| PHA 5-Year and Annual Plan | U.S. Department of Housing and Urban Development<br>Office of Public and Indian Housing | OMB No. 2577-0226<br>Expires 4/30/2011 |
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**1.0 PHA Information**

PHA Name: Ithaca Housing Authority PHA Code: NY054

PHA Type: ☐ Small ☒ High Performing ☐ Standard ☐ HCV (Section 8)

PHA Fiscal Year Beginning: (MM/YYYY): **10/1/2010**

**2.0 Inventory** (based on ACC units at time of FY beginning in 1.0 above)

Number of PH units: **341** Number of HCV units: **923**

**3.0 Submission Type**

☒ 5-Year and Annual Plan ☐ Annual Plan Only ☐ 5-Year Plan Only

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

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

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

**5.1 Mission.** State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:

**The mission of the Housing Authority (IHA) of the City of Ithaca, NY, is to operate a socially and financially sound agency that assists area low income families and individuals with safe, decent, and affordable housing opportunities and related services as they strive to achieve self-sufficiency and improve the quality of their lives. The IHA is committed to operating in an efficient, ethical, and professional manner. The IHA will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.**

**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.

**Promote and enhance the image of IHA in our community in order to support HUD assisted housing opportunities by the following objectives:**

- **IHA was recently awarded 50 FUP vouchers and 234 Enhanced Vouchers and will continue to apply for additional rental vouchers when available**
- **Provide voucher mobility counseling**
- **IHA has substantially reduced its public housing vacancies and will maintain that status**
- **Substantially reduced its unit turnaround time and will maintain that status**
- **Collection efforts have increased and there has been a dramatic reduction in outstanding rents due**
- **Leverage private or other public funds to create additional housing opportunities**
- **The IHA has increased its public housing management score to High Performer and will make every effort to maintain that score**
- **Renovate or modernize public housing units**
- **Implemented public housing security improvements by installing exterior lighting**
- **To support education opportunities to their fullest through publicity of our successful programs.**
- **To implore a variety of media to increase public awareness.**
- **Increase Marketing initiatives for Public Housing and Section 8 Programs**
  - **Brochures were created for both programs and have been distributed throughout the community**
  - **To achieve proper curb appeal for IHA developments by improving landscaping, keeping grass cut, making properties litter-free and any other actions that will improve the quality of life.**
  - **Continue to increase IHA influence within the community.**
  - **Maintain a Housing Counseling Program to promote increased homeownership opportunities for the residents of both Public Housing and Housing Choice Voucher Programs.**
  - **Promote resident credit worthiness, savings and financial literacy with a goal to move from public or assisted housing to a self sufficient lifestyle and to increase the number of residents able to purchase homes in the area**

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| 6.0 | **PHA Plan Update**<br><br>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:<br>• **Expended 2008 Capital Fund monies**<br>• **2009 Capital Fund monies**<br>• **Continue to administer construction projects funded under the 2009 American Recovery and Reinvestment Act (ARRA) Capital Funds. Efforts will be made to meet all regulatory requirements.**<br><br>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. **The PHA Plan is available at each AMP central office, and it is posted on the Ithaca Housing Authority official website. All of the PHA Plan elements may also be obtained at each AMP central office.** |
| 7.0 | **Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.** *Include statements related to these programs as applicable.*<br>**The Homeownership Program that the Ithaca Housing Authority administers has not conceptually changed since its implementation on March 27, 2007. The Ithaca Housing Authority has demonstrated its capacity to administer the program by requiring that financing for purchase of a home under its Section 8 Homeownership Program will be provided, insured or guaranteed by the State or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards. Three homeowners closed on their homes in 2009.** |
| 8.0 | **Capital Improvements.** Please complete Parts 8.1 through 8.3, as applicable. |
| 8.1 | **Capital Fund Program Annual Statement/Performance and Evaluation Report.** As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report*, form HUD-50075.1, for each current and open CFP grant and CFFP financing.<br>**See attached form HUD 50075.1 for the 2010 Annual Plan and one for each of the following Capital Fund Programs:**<br>• **2008 CFP**<br>• **2009 CFP**<br>• **2009 Recovery Act Capital Fund Formula Grant** |
| 8.2 | **Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan*, 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. |
| 8.3 | **Capital Fund Financing Program (CFFP).**<br>☐ 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. |
| 9.0 | **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.<br>**A limited supply of housing stock has resulted in hot competition among buyers, which has pushed home prices up. New housing construction is generally not affordable to the average household, and there is little economic incentive for contractors to develop affordable housing. Therefore, many people in Tompkins County rent their living space, but this also comes at a premium. College students make up a significant number of renters in the community; this student population has a direct and negative impact on housing affordability. Tompkins County's low vacancy rates for rental units create competition for available units and help inflate prices. At least one in three households in Tompkins County has housing affordability problems. Over 10,000 households pay more than 30 percent of their income on housing; over 5,000 spend more than half their income on housing. In Ithaca alone, 57% of renters spend more than 30% of their household income on rent, compared to the 18% of homeowners spending at that rate. This cost burden is most acute for low-income renters, many of whom are not students. Among non-student renters, nearly 40 percent – close to 4,000 households – pay more than the affordable level for housing. The number and percentage of low- and moderate-income renters and homeowners is increasing. Seventy-seven percent of renters were considered to be low- or moderate-income (LMI) people. Of this number 43% were very low income, earning just 30% or less of the area's median income. The City of Ithaca, as well as IHA, recognizes the importance or fair housing for all residents; therefore, City and IHA policies are in place to prevent discrimination on the basis of race, creed, color, national origin, sex, disability, marital status or sexual preference. Because of better health care and increasing longevity rates, seniors will continue to age and add to housing needs. In just a few years, the baby boom generation will start turning 65. In the years that follow, there will be increasing pressure on housing for seniors age 75 and over that will reach its peak by the 2020s. The number of lower-income seniors will continue to rise. Ithaca saw a 22% increase in households headed by someone 65 and older. Considering that nearly 12% of seniors live in poverty and 79% of seniors are LMI persons, housing costs for this population will remain a serious issue. Housing quality remains a concern. To compound the issue, Ithaca has a very low homeownership rate. The U.S. homeownership rate is just over 66%; Tompkins County homeownership rate is nearly 54%. The need for emergency shelter, transitional housing and services for homeless and near homeless is at a critical level. There are a large number of homeless "unattended youth" in our area. These are independent young people, ages 16-25 who typically do not use the homeless shelter and do not participate in homeless assistance and prevention programs geared toward adults and families. Because of their age and developmental needs, these homeless youth straddle both the youth and adult social service systems with their needs never being fully met in either system. Currently, there are approximately 357 families on IHA's Section 8 waiting list. We are not in a position to issue new vouchers as a result of funding limitations. The Public Housing waiting list consists of approximately 91 families, and currently there are only 2 vacancies. In conclusion, there is a serious need for affordable and safe housing in Tompkins Co.** |

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| **9.1** | **Strategy for Addressing Housing Needs**. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**<br><br>**Strategies Include:**<br>• **Reduce turnover time for vacated public housing units**<br>• **Reduce time to renovate public housing units**<br>• **Continue placing families in their own home under IHA's Homeownership Program.**<br>• **Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction.**<br>• **Undertake measures to ensure access to affordable housing among families assisted, regardless of unit size required.**<br>• **Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration.**<br>• **Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program**<br>• **In 2009 IHA applied for and received 50 Family Unification Program vouchers, and IHA will apply for additional Section 8 or FUP vouchers should they become available.**<br>• **Adopt rent policies to support and encourage work.**<br>• **Apply for special-purpose vouchers targeted to the elderly and families with disabilities, should they become available.**<br>• **Affirmatively market to local non-profit agencies that assist families with disabilities.**<br>• **Affirmatively market to races/ethnicities shown to have disproportionate housing needs.** |
| **10.0** | **Additional Information**. Describe the following, as well as any additional information HUD has requested.<br><br>(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. **The IHA has and continues to take the following actions to meet its mission and goals of providing safe and affordable housing and offering valuable services to its clients: (1) reduce public housing vacancies, (2) apply for additional rental vouchers, (3) renovate or modernize public housing units, (4) continue operating the homeownership program, (5) implement public housing security improvements, (6) promote self-sufficiency and asset development of families and individuals, (7) provide or attract supportive services to increase independence for the elderly or families with disabilities, (8) undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability, (9) increase marketing initiatives for our programs, (10) continue successful case management services to our clients and (11) further the services of IHA's award winning 3 Pillar Foundation (3PF) Program to the families residing in the public housing families sites and participants in the HCV Program.**<br>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"<br>**Substantial deviations are defined as discretionary changes in the plans or policies of PHA that fundamentally change the mission, goals, objectives, or plans of the Agency and which require formal approval of the Board of Commissioners. Significant amendments or modifications are defined as discretionary changes in the plans or policies of PHA that fundamentally change the mission, goals, objectives, or plans of the Agency and which require formal approval of the Board of Commissioners.** |

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| **11.0** | **Required Submission for HUD Field Office Review**. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.<br><br>(a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)<br>(b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)<br>(c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)<br>(d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)<br>(e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)<br>(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.<br>(g) Challenged Elements<br>(h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)<br>(i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only) |

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

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

# Instructions form HUD-50075

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

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

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

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

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

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

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

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

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

**(a)** Identify specifically which plan elements have been revised since the PHA's prior plan submission.

**(b)** Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central off ice 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. P**HAs 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) F**orm 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.

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:** ITHACA | **Grant Type and Number**<br>Capital Fund Program Grant No: NY06PO54-501-10<br>Replacement Housing Factor Grant No:<br>Date of CFFP: | **FFY of Grant: 2010**<br>**FFY of Grant Approval: 2010** |
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**Type of Grant**
☒ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☐ **Revised Annual Statement (revision no: )**
☐ **Performance and Evaluation Report for Period Ending:** ☐ **Final Performance and Evaluation Report**

| Line | Summary by Development Account | Total Estimated Cost | | Total Actual Cost [1] | |
|---|---|---|---|---|---|
| | | Original | Revised[2] | Obligated | Expended |
| 1 | Total non-CFP Funds | 0 | | | |
| 2 | 1406 Operations (may not exceed 20% of line 21) [3] | 104,479.40 | | | |
| 3 | 1408 Management Improvements | 5,000.00 | | | |
| 4 | 1410 Administration (may not exceed 10% of line 21) | 52,239.70 | | | |
| 5 | 1411 Audit | 0 | | | |
| 6 | 1415 Liquidated Damages | 0 | | | |
| 7 | 1430 Fees and Costs | 2,000.00 | | | |
| 8 | 1440 Site Acquisition | 0 | | | |
| 9 | 1450 Site Improvement | 65,000.00 | | | |
| 10 | 1460 Dwelling Structures | 147,000.00 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | 0 | | | |
| 12 | 1470 Non-dwelling Structures | 0 | | | |
| 13 | 1475 Non-dwelling Equipment | 146,677.90 | | | |
| 14 | 1485 Demolition | 0 | | | |
| 15 | 1492 Moving to Work Demonstration | 0 | | | |
| 16 | 1495.1 Relocation Costs | 0 | | | |
| 17 | 1499 Development Activities [4] | 0 | | | |

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



form **HUD-50075.1** (4/2008)

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:** **ITHACA** | **Grant Type and Number**<br>Capital Fund Program Grant No: NY06PO54-501-10<br>Replacement Housing Factor Grant No:<br>Date of CFFP: | **FFY of Grant:2010**<br>**FFY of Grant Approval: 2010** |
|---|---|---|

**Type of Grant**

☒ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☐ **Revised Annual Statement (revision no: )**

☐ **Performance and Evaluation Report for Period Ending:** ☐ **Final Performance and Evaluation Report**

| **Line** | **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 | 0 | | | |
| 18ba | 9000 Collateralization or Debt Service paid Via System of Direct Payment | 0 | | | |
| 19 | 1502 Contingency (may not exceed 8% of line 20) | 0 | | | |
| 20 | Amount of Annual Grant:: (sum of lines 2 - 19) | 522,397.00 | | | |
| 21 | Amount of line 20 Related to LBP Activities | 0 | | | |
| 22 | Amount of line 20 Related to Section 504 Activities | 0 | | | |
| 23 | Amount of line 20 Related to Security - Soft Costs | 0 | | | |
| 24 | Amount of line 20 Related to Security - Hard Costs | 0 | | | |
| 25 | Amount of line 20 Related to Energy Conservation Measures | 0 | | | |

| **Signature of Executive Director Brenda C. Westfall** | **Date** | **Signature of Public Housing Director** | **Date** |
|---|---|---|---|
| **6/30/10** | | | |

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



form **HUD-50075.1** (4/2008)

**Part II: Supporting Pages**

| PHA Name: ITHACA | **Grant Type and Number**<br>Capital Fund Program Grant No: NY06PO54-501-10<br>CFFP (Yes/ No):<br>Replacement Housing Factor Grant No: | **Federal FFY of Grant: 2010** |
|---|---|---|

| Development Number Name/PHA-Wide Activities | General Description of Major Work Categories | Development Account No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
|---|---|---|---|---|---|---|---|---|
| | | | | Original | Revised [1] | Funds Obligated[2] | Funds Expended[2] | |
| Agency Wide | MANAGEMENT IMPROVEMENTS software/computer upgrade | 1408 | 1 | 5,000.00 | | | | |
| | Operations | 1406 | 1 | 104,479.40 | | | | |
| | Administration COCC | 1410 | 1 | 52,239.70 | | | | |
| | A/E Fee | 1430 | 1 | 2,000.00 | | | | |
| Titus - NY054000001 | vehicle | 1475 | 1 | 20,000.00 | | | | |
| Titus - NY054000001 | carpet replacement - apartments | 1460 | 1 | 10,000.00 | | | | |
| Titus - NY054000001 | seal parking lot | 1450 | 1 | 7,500.00 | | | | |
| Titus 1-NY054000001 | sidewalks/concrete | 1450 | 1 | 15,000.00 | | | | |
| Titus - NY054000001 | apartment intercom system | 1460 | 1 | 25,000.00 | | | | |
| Titus 1-NY054000001 | closet doors | 1460 | 1 | 70,000.00 | | | | |
| Titus 1-NY054000001 | air balancing of building | 1450 | 1 | 10,000.00 | | | | |
| Titus 1-NY054000001 | garbage disposal | 1475 | 1 | 7,000.00 | | | | |
| Titus - NY054000001 | ground floor window replacement | 1460 | 1 | 15,000.00 | | | | |
| SV - NY054000002 | playground | 1475 | 1 | 30,000.00 | | | | |
| SV - NY054000002 | exterior lighting/cameras | 1450 | 1 | 2,000.00 | | | | |
| SV - NY054000002 | concrete/sidewalks | 1450 | 1 | 10,000.00 | | | | |
| OL - NY054000002 | playground | 1475 | 1 | 20,000.00 | | | | |
| OL - NY054000002 | concrete/sidewalks | 1450 | 1 | 3,000.00 | | | | |
| OL - NY054000002 | boilers - garden apts. | 1460 | 1 | 12,000.00 | | | | |

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

**Part II: Supporting Pages**

| PHA Name: ITHACA | **Grant Type and Number**<br>Capital Fund Program Grant No: NY06PO54-501-10<br>CFFP (Yes/ No):<br>Replacement Housing Factor Grant No: | **Federal FFY of Grant: 2010** |
|---|---|---|

| Development Number Name/PHA-Wide Activities | General Description of Major Work Categories | Development Account No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
|---|---|---|---|---|---|---|---|---|
| | | | | Original | Revised [1] | Funds Obligated[2] | Funds Expended[2] | |
| OL - NY054000002 | water heaters - townhouse | l460 | 1 | 15,000.00 | | | | |
| NS - NY054000002 | playground | 1475 | 1 | 49,677.90 | | | | |
| NS - NY054000002 | concrete/sidewalks | 1450 | 1 | 10,000.00 | | | | |
| NS - NY054000002 | vehicle | 1475 | 1 | 20,000.00 | | | | |
| NY054000002 | seal parking lots | 1450 | 1 | 7,500.00 | | | | |
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[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

**Part III: Implementation Schedule for Capital Fund Financing Program**

PHA Name: ITHACA

**Federal FFY of Grant: 2010**

| Development Number Name/PHA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | All Funds Expended (Quarter Ending Date) | | Reasons for Revised Target Dates [1] |
|---|---|---|---|---|---|
| | Original Obligation End Date | Actual Obligation End Date | Original Expenditure End Date | Actual Expenditure End Date | |
| NY054000001 - AMP 1 | 9/30/2011 | | | | |
| NY054000002 - AMP 2 | 9/30/2011 | | | | |
| Management Improvements | 9/30/2011 | | | | |
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[1] Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

| **Part III: Implementation Schedule for Capital Fund Financing Program** | | | | | |
|---|---|---|---|---|---|
| PHA Name: | | | | | **Federal FFY of Grant:** |
| Development Number Name/PHA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | All Funds Expended (Quarter Ending Date) | | Reasons for Revised Target Dates [1] |
| | Original Obligation End Date | Actual Obligation End Date | Original Expenditure End Date | Actual Expenditure End Date | |
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[1] Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement / Performance and Evaluation Report
Capital Fund Program **Part I: Summary**

Updated to April 2, 2009

**U.S. Department of Housing and Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0157
(exp. 4/30/2011

HA Name: **Ithaca Housing Authority**

Comprehensive Grant Number: **NY06S054501-09**

FFY of Grant Aproval: **2009**

[X] Original Annual Statement
[ ] Reserve for Disasters/Emergencies
[ ] Revised Annual Statement (revision no: )
[ ] **Performance and Evaluation Report for Period Ending: 31-Mar-10**
[ ] Final Performance and Evaluation Report

| Line No. | Summary by Development Account | | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|---|
| | | | Original | Revised | Obligated | Expended |
| 1 | Total Non-CFP Funds | | | | | |
| 2 | 1406 | Operations | | | | |
| 3 | 1408 | Management Improvements | | | | |
| 4 | 1410 | Administration | **$64,923.00** | **$64,923.00** | $15,876.45 | $15,876.45 |
| 5 | 1411 | Audit | | | | |
| 6 | 1415 | Liquidated Damages | | | | |
| 7 | 1430 | Fees and Costs | **$4,307.00** | **$2,073.99** | $2,073.99 | $2,073.99 |
| 8 | 1440 | Site Acquisition | | | | |
| 9 | 1450 | Site Improvement | **$30,000.00** | **$44,847.00** | $44,847.00 | $44,847.00 |
| 10 | 1460 | Dwelling Structures | **$550,000.00** | **$537,386.01** | $111,843.53 | $111,843.53 |
| 11 | 1465.1 | Dwelling Equipment-Nonexpendable | | | | |
| 12 | 1470 | Nondwelling Structures | | | | |
| 13 | 1475 | Nondwelling Equipment | | | | |
| 14 | 1485 | Demolition | | | | |
| 15 | 1492 | Moving to Work Demonstration | | | | |
| 16 | 1495.1 | Relocation Cost | | | | |
| 17 | 1499 | Development Activities | | | | |
| 18a | 1501 | Collateralization or Debt Service paid by PHA | | | | |
| 18b | 9000 | Collateralization or Debt Service paid via System Direct Pmts | | | | |
| 19 | 1502 | Contingency (may not exceed 8% of line 20) | | | | |
| 20 | **Amount of Annual Grant: (sum of lines 2-19)** | | **$649,230.00** | **$649,230.00** | **$174,640.97** | **$174,640.97** |
| 21 | Amount of line 20 Related to LBP Activities | | | | | |
| 22 | Amount of line 20 Related to Section 504 Compliance | | | | | |
| 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: X *Brenda C. Westfall*
Date (mm/dd/yyyy): 7/14/2010

Signature of Public Housing Director: X
Date (mm/dd/yyyy):

facsimile form **HUD-50075.1** (4/08)
ref Handbook 7485.3

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





$ASQNY054201020100714111 2-037/14/2010

**Annual Statement /Performance and Evaluation Report**
**Capital Fun** Capital Fund Program **Part I: Summary**
**Part II: Supporting Pages**

| PHA Name: | Grant Type and Number | Federal FY of Grant: |
|---|---|---|
| **Ithaca Housing Authority** | Capital Fund Program Grant Nc **NY06S054501-09**<br>Replacement Housing Factor Grant No: | **2009** |

| Development Number Name/HA-Wide Activities | X General Description of Major Work X | Development Account Number | AMP | Total Estimated Cost | | Total Actual Cost | | Status of Work |
|---|---|---|---|---|---|---|---|---|
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| **Titus II** | Replace Original Appliances | 1450 | 1 | $30,000.00 | $19,305.00 | $19,305.00 | $19,305.00 | |
| **Northside** | Replace Original Appliances | 1450 | 2 | | $25,542.00 | $25,542.00 | $25,542.00 | |
| **Northside** | Blacktop Paving w/ Drain Replacement | 1460 | 2 | $130,000.00 | $90,620.20 | $90,620.20 | | |
| **Northside** | Exterior Lighting | 1460 | 2 | $60,000.00 | $22,694.83 | $21,006.61 | | |
| **Northside** | Architect/ Engr / Design Fees | 1430 | 2 | $4,307.00 | $2,073.99 | $2,073.99 | | |
| **Titus I** | Kitchen/Bath Countertop/Cabinets & Sinks | 1460 | 1 | $180,000.00 | $244,070.98 | | | |
| **Northside** | Kitchen/Bath Countertop/Cabinets & Sinks | 1460 | 2 | $180,000.00 | $180,000.00 | $216.72 | $216.72 | |
| **COCC** | Administrative Fees | 1410 | 3 | $64,923.00 | $64,923.00 | $15,876.45 | $15,876.45 | |
| **Agency-Wide** | | | | | | | | |
| | **Totals** | | | **$649,230.00** | **$649,230.00** | **$174,640.97** | **$60,940.17** | |
| **Project Summary** | | | | | | | | |
| | AMP 1 | | 1 | $210,000.00 | $263,375.98 | $19,305.00 | $19,305.00 | |
| | AMP 2 | | 2 | $374,307.00 | $320,931.02 | $139,459.52 | $139,459.52 | |
| | COCC | | 3 | $64,923.00 | $64,923.00 | $15,876.45 | $15,876.45 | |
| | Agency-Wide | | 4 | | | | | |
| | Totals | | | **$649,230.00** | **$649,230.00** | **$174,640.97** | **$174,640.97** | |

Annual Statement / Performance and Evaluation Report
Capital Fund Program **Part I: Summary**

Updated to April 2, 2009

**U.S. Department of Housing and Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0157 (exp. 4/30/2011

HA Name: **Ithaca Housing Authority**

Comprehensive Grant Number: **NY06P054-501-09**

FFY of Grant Aproval: **2009**

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☒ Revised Annual Statement (revision no: ) 1

☒ **Performance and Evaluation Report for Period Ending: 31-Mar-10** ☐ Final Performance and Evaluation Report

| Line No. | Summary by Development Account | | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|---|
| | | | Original | Revised | Obligated | Expended |
| 1 | Total Non-CFP Funds | | | | | |
| 2 | 1406 | Operations | $104,479.00 | $104,479.00 | | |
| 3 | 1408 | Management Improvements | $10,000.00 | $10,000.00 | | |
| 4 | 1410 | Administration | $52,240.00 | $52,240.00 | $52,240.00 | $52,240.00 |
| 5 | 1411 | Audit | | | | |
| 6 | 1415 | Liquidated Damages | | | | |
| 7 | 1430 | Fees and Costs | $3,000.00 | $3,000.00 | | |
| 8 | 1440 | Site Acquisition | | | | |
| 9 | 1450 | Site Improvement | $87,000.00 | $115,979.84 | $51,856.02 | $51,856.02 |
| 10 | 1460 | Dwelling Structures | $215,678.00 | $186,698.16 | $2,560.00 | $2,560.00 |
| 11 | 1465.1 | Dwelling Equipment-Nonexpendable | | | | |
| 12 | 1470 | Nondwelling Structures | | | | |
| 13 | 1475 | Nondwelling Equipment | $50,000.00 | $50,000.00 | | |
| 14 | 1485 | Demolition | | | | |
| 15 | 1492 | Moving to Work Demonstration | | | | |
| 16 | 1495.1 | Relocation Cost | | | | |
| 17 | 1499 | Development Activities | | | | |
| 18a | 1501 | Collateralization or Debt Service paid by PHA | | | | |
| 18b | 9000 | Collateralization or Debt Service paid via System Direct Pmts | | | | |
| 19 | 1502 | Contingency (may not exceed 8% of line 20) | | | | |
| 20 | **Amount of Annual Grant: (sum of lines 2-19)** | | $522,397.00 | $522,397.00 | $106,656.02 | $106,656.02 |
| 21 | Amount of line 20 Related to LBP Activities | | | | | |
| 22 | Amount of line 20 Related to Section 504 Compliance | | | | | |
| 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: X *Brenda C. Westfall* Date (mm/dd/yyyy): 7/14/2010

Signature of Public Housing Director: X Date (mm/dd/yyyy):

facsimile form **HUD-50075.1** (4/08)

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

To be completed for the Performance & Evaluation Report



ref Handbook 7485.3

**Annual Statement /Performance and Evaluation Report**
**Capital Fun** Capital Fund Program **Part I: Summary**
**Part II: Supporting Pages**

| PHA Name: | Grant Type and Number | Federal FY of Grant: |
|---|---|---|
| **Ithaca Housing Authority** | Capital Fund Program Grant Nc **NY06P054-501-09**<br>Replacement Housing Factor Grant No: | **2009** |

| Development Number Name/HA-Wide Activities | X General Description of Major Work X | Development Account Number | AMP | Total Estimated Cost Original | Total Estimated Cost Revised | Total Actual Cost Funds Obligated | Total Actual Cost Funds Expended | Status of Work |
|---|---|---|---|---|---|---|---|---|
| 54-6/7 | | | | | | | | |
| Titus Towers | A&E Fee | 1430 | 1 | $3,000.00 | $3,000.00 | | | |
| **(AMP 1)** | Sidewalks / Concrete | 1450 | 1 | $10,000.00 | $10,000.00 | | | |
| | Kitchen/Bathroom Countertops/ Cabinets | 1460 | 1 | $55,000.00 | $55,000.00 | | | |
| | | | 1 | | | | | |
| | Carpets - Titus I | 1450 | 1 | $7,000.00 | $7,000.00 | $2,876.18 | | |
| | Carpets - Titus II | 1450 | 1 | $3,000.00 | $3,000.00 | | | |
| | Roof Replacement Tinus 2 | 1450 | 1 | | $35,000.00 | $35,000.00 | | |
| | Boiler Control Valves | 1460 | 1 | | $2,560.00 | $2,560.00 | | |
| | | | 1 | | | | | |
| | | | 1 | | | | | |
| | | | 1 | | | | | |
| | | | 1 | | | | | |
| Overlook | | | | | | | | |
| **(AMP 2)** | Kitchen/Bathroom Countertops/ Cabinets | 1460 | 1 | $49,030.00 | $49,030.00 | | | |
| | Mortar/Paint Block Walls | 1450 | 1 | $17,000.00 | $17,000.00 | | | |
| Southview | | | | | | | | |
| **(AMP 2)** | Kitchen/Bathroom Countertops/ Cabinets | 1460 | 1 | $55,000.00 | $55,000.00 | | | |
| | Sidewalks / Concrete | 1450 | 1 | $10,000.00 | $10,000.00 | | | |
| | Playground | 1475 | 1 | $20,000.00 | $20,000.00 | | | |
| Northside | | | | | | | | |
| **(AMP 2)** | Kitchen/Bathroom Countertops/ Cabinets | 1460 | 1 | $56,648.00 | $25,108.16 | | | |
| | Exterior Lighting/ Security Cameras | 1450 | 1 | $20,000.00 | | | | Used ARRA Grant Funding |
| | Sidewalks / Concrete | 1450 | 1 | $20,000.00 | $20,000.00 | | | |
| | Playground | 1475 | 1 | $30,000.00 | $30,000.00 | | | |
| | Roof Replacement | 1450 | 1 | | $13,979.84 | $13,979.84 | | |
| **Agency-Wide** | | | | | | | | **355,678.00** |
| | Applications Development/ Computer Upg | 1408 | 4 | $10,000.00 | $10,000.00 | | | Project Performance Tracking Systems Dvpmt |
| | Administration COCC | 1410 | 3 | $52,240.00 | $52,240.00 | $52,240.00 | $52,240.00 | COCC Admin Fees |
| | Operations Provision (20%) | 1406 | 4 | $104,479.00 | $104,479.00 | | | |
| | **Totals** | | | **$522,397.00** | **$522,397.00** | **$106,656.02** | **$52,240.00** | |
| **Project Summary** | | | | | | | | |
| | AMP 1 | | 1 | $355,678.00 | $355,678.00 | $54,416.02 | $54,416.02 | |
| | AMP 2 | | 2 | | | | | |
| | COCC | | 3 | $52,240.00 | $52,240.00 | $52,240.00 | $52,240.00 | |
| | Agency-Wide | | 4 | $114,479.00 | $114,479.00 | | | |
| | Totals | | | **$522,397.00** | **$522,397.00** | **$106,656.02** | **$106,656.02** | |

# Annual Statement / Performance and Evaluation Report

Updated to April 2, 2009

**U.S. Department of Housing and Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0157 (exp. 4/30/2011

Capital Fund Program, Capital Fund Program Replacement Housing Factor and Capital Fund Financing Program

## Part I: Summary

HA Name: **Ithaca Housing Authority**

Capital Fund Program Grant No. **NY06P054-501-08**

Replacement Housing Factor Grant No.

FFY of Grant Aproval: **2008**

**Type of Grant:**

☐ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (revision no: )

☒ **Performance and Evaluation Report for Period Ending: 28-Feb-10** ☒ Final Performance and Evaluation Report

| Line No. | Summary by Development Account | | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|---|
| | | | Original | Revised | Obligated | Expended |
| 1 | Total Non-CFP Funds | | | | | |
| 2 | 1406 | Operations (may not exceed 20% of line 20) | **$102,580.00** | **$102,580.00** | $102,580.00 | $102,580.00 |
| 3 | 1408 | Management Improvements | **$15,000.00** | **$12,046.29** | $12,046.29 | $12,046.29 |
| 4 | 1410 | Administration (may not exceed 10% of line 20) | **$51,290.00** | **$51,290.00** | $51,290.00 | $51,290.00 |
| 5 | 1411 | Audit | | | | |
| 6 | 1415 | Liquidated Damages | | | | |
| 7 | 1430 | Fees and Costs | **$11,767.00** | | | |
| 8 | 1440 | Site Acquisition | | | | |
| 9 | 1450 | Site Improvement | **$254,922.00** | **$346,983.71** | $346,983.71 | $346,983.71 |
| 10 | 1460 | Dwelling Structures | **$52,000.00** | | | |
| 11 | 1465.1 | Dwelling Equipment-Nonexpendable | | | | |
| 12 | 1470 | Nondwelling Structures | | | | |
| 13 | 1475 | Nondwelling Equipment | **$25,341.00** | | | |
| 14 | 1485 | Demolition | | | | |
| 15 | 1492 | Moving to Work Demonstration | | | | |
| 16 | 1495.1 | Relocation Costs | | | | |
| 17 | 1499 | Development Activities | | | | |
| 18a | 1501 | Collateralization or Debt Service paid by PHA | | | | |
| 18b | 9000 | Collateralization or Debt Service paid via System Direct Pmts | | | | |
| 19 | 1502 | Contingency (may not exceed 8% of line 20) | | | | |
| 20 | **Amount of Annual Grant: (sum of lines 2-19)** | | **$512,900.00** | **$512,900.00** | **$512,900.00** | **$512,900.00** |
| 21 | Amount of line 20 Related to LBP Activities | | | | | |
| 22 | Amount of line 20 Related to Section 504 Compliance | | | | | |
| 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: X *Brenda C. Westfall* Date (mm/dd/yyyy): 7/14/2010

Signature of Public Housing Director: X Date (mm/dd/yyyy):

facsimile form **HUD-50075.1** (4/08)

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

To be completed for the Performance & Evaluation Report



ref Handbook 7485.3

**Annual Statement /Performance and Evaluation Report**
**Capital Fund Program, Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) and Capital Fund Financing Program**
**Part II: Supporting Pages**

| PHA Name: | Grant Type and Number | Federal FY of Grant: |
|---|---|---|
| **Ithaca Housing Authority** | Capital Fund Program Grant No **NY06P054-501-08**<br>CFFP (Yes/No):<br>Replacement Housing Factor Grant No: | **2008** |

| Development Number Name/HA-Wide Activities | X General Description of Major Work X | Development Account Number | AMP | Total Estimated Cost Original | Total Estimated Cost Revised | Total Actual Cost Funds Obligated | Total Actual Cost Funds Expended | Status of Work |
|---|---|---|---|---|---|---|---|---|
| 54-6/7 Titus Towers **(AMP 1)** | A&E Fee | 1430 | 1 | $2,767.00 | | | | |
| | Storm Water , Grade Elevation [TitusAMP1 | 1450 | 1 | $15,000.00 | | | | |
| | Exterior Doors | 1460 | 1 | $10,000.00 | | | | |
| | Sidewalks/ Blacktop/ Landscaping | 1450 | 1 | $30,000.00 | | | | |
| | Carpets - Titus I | 1450 | 1 | $7,000.00 | $4,532.06 | $4,532.06 | $4,532.06 | |
| | Carpets - Titus II | 1450 | 1 | $3,000.00 | | | | |
| | Titus 2 Stoves | 1460 | 1 | $21,000.00 | | | | |
| | Titus 2 Generator | 1460 | 1 | $5,000.00 | | | | |
| | Titus 2 Roof Replacement | 1450 | 1 | $40,000.00 | $124,921.50 | $124,921.50 | $124,921.50 | J&B Installations |
| | Security Software Upgrades (Fobs) | 1450 | 1 | | $6,795.00 | $6,795.00 | $6,795.00 | |
| Overlook **(AMP 2)** | A&E Fee | 1430 | 2 | $3,000.00 | | | | |
| | Blacktop Parking Lot | 1450 | 2 | $23,000.00 | $189,526.65 | $189,526.65 | $189,526.65 | Blacktop SV & Overlook |
| | Motor/Paint Block Walls | 1450 | 2 | $10,000.00 | | | | |
| | Parking lot Signage | 1460 | 2 | $2,000.00 | | | | |
| | Replace Furnaces | 1460 | 2 | $10,000.00 | | | | |
| Southview **(AMP 2)** | A&E Fee | 1430 | 2 | $3,000.00 | | | | |
| | Parking lot Signage | 1460 | 2 | $2,000.00 | | | | |
| | Lightpoles / Wiring | 1450 | 2 | $25,000.00 | | | | |
| Northside **(AMP 2)** | A/E fee | 1430 | 2 | $3,000.00 | | | | |
| | Parking lot Signage | 1460 | 2 | $2,000.00 | | | | |
| | Blacktop Parking Lot / Landscaping | 1450 | 2 | $101,922.00 | | | | |
| | NSCC Roof | 1450 | 2 | | $21,208.50 | $21,208.50 | $21,208.50 | |
| **Agency-Wide** | Replace Van | 1475 | 4 | $25,341.00 | | | | **346,983.71** |
| | Applications Development/ Computer Upgr | 1408 | 4 | $15,000.00 | $12,046.29 | $12,046.29 | $12,046.29 | Inventory System Dvpmt |
| | Administration COCC | 1410 | 3 | $51,290.00 | $51,290.00 | $51,290.00 | $51,290.00 | |
| | Operations Provision (20%) | 1406 | 1 | $102,580.00 | $102,580.00 | $102,580.00 | $102,580.00 | |
| | **Totals** | | | **$512,900.00** | **$512,900.00** | **$512,900.00** | **$512,900.00** | |
| **Project Summary** | | | | | | | | |
| | AMP 1 | | 1 | $236,347.00 | $238,828.56 | $238,828.56 | $238,828.56 | |
| | AMP 2 | | 2 | $184,922.00 | $210,735.15 | $210,735.15 | $210,735.15 | |
| | COCC | | 3 | $51,290.00 | $51,290.00 | $51,290.00 | $51,290.00 | |
| | Agency-Wide | | 4 | $40,341.00 | $12,046.29 | $12,046.29 | $12,046.29 | |
| | Totals | | | **$512,900.00** | **$512,900.00** | **$512,900.00** | **$512,900.00** | |

## Part I: Summary

| PHA Name/Number **ITHACA NY054** | | | Locality (City/County & State) **Ithaca, Tompkins, NY** | | ☒**Original 5-Year Plan** ☐**Revision No: 1** | |
|---|---|---|---|---|---|---|
| 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 | 360,677.90 | 360,677.90 | 360,677.90 | 360,677.90 |
| C. | Management Improvements | | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| D. | PHA-Wide Non-dwelling Structures and Equipment | | 0 | 30,000.00 | 0 | 0 |
| E. | Administration | | 52,239.70 | 52,239.70 | 52,239.70 | 52,239.70 |
| F. | Other | | 0 | 0 | 0 | 0 |
| G. | Operations | | 104,479.40 | 104,479.40 | 104,479.40 | 104,479.40 |
| H. | Demolition | | 0 | 0 | 0 | 0 |
| I. | Development | | 0 | 0 | 0 | 0 |
| J. | Capital Fund Financing – Debt Service | | 0 | 0 | 0 | 0 |
| K. | Total CFP Funds | | 522,397.00 | 522,397.00 | 522,397.00 | 522,397.00 |
| L. | Total Non-CFP Funds | | 0 | 0 | 0 | 0 |
| M. | Grand Total | | 522,397.00 | 522,397.00 | 522,397.00 | 522,397.00 |

## Part I: Summary (Continuation)

| PHA Name/Number **ITHACA NY054** | | | Locality (City/county & State) **ITHACA, TOMPKINS, NY** | | ☒**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**_____ |
| | Titus 1 – NY054000001 | Annual Statement | 124,183.90 | 25,000.00 | 25,338.95 | 72,500.00 |
| | Titus 2 – NY054000001 | | 151,500.00 | 155,000.00 | 295,338.95 | 102,500.00 |
| | Northside–NY054000002 | | 29,998.00 | 154,344.56 | 36,666.67 | 103,677.90 |
| | Southview– NY05400002 | | 19,998.00 | 5,666.66 | 1,666.67 | 31,000.00 |
| | Overlook-NY054000002 | | 34,998.00 | 20,666.66 | 1,666.67 | 51,000.00 |
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## Part II: Supporting Pages – Physical Needs Work Statement(s)

| Work Statement for Year 1 FFY __**2010**__ | Work Statement for Year ___**2011**_____ FFY _____**2011**_____ | | | Work Statement for Year: ____**2012**_____ FFY ____**2012**_____ | | |
|---|---|---|---|---|---|---|
| | Development Number/Name General Description of Major Work Categories | Qty. | Estimated Cost | Development Number/Name General Description of Major Work Categories | Qty. | Estimated Cost |
| See | NY054000001 – Titus 1/ 2 - apt. carpets/floors | 1 | $10,000.00 | NY054000001 – Titus 1/ 2 - apt. carpets/floors | 1 | $10,000.00 |
| Annual | NY054000001 – Titus 2 boilers/zone pumps | 1 | $125,000.00 | NY054000001 – Titus 2 – elevator upgrade | 1 | $100,000.00 |
| Statement | NY054000001 – Titus 1/2 ground floor carpets | 1 | $20,000.00 | NY054000001 – storage building | 1 | $30,000.00 |
| | NY054000001 – Titus 1 /2 vestibule doors | 1 | $10,000.00 | NY054000001 – Titus 2 – generator upgrade | 1 | $30,000.00 |
| | NY054000001 – Titus 1 roof replacement | 1 | $97,677.90 | NY054000001 – Titus 1 / 2 - A/E fee | 1 | $10,000.00 |
| | NY054000001 – interior paint | 1 | $6,000.00 | NY054000002 – Family Sites - A/E fee | 1 | $10,000.00 |
| | NY054000001 – Titus security cameras | 1 | $5,000.00 | NY054000002 – Northside apts. Roofs/downspouts | 1 | $133,677.90 |
| | NY054000001 – Titus 1 / 2 - A/E fee | 1 | $2,000.00 | NY054000002 –landscaping | 1 | $7,000.00 |
| | NY054000002 – Overlook-replace windows bdrm./kit. | 1 | $3,000.00 | NY054000002–Overlook twnhse. front entrance stoop | 1 | $15,000.00 |
| | NY05400002 – replace tub surrounds | 1 | $50,000.00 | NY054000002 – Northside- stoops/door surrounds | 1 | $15,000.00 |
| | NY054000002 – Family Sites - A/E fee | 1 | $2,000.00 | Mgmt. Improvement | 1 | 5,000.00 |
| | NY054000002 – security cameras | 1 | $8,000.00 | Administration | 1 | 52,239.70 |
| | NY054000002 – Overlook mortar/paint block walls | 1 | $5,000.00 | Operations | 1 | 104,479.40 |
| | NY054000002 – Northside 503 bldg. roof overhang | 1 | $10,000.00 | | | |
| | NY054000002 – Overlook siding / trim | 1 | $7,000.00 | | | |
| | Mgmt. Improvement | 1 | 5,000.00 | | | |
| | Administration | 1 | 52,239.70 | | | |
| | Operations | 1 | 104,479.40 | | | |
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| | Subtotal of Estimated Cost | | $ 522,397.00 | Subtotal of Estimated Cost | | $522,397.00 |

## 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 | Qty. | Estimated Cost | Development Number/Name General Description of Major Work Categories | Qty. | Estimated Cost |
| See | NY054000001 – Titus 1/ 2 - apt. carpets/floors | 1 | $10,000.00 | NY054000001 – Titus 1/ 2 - apt. carpets/floors | 1 | $10,000.00 |
| Annual | NY054000002 – Northside – stoops/door surrounds | 1 | $35,000.00 | NY054000002 – Northside – roof overhangs | 1 | $42,677.90 |
| Statement | NY054000001 – Titus 2 – fire pump | 1 | $15,000.00 | NY054000002 – windows | 1 | $60,000.00 |
| | NY054000001 –Titus 2–kitchen cabinets/countertops | 1 | $255,000.00 | NY054000001 – Titus 1 – windows | 1 | $65,000.00 |
| | NY054000001 – Titus 1 / 2 – security cameras | 1 | $35,677.90 | NY054000001 – Titus 2 – windows | 1 | $65,000.00 |
| | NY054000001 – Titus 1 / 2 - A/E fee | 1 | $5,000.00 | NY054000001 – Titus 2 – hallway cooling | 1 | $30,000.00 |
| | NY054000002 – Family Sites - A/E fee | 1 | $5,000.00 | NY054000001 – Titus 1 / 2 - A/E fee | 1 | $5,000.00 |
| | Mgmt. Improvement | 1 | 5,000.00 | NY054000002 – Family Sites - A/E fee | 1 | $5,000.00 |
| | Administration | 1 | 52,239.70 | NY054000002 – Overlook – fence replacement | 1 | $20,000.00 |
| | Operations | 1 | 104,479.40 | NY054000002 – doors | 1 | $28,000.00 |
| | | | | NY054000002 – Northside – vinyl siding | 1 | $30,000.00 |
| | | | | Mgmt. Improvement | 1 | 5,000.00 |
| | | | | Administration | 1 | 52,239.70 |
| | | | | Operations | 1 | 104,479.40 |
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| | Subtotal of Estimated Cost | | $522,397.00 | Subtotal of Estimated Cost | | $522,397.00 |

## Part III: Supporting Pages – Management Needs Work Statement(s)

| Work Statement for Year 1 FFY __**2010**____ | Work Statement for Year _____**2011**_____ FFY ____**2011**_____ | | Work Statement for Year: _____**2012**_____ FFY _____**2012**_____ | |
|---|---|---|---|---|
| | Development Number/Name General Description of Major Work Categories | Estimated Cost | Development Number/Name General Description of Major Work Categories | Estimated Cost |
| See | | | | |
| Annual | Titus 1 and 2 - NY054000001 - computer/hardware upgrade | $2,500.00 | Titus 1 and 2 - NY054000001 - computer/hardware upgrade | $2,500.00 |
| Statement | Family Sites - NY054000002 – computer/hardware upgrade | $2,500.00 | Family Sites - NY054000002 – computer/hardware upgrade | $2,500.00 |
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| | Subtotal of Estimated Cost | $5,000.00 | Subtotal of Estimated Cost | $5,000.00 |

## Part III: Supporting Pages – Management 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 | Estimated Cost | Development Number/Name General Description of Major Work Categories | Estimated Cost |
| See | | | | |
| Annual | Titus 1 and 2 - NY054000001 - computer/hardware upgrade | $2,500.00 | Titus 1 and 2 - NY054000001 - computer/hardware upgrade | $2,500.00 |
| Statement | Family Sites - NY054000002 – computer/hardware upgrade | $2,500.00 | Family Sites - NY054000002 – computer/hardware upgrade | $2,500.00 |
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| | Subtotal of Estimated Cost | $5,000.00 | Subtotal of Estimated Cost | $5,000.00 |

# Ithaca Housing Authority
# Resident Advisory Board Meeting Notes
# and Public Hearing Results

Resident Advisory Board (RAB) Members:

- Valerie Wilson (Southview)
- David McElrath (Titus Towers 1)
- Dinah Maguire (Northside)
- Walter Purdoski (Titus Towers 2)
- Etta Mitchell (Overlook)
- Titus Towers Tenant Council member Anne Robbins

The Resident Advisory Board (RAB) met on May 7, 2010 to discuss the 2010 Annual Plan, which includes revisions to the 2009 and 2008 Capital Fund Performance & Evaluation Reports as well as the 2009 American Recovery and Reinvestment Act (ARRA) Capital Funds.

Members present:
David McElrath
Etta Mitchell

Also present: Brenda Westfall, IHA Executive Director
Doreen Osterman, IHA Exec Sec. and notetaker

D. Osterman explained that IHA applies to HUD via their Annual Plan to obtain capital fund monies to make capital fund improvements. The RAB's role is to assist and make recommendations regarding the development of the Annual Plan, including capital improvements.

**Titus Towers**

David McElrath made the following comments:

- Suggested IHA look at Linux as our computer Operating System for security purposes. It is free. B. Westfall replied that we will consult our IT consultant.
- Poor water pressure on 13th floor; suggested water holding tanks which could pipe water into upper floors.
- His bathroom sink hot water does not get hot enough.

**Overlook Terrace**

Etta Mitchell made the following comments:

- Need playground. There are 15+ children under age 12 and there are only two swings.
- Planters need topsoil.
- Need benches and/or picnic tables for social functions.
- Need more parking. IHA tells us that visitors must park on the street, but the ditch is deep so it is impossible to get off the road which risks car being hit by traffic coming down hill. Suggest additional parking between townhouse and road; there are no trees in that area or put concrete in spot where IHA pushes snow behind laundry room and visitors only use during the summer.
- Prune overgrown rose bush and move it to Titus Towers in the Fall.
- Awning or raincatcher needs to be installed over townhouse doors facing parking lot to prevent rotting the doors from water dripping from the roof.
- Requested screen door on her exterior apartment doors.

**Northside**

- Need playground upgrade

**Southview**

- Need playground upgrade

IHA analysis and decisions regarding recommendations.

Currently assembling a Steering Committee to oversee community-built playground and received interest from several tenants. Linux operating system will be considered at next network upgrade in a couple of years. Temperature of hot water on 13th floor in Titus 1 will be looked into immediately. Topsoil for planters, pruning rosebush and benches at Overlook will be done in summer 2010. Other items will be researched for necessity and feasibility.

Public Hearing: held on May 17, 2010. Attendees: Brenda Westfall (Executive Director), Doreen Osterman (Executive Secretary) and Titus resident Mary Liberatore. Mary commented that she has lived at Titus Towers for 10 years and it is a wonderful place to live.

**Ithaca Housing Authority**

# VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT OF 2005 (VAWA)

## NOTIFICATION TO APPLICANTS

The Ithaca Housing Authority will provide all applicants with notification of their protections and rights under VAWA at the time they request an application for housing assistance.

The notice will explain the protections afforded under the law, inform each applicant of Ithaca Housing Authority confidentiality requirements, and provide contact information for local victim advocacy groups or service providers.

The Ithaca Housing Authority will also include in all notices of denial a statement explaining the protection against denial provided by VAWA (see section 3-III.F).

## NOTIFICATION TO TENANTS [Pub.L. 109-162]

The Ithaca Housing Authority will provide all tenants with notification of their protections and rights under VAWA at the time of admission and at annual reexamination.

The notice will explain the protections afforded under the law, inform the tenant of Ithaca Housing Authority confidentiality requirements, and provide contact information for local victim advocacy groups or service providers.

The Ithaca Housing Authority will also include in all lease termination notices a statement explaining the protection against termination or eviction provided by VAWA (see Section 13-IV.D).