	Other Income (list below)		Interest	\$ 3,000	Laundry and A/C	\$ 6,000	<u>TOTAL RESOURCES</u>	\$489,941
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	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Algonac Housing Commission does not plan on participating in none of the mentioned programs.</i></p>																				
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</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>																				
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 (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Algonac Housing Commission addresses the housing needs of the applicants regardless of their income level, race, creed, or family composition. We have 52 senior and handicapped units, four of which are handicapped accessible. We have eighteen townhouse low-income units comprising of two, three and four bedrooms. Our rent is based on income with the maximum of 30% of adjusted gross monthly income assessed as rent.</p>
9.1	<p>Strategy for Addressing Housing Needs. Our strategy is to maintain 100% occupancy. By doing this, we are doing as much as we can to provide housing needs for the local low income people.</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. We are maintaining 100% occupancy, we have advertised on local TV and in the local papers. (b) Significant Amendment and Substantial Deviation/Modification. Significant Amendment to us means that a major change that has been made or needs to be added to a document or paper. A substantial deviation/modification to a document or paper means that major changes need to be made.</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) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

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

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

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

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

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

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

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

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

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

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

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

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

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

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

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

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

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

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

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

Part I: Summary		
PHA Name: Algonac Housing Commission	Grant Type and Number Capital Fund Program Grant No: MI28P11450110 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2010 FFY of Grant Approval:

Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:1)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		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	30,000			
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	6,500			
5	1411 Audit	3,500			
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	40,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.

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

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

⁴ RHF funds shall be included here.

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

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

Part I: Summary						
PHA Name: Algonac Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI28P11450110 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant:2010 FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" 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 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)	80,000				
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			Date			
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 CFP Grants for operations.

⁴ RHF funds shall be included here.

Capital Fund Program—Five-Year Action Plan

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

Part I: Summary						
PHA Name/Number Algonac Housing Commission MI114		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> 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_____
B.	Physical Improvements Subtotal	Annual Statement	40,000	40,000	46,500	46,500
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		6,500	6,500		
F.	Other		3,500	3,500	3,500	3,500
G.	Operations		30,000	30,000	30,000	30,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		80,000	80,000	80,000	80,000
L.	Total Non-CFP Funds					
M.	Grand Total					

Part I: Summary (Continuation)

PHA Name/Number		Locality (City/county & State)				<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY _____	Work Statement for Year 2 FFY _____	Work Statement for Year 3 FFY _____	Work Statement for Year 4 FFY _____	Work Statement for Year 5 FFY _____	
		Annual Statement					

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY ___2010___	Work Statement for Year ___2013___ FFY ___2013___			Work Statement for Year: ___2014___ FFY ___2014___		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	1406 operations		33,500	1406 operations		33,500
Annual	1460 Dwelling Structures	Electronic upgrade of Elevator System	46,500	1460 Dwelling Structures	Replace Roof on Entire Complex	46,500
Statement						
	Subtotal of Estimated Cost		\$ 80,000	Subtotal of Estimated Cost		\$ 80,000

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY _____		Work Statement for Year: _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual Statement				
	Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY _____		Work Statement for Year: _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual Statement				
	Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$

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

PHIA Name: Algonac Housing Commission	Grant Type and Number Capital Fund Program Grant No: M128P1450110 Replacement Housing Factor Grant No: Date of CFP:	FFY of Grant: 2010 FFY of Grant Approval:
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/> Reserve for Disasters/Emergencies	Revised Annual Statement (revision no:1) <input checked="" type="checkbox"/> Revised Annual Statement and Evaluation Report		Total Actual Cost ¹
			Original	Total Estimated Cost Revised ²	
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³		30,000		
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)		6,500		
5	1411 Audit		3,500		
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures		40,000		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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

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

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

Part I: Summary		FFY of Grant: 2010	
PHA Name: Algonc Housing Commission	Grant Type and Number Capital Fund Program Grant No.: MI28P1450110 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	

Type of Grant Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost	Original	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)		80,000				
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		Date	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.
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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

PHA Name: Algonac Housing Commission	Grant Type and Number Capital Fund Program Grant No: MI28S11450109 Replacement Housing Factor Grant No: 2009 Date of CFFP: 2009	FFY of Grant: 2009 FFY of Grant Approval:
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Line	Summary by Development Account	Original	Total Estimated Cost		Obligated	Total Actual Cost ¹	
			Revised ²	Final Performance and Evaluation Report		Expended	
1	Total non-CFFP Funds						
2	1406 Operations (may not exceed 20% of line 21) ³						
3	1408 Management Improvements						
4	1410 Administration (may not exceed 10% of line 21)						
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs	7,500					
8	1440 Site Acquisition						
9	1450 Site Improvement	25,000					
10	1460 Dwelling Structures	71,469					
11	1465.1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment						
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities ⁴						

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⁴ RHF funds shall be included here.

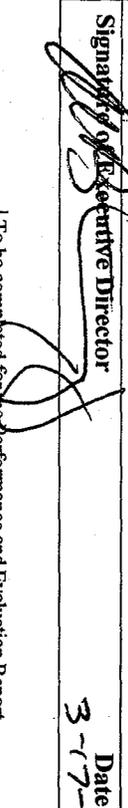
Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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

PHA Name: Algonac Housing Commission	Grant Type and Number Capital Fund Program Grant No. M128S11450109 Replacement Housing Factor Grant No: Date of CFFP: 2009	FFY of Grant: 2009 FFY of Grant Approval:
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Line	Summary by Development Account	Type of Grant		Original	Revised ²	Obligated	Total Actual Cost ¹	Expended
		<input checked="" type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies					
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)			103,969 ✓				
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


Date
 3-17-09

Signature of Public Housing Director


Date
 4/19/09

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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

PHA Name: Algonac Housing Commission Grant Type and Number Capital Fund Program Grant No: M128S11450109 Replacement Housing Factor Grant No: 2009 Date of CFP: 2009		FFY of Grant: 2009 FFY of Grant Approval:	
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: Summary by Development Account	<input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:2) <input checked="" type="checkbox"/> Final Performance and Evaluation Report	Original	Total Estimated Cost	Obligated	Total Actual Cost ¹
				Revised ²		Expended
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³					
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition		7,500	4,089	4,089	4,089
9	1450 Site Improvement					
10	1460 Dwelling Structures		25,000	5,846.50	5,846.50	5,846.50
11	1465.1 Dwelling Equipment—Nonexpendable		71,469	94,033.50	94,033.50	94,033.50
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					

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

PHA Name: Algonac Housing Commission	Grant Type and Number Capital Fund Program Grant No: M128S11450109 Replacement Housing Factor Grant No: Date of CFFP: 2009	FFY of Grant: 2009 FFY of Grant Approval:
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Type of Grant
 Original Annual Statement
 Performance and Evaluation Report for Period Ending: Reserve for Disasters/Emergencies

Revised Annual Statement (revision no: 2)
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	103,969	103,969	103,969	103,969
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		Date	Signature of Public Housing Director		Date

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



**Algonquin Place
Algonac Housing Commission
1205 St. Clair River Drive
Algonac, MI 48001
(810) 794-9369
FAX (810) 794-9488
ahcmgr@yahoo.com**

**RESIDENT DIRECTOR/RESIDENT
ADVISORY BOARD MEETING**

SEPTEMBER 10, 2009

MEETING MINUTES:

Sixteen tenants were in attendance including all five RAB board members. Several items were discussed. Below is a synopsis of these discussions.

- 1. The elevator remod will begin on September 28th and will take about five weeks to complete. During this time all must use the stairs. Several tenants volunteered to make errand runs for tenants that can not navigate the stairs.**
- 2. The new cabinets for the last six apartments have been received and are stored in the garage. This project is slated to be completed by the end of the year.**
- 3. The cost of Medicare is going up and there is talk of no raise in Social Security this coming year.**
- 4. We have three new tenants: Rick Conyers in 303, Harold Meldrum in 306, and Richard Koach in 102.**
- 5. The H1N1 (Swine Flu) was discussed as well as locations to receive the shots.**

6. We will be insulating the attics in the townhouses soon.
7. Fiscal year 2009 and the upcoming year 2010 CFP funds were discussed as well as the five year plan on how to expend the funds. No comments were received from any tenant or RAB board member.
8. Comments were received about the appearance of what looked like mold under the outside carport and some of the lights under there were blinking on and off. Nelson explained that the T-111 wood needed to be scrubbed and repainted and blinking lights indicated the bulbs needed to be replaced. Both items will be addressed.
9. Comments were received reference buying a treadmill for all tenants to use. Nelson stated he would put this on the Housing Commission meeting agenda and get feedback from the commissioners.
10. Nelson advised that in the near future all old fluorescent fixtures in the apartments would be replaced with new/brighter T-8 fluorescent fixtures.
11. Nelson advised that tenants may smoke on their balconies during the time the elevator is down for repairs. The Housing Commission had agreed to this temporary variance to the Smoking Policy.
12. Nelson advised that we will be accepting Snow Plow bids.
13. The meeting was adjourned at about 2:30pm. All in attendance had their fill of Hot Dogs and chips.

Meeting Minutes taken by: Misty Harvey
Misty Harvey

RAB Board members in attendance:

1. Pat Constantino
2. Grace Rawson
3. Margaret Krueger
4. Kathleen Kay
5. Kathleen Mercier

Approved: UB
Nelson B. Spradler, Jr.
EXECUTIVE DIRECTOR



Algonquin Place
Algonac Housing Commission

1205 St. Clair River Drive • Algonac, MI 48001
TEL (810) 794-9369 • FAX (810) 794-9488

Violence Against Woman Act
VAWA Policy

I. Purpose and Applicability

The purpose of this policy (herein called “Policy”) is to implement the applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162) and more generally to set forth the Algonac Housing Commission’s policies and procedures regarding domestic violence, dating violence, and stalking, as hereinafter defined.

This Policy shall be applicable to the administration by the Algonac Housing Commission of all federally subsidized public housing rental assistance under the United States Housing Act of 1937 (42 U.S.C. 1437 et seq). Notwithstanding its title, this policy is gender-neutral, and its protections are available to males who are victims of domestic violence, dating violence, or stalking as well as female victims of such violence.

II. Goals and Objectives

This Policy has the following principal goals and objectives:

- A. Maintaining compliance with all applicable legal requirements imposed by VAWA;
- B. Insuring the physical safety of victims of actual or threatened domestic violence, dating violence, or stalking who are assisted by the Algonac Housing Commission;
- C. Providing and maintaining housing opportunities for victims of domestic violence, dating violence, or stalking;
- D. Creating and maintaining collaborative arrangements between the Algonac Housing Commission, law enforcement authorities, victim service providers, and others to promote the safety and well-being of victims of actual and threatened domestic violence, dating violence, and stalking, who are assisted by the Algonac Housing Commission; and
- E. Taking appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting individuals assisted by the Algonac Housing Commission.

III. Other Algonac Housing Commission Policies and Procedures

This Policy shall be referenced in and attached to the Algonac Housing Commission’s Five Year Public Housing Agency Plan and shall be incorporated in and made a part of the Algonac Housing Commission’s Admissions and Continued Occupancy Policy. The Algonac Housing Commission’s annual public housing agency plan shall also contain services or programs relating to domestic violence, dating violence, and stalking.

To the extent any provision of this policy shall vary or contradict any previously adopted policy or procedure of the Algonac Housing Commission, the provisions of this Policy shall prevail.

IV. Definitions

As used in this Policy:

- A. Domestic Violence – The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

- B. Dating Violence – means: violence committed by a person:
 - a. who is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - b. where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - i. The length of the relationship.
 - ii. The type of relationship.
 - iii. The frequency of interactions between the persons involved in the relationship.

- C. Stalking – means:
 - a. to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and (b) to place under surveillance with the intent to kill, injure, harass or intimidate another person; and
 - b. in the course of, or as a result of, such following, pursuit, surveillance or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to:
 - i. that person;
 - ii. a member of the immediate family of that person; or the spouse or intimate partner of that person;

- D. Immediate Family Member - means, with respect to a person;
 - a. a spouse, parent, brother, sister, or child of that person, or an individual to who that person stands in loco parentis; or
 - b. any other person living in the household of that person and related to that person by blood or marriage.

E. Perpetrator - means person who commits an act of domestic violence, dating violence or stalking against a victim.

V. ADMISSIONS AND SCREENING

A. Non-Denial of Assistance. The Algonac Housing Commission will not deny admission to public housing to any person because that person is or has been a victim of domestic violence, dating violence or stalking, provided that such person is otherwise qualified for such admission.

B. Mitigation of Disqualifying Information. When so requested in writing by an applicant for assistance who history includes incidents in which the applicant was a victim of domestic violence, the Algonac Housing Commission may, but shall not be obligated to, take such information into account in mitigation of potentially disqualifying information, such as poor credit history or previous damage to a dwelling. If requested by an applicant to take such mitigating information into account, the Algonac Housing Commission shall be entitled to conduct such inquiries as are reasonably necessary to verify the claimed history of domestic violence and its probable relevance to the potentially disqualifying information. The Algonac Housing Commission will not disregard or mitigate potentially disqualifying information if the applicant household includes a perpetrator of a previous incident or incidents of domestic violence.

VI. TERMINATION OF TENANCY OF ASSISTANCE

A. VAWA Protections. Under VAWA, public housing residents have the following specific protections, which will be observed by the Algonac Housing Commission:

a. An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be considered to be a “serious or repeated” violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of or assistance to the victim of that violence.

b. In addition to the foregoing, tenancy or assistance will not be terminated by the Algonac Housing Commission as a result of criminal activity, if that criminal activity is directly related to domestic violence, dating violence or stalking engaged in by a member of the assisted household or a guest of another person under the tenant’s control, and the tenant or an immediate family member is the victim or threatened victim of this criminal activity. However the protection against termination of tenancy or assistance described in this paragraph is subject to the following limitations:

i. Nothing contained in this paragraph shall limit any other wise available authority of the Algonac Housing Commission to terminate tenancy, evict, or to terminate assistance, as the case may be, or any violation of a lease or program requirement not premised on the act or acts of domestic violence, dating violence, or stalking in question against the tenant or a member of the tenant’s household. However, in taking such action, the Algonac Housing Commission may not apply a more demanding standard to the victim of domestic violence dating violence or stalking than that applied to other tenants.

ii. Nothing contained in this paragraph shall be construed to limit the authority of the Algonac Housing Commission to evict or terminate from assistance any tenant or lawful applicant of the Algonac Housing Commission can demonstrate an actual and imminent threat to other tenants or to those employed at or providing service to the property, if the tenant is not evicted or terminated from assistance.

B. REMOVAL OF PERPETRATOR. Further, notwithstanding anything in paragraph VI.A.2 or Federal, State, or local law to the contrary, the Algonac Housing Commission may bifurcate a lease, or remove a household member from a lease, without regard to whether a household member is a signatory to a lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in acts of physical violence against family members or others. Such actions against the perpetrator of such physical violence may be taken without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also the tenant or lawful occupant. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by law applicable to terminations of tenancy and evictions by the Algonac Housing Commission. Leases used for all public housing operated by the Algonac Housing Commission shall contain provisions setting forth the substance of this paragraph.

VII. VERIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING.

A. Requirement for Verification. The law allows, but does not require, the Algonac Housing Commission to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in this policy. Subject only to waiver as provided in paragraph VII.C., The Algonac Housing Commission shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the Algonac Housing Commission.

Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence or stalking may be accomplished in one of the following three ways:

- a. HUD approved form – by providing to the Algonac Housing Commission a written certification, on a form approved by HUD that the individual is a victim of domestic violence, dating violence or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in reasonable detail as required in the HUD approved form, and the completed certification must include the name of the perpetrator.
- b. Other documentation – by providing the Algonac Housing Commission 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 address the domestic violence, dating violence or stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and 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 meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.
- c. Police or Court record – by providing to the Algonac Housing Commission a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.

B. Time allowed to provide verification/failure to provide. An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating

violence or stalking, and who is requested by the Algonac Housing Commission to provide verification, must provide such verification within 14 business days after receipt of the request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.

C. Waiver of verification requirement. The Executive Director of the Algonac Housing Commission may, with respect to any specific case, waive the above-stated requirements for verification and provide the benefits of the policy based on the victim's statement or other corroborating evidence. Such waiver may be granted in the sole discretion of the Executive Director. Any such waiver must be in writing. Waiver in a particular instance or instances shall not operate as precedent for, or create any right to, waiver in any other case of cases regardless of similarity in circumstances.

VIII Confidentiality

A. Right of confidentiality. All information (including the fact that an individual is a victim of domestic violence, dating violence or stalking) provided to the Algonac Housing Commission in connection with a verification required under section VII of this policy or provided in lieu of such verification where a waiver of verification is granted, shall be retained by the receiving party in confidence and shall neither be entered in any shared database nor provided to any entity, except where disclosure is:

- a. requested or consented to by the individual in writing, or
- b. required for use in a public housing eviction proceeding or
- c. otherwise required by applicable law.

B. Notification of rights. All tenants of public housing rental assistance program administered by The Algonac Housing Commission shall be notified in writing concerning their right to confidentiality and the limits on such rights to confidentiality.

IX. Court Orders/Family Breakup

A. Court Orders. It is the Algonac Housing Commission's policy to honor orders entered by courts of competent jurisdiction affecting individuals assisted by the Algonac Housing Commission and their property. This includes cooperating with law enforcement authorities to enforce civil protection orders issued for the protection of victims and addressing the distribution or personal property among household members in cases where a family breaks up.

B. Family Break-Up. Other Algonac Housing Commission policies regarding family break-up are contained in the Algonac Housing Commission's Public Housing Admissions and Continuing Occupancy Plan (ACOP).

X. Relationships with Service Providers

It is the policy of the Algonac Housing Commission to cooperate with organizations and entities, both private and governmental, which provide shelter and/or services to victims of domestic violence. If any members of the Algonac Housing Commission staff become aware that an individual assisted by the Algonac Housing Commission is a victim of domestic violence, dating violence or stalking, the Algonac Housing Commission will refer the victim to such providers or shelter or services as appropriate. Notwithstanding the foregoing, this Policy does not create any legal obligation requiring the Algonac

Housing Commission either to maintain a relationship with any particular provider or shelter or services to victims or domestic violence or to make a referral in any particular case. The Algonac Housing Commission's annual public housing agency plan shall describe providers of shelter or services to victims or domestic violence with which the Algonac Housing Commission has referral or other cooperative relationships.

XI. Notification

The Algonac Housing Commission shall provide written notification to applicants and tenants concerning the rights and obligations created under VASW relating to confidentiality, denial or assistance and, termination of tenancy or assistance.

XII. Relationship with other Applicable Laws

Neither VAWA nor this Policy implementing it shall preempt or supersede any provision of Federal, State or local law that provides greater protection than that provided under VAWA for victims of domestic violence, dating violence or stalking.

XIII Amendment

This policy may be amended from time to time by the Algonac Housing Commission as approved by the Algonac Housing Commission Board of Commissioners.

This policy was adopted by the Algonac Housing Commission on April 19th, 2010, by Resolution #271