

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: City of Shawano Housing Authority PHA Code: WI045 PHA Type: <input type="checkbox"/> Small X High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 07/2010				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 146 Number of HCV units: 48				
3.0	Submission Type X 5-Year and Annual Plan Annual Plan Only 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	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 City of Shawano Housing Authority's mission is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination. We will be responsible stewards of the public funds in our trust and serve all residents with respect.				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. The City of Shawano Housing Authority plans to maintain our physical assets in a manner that is both efficient and cost effective, to maintain an ongoing preventive maintenance program, to ensure that all applicants, residents, employees and program participants have full access to the programs and benefits offered by our office, to ensure that we remain fiscally responsible at all times and that we abide by all requirements concerning accounting procedures and audits, to strive to maintain a level of operation over a five-year period that keeps the increase in operating costs at the lowest possible level and to periodically have a Physical Needs Assessment done of all developments and then plan necessary projects with Capital Funding to meet the established needs. Some of the progress we have made in meeting the goals and objectives of our previous five-year plan are: we have continued to help attract supportive services to increase independence for the elderly and families with disabilities, we have ensured equal opportunities in fair housing in all of the programs offered by this Housing Authority for all applicants and tenants, all programs have been administered in compliance with the Annual Contribution Contract and all regulations and laws, we have remained fiscally responsible at all times and abided by all requirements concerning correct accounting procedures and audits, all of our stock has been maintained in excellent condition with a preventive maintenance program in place, we have converted the patio door to handicapped accessible at Parkside Apartments, to reduce Public Housing vacancies we have had brochures printed up and set out in various locations throughout the city and to make our housing more inviting we have used our capital funds to modernize our housing units.				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (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.				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i>				
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 <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.				
8.2	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.				

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

9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>The City of Shawano Housing Authority has continued to help attract supportive services to increase independence for the elderly and families with disabilities; we have remained fiscally responsible at all times and abided by all requirements concerning correct accounting procedures and audits; we have ensured equal opportunities in fair housing in all of the programs offered by this Housing Authority for all applicants and tenants; all of our stock has been maintained in excellent condition with a preventive maintenance program in place; all programs have been administered in compliance with the Annual Contribution Contract and all regulations and laws; we have converted the patio door to handicapped accessible at Parkside Apartments; to reduce Public Housing vacancies we had brochures printed up about our housing and set them out in various locations throughout the city; to make our housing more inviting, we have used our capital funds to modernize our housing units and we have completed a majority of the items listed in our Physical Needs Assessment dated 3/2006.</p> <p>The City of Shawano Housing Authority’s Tenant Advisory Board met on January 11, 2010 and on Wednesday January 13, 2010. Some comments and suggestions involved adding linen closets in the handicapped unit’s bathrooms, modifying the lower cabinets in handicapped unit #115 so that the drawers slide out and changing the kitchen in the handicapped #110 so that it is easier for the tenant to use the stove. The first and third items will be put in our Capital Fund projects for 2010 and the second item our maintenance department will take care of. The other suggestion was for the bathtubs at Elizabeth Manor to be removed and shower enclosures to be installed instead. A lot of the tenants have difficulty getting into the tubs to use. This had been put into our Capital Fund projects for 2011.</p> <p>There have been no activities relative to VAWA and our VAWA Policies. No applicant has been or will be denied on the basis that she/he is or has been a victim of domestic violence, dating violence or stalking. When denying because of an unfavorable history, certification will be required as documentation of such actual or threatened abuse. The same applies to any current tenant. Such violence or stalking will not be construed as a serious or repeated violation of the lease by the victim. Our office will continue to work with the domestic violence shelter in this area to provide housing opportunities to their qualifying residents as well as continue to work with Social Services in this area that refer homeless persons as well as victims of domestic violence and need to be relocated.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>Any addition, deletion or modification of a policy in either the Admissions & Continued Occupancy Policy or the Administrative Plan for our Housing Choice Voucher Program which affects eligibility for, or continued assistance will constitute a Significant Amendment. A few examples which would constitute a Significant Amendment are: changing the reporting requirements for families to do an interim re-examination, changes which reduce the bedroom size (subsidy standards) and increasing the minimum rent.</p> <p>There is no planned significant amendment or substantial deviation/modification to the five-year plan. Any amendment or deviation/ modification would require a public hearing and comments from the Tenant’s Advisory Board, comments at a Board of Commissioners meeting and a resolution to be passed before an amendment or modification could be put into effect. It would have to be announced in the Board agenda which is publicly posted before the meeting.</p>

11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Instructions form HUD-50075

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

1.0 PHA Information

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

2.0 Inventory

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

3.0 Submission Type

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

4.0 PHA Consortia

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

5.0 Five-Year Plan

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

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

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

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

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

PHA Plan Elements. (24 CFR 903.7)

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

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

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

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

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

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

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

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

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

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

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

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

8.2 Capital Fund Program Five-Year Action Plan

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

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

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

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

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

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

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

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

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

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

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

Part I: Summary													
PHA Name: City of Shawano Housing Authority	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:40%;">Grant Type and Number</td> <td style="width:20%;"></td> <td style="width:40%;"></td> </tr> <tr> <td>Capital Fund Program Grant No: WI39P04550110</td> <td>\$186,000</td> <td></td> </tr> <tr> <td>Replacement Housing Factor Grant No:</td> <td></td> <td></td> </tr> <tr> <td>Date of CFFP:</td> <td></td> <td></td> </tr> </table>	Grant Type and Number			Capital Fund Program Grant No: WI39P04550110	\$186,000		Replacement Housing Factor Grant No:			Date of CFFP:		
Grant Type and Number													
Capital Fund Program Grant No: WI39P04550110	\$186,000												
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: _____)**
 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				
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	6,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	149,312			
11	1465.1 Dwelling Equipment—Nonexpendable	30,688			
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: City of Shawano Housing Authority	Grant Type and Number Capital Fund Program Grant No: WI39P04550110 \$186,000 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2010 FFY of Grant Approval:			
Type of Grant					
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<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)	186,000			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities	1,612			
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	30,688			
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.

Part II: Supporting Pages								
PHA Name: City of Shawano Housing Authority			Grant Type and Number Capital Fund Program Grant No: WI39P04550110 \$186,000 CFFP (Yes/ No): 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	
PHA Wide	A & E Fees	1430		6,000				
WI045000001 Acorn Street/Military Road	Modernize kitchens - counters, cupboards, sinks & faucets, rangehoods, lighting, flooring & painting	1460		102,000				
WI045000001 Elizabeth Manor	Increase size of garage	1460		18,200				
WI045000001 Parkside Apartments	Venting of trashrooms & to change locks on trash chute doors	1460		14,000				
WI045000001 Parkside Apartments	Install LED exit lights	1460		2,700				
WI045000001 Parkside Apartments	Add door to storage room	1460		2,000				
WI045000001 Parkside Apartments	Replace concrete slabs to pitch away from the building	1460		4,000				
WI045000001 Parkside Apartments	Replace the front lobby windows with operable type	1460		4,800				
WI045000001 Parkside Apartments	Install linen closets in handicapped units #110 & #132 plus relocate stove in handicapped unit #110	1460		1,612				
WI045000001 Acorn Street	Replace furnaces	1465.1		30,688				

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 City of Shawano Housing Authority WI045000001		Locality (City/County & State) Shawano, WI 54166			<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 Projected amount \$186,000	Work Statement for Year 2 FFY 2011 Projected amount \$186,000	Work Statement for Year 3 FFY 2012 Projected amount \$186,000	Work Statement for Year 4 FFY 2013 Projected amount \$186,000	Work Statement for Year 5 FFY 2014 Projected amount \$186,000
B.	Physical Improvements Subtotal	Annual Statement	\$180,000	\$180,000	\$180,000	\$180,000
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other A & E fees		\$6,000	\$6,000	\$6,000	\$6,000
G.	Operations					
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		\$186,000	\$186,000	\$186,000	\$186,000
L.	Total Non-CFP Funds					
M.	Grand Total		\$186,000	\$186,000	\$186,000	\$186,000

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2010	Work Statement for Year 2011 FFY 6/30/2012			Work Statement for Year: 2012 FFY 6/30/2013		
	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	WI045000001 – PHA Wide – A & E Fees		\$6,000	WI045000001 – PHA Wide – A & E Fees		\$6,000
Annual	WI045000001 – Parkside Apartments – Provide accessible entrance at N.W. corner	1	\$10,000	WI045000001 – Parkside Apartments – Move a/c outlet closer to unit in each apartment	83 outlets	\$15,000
Statement	WI045000001 – Elizabeth Manor – Change the bedroom & bathroom locks to lever style	65 locks	\$8,000	WI045000001 – Parkside Apartments – Replace corridor ceiling grid & tile		\$18,500
	WI045000001 – Elizabeth Manor – Replace existing tub with a shower & grab bars – preformed enclosure	30 apartments	\$65,000	WI045000001 – Parkside Apartments – Replace corridor ceiling lights		\$17,000
	WI045000001 – Elizabeth Manor – Provide accessible entrance at west end of building	1	\$10,000	WI045000001 – Parkside Apartments – Change shower walls in apartments to ceramic tile	77 apartments	\$52,000

Capital Fund Program—Five-Year Action Plan

	WI045000001 – Elizabeth Manor – In handicapped units provide S.D. with strobe lights into living room, bedroom & bathroom, change out exhaust fan, increase size of bathroom to present handicap code, add collapsible shower retainer lip and change out lights	2 apartments	\$11,000	WI045000001 – Parkside Apartments – Refinish interior wood windows (stain/varnish)		\$9,500
	WI045000001 – Richmond Court – Replace garage overhead doors & wrap wood jambs	8 apartments	\$10,000	WI045000001 – Elizabeth Manor – Install S.D. in units with strobes into the living room, bedroom & bathroom	30 apartments	\$17,000
	WI045000001 – Richmond Court – Install lever handles on all doors	56 lever handles	\$6,600	WI045000001 – Elizabeth Manor – Replace corridor lights with fluorescent		\$6,800
	WI045000001 – Acorn & Military – Install lever handles on all doors	160 lever handles	\$21,400	WI045000001 – Elizabeth Manor – Modify 2 nd floor railing to code		\$1,000
	WI045000001 – Acorn & Military – Replace entry doors/jambs & storm doors	48 entry doors 48 storm doors	\$38,000	WI045000001 – Elizabeth Manor – In community room replace ceiling & wall lights		\$4,800
				WI045000001 – Elizabeth Manor – Replace 1 st floor ceiling grid & tile		\$8,300

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2010	Work Statement for Year 2013 FFY 6/30/2014			Work Statement for Year: 2014 FFY 6/30/2015		
	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	WI045000001 – PHA Wide – A & E Fees		\$6,000	WI045000001 – PHA Wide – A & E Fees		\$6,000
Annual	WI045000001 – Parkside Apartments – Upgrade elevator to include jamb direction arrows, car operating panel, hands free phone & Braille to buttons	1	\$53,000	WI045000001 – Parkside Apartments – Change parking lot lights to a metal halide style on 12’ poles		\$8,800
Statement	WI045000001 – Parkside Apartments – Install occupancy sensors to public toilet rooms	2	\$150	WI045000001 – Parkside Apartments – Seal exterior brick with a water repellent		\$10,000
	WI045000001 – Elizabeth Manor – Upgrade elevator to include jamb direction arrows, car operating panel, hands free phone & Braille to buttons	1	\$53,000	WI045000001 – Richmond Court – Provide a S.D. in the handicapped unit with strobe into the living room, bedrooms & bathroom	1 apartment	\$500
	WI045000001 – Elizabeth Manor – Add a chair rail to 1 st floor corridor, remove the wall paper & paint above the chair rail		\$4,000	WI045000001 – Richmond Court – Install overhead door stops on doors which swing into other doors (116 & 118)	2 door stops	\$400

Capital Fund Program—Five-Year Action Plan

WI045000001 – Richmond Court – Add 5” cellulose insulation to attic and install pillow insulation over attic access panel	8 apartments	\$9,000	WI045000001 – Richmond Court – Insulate basement walls with rigid insulation & drywall	8 apartments	\$28,000
WI45000001 – Richmond Court – Add GFCI by bathroom vanity	10 bathrooms	\$1,600	WI045000001 – Richmond Court – Remove ceiling light & replace with a ceiling fan/light in the bedrooms	18 bedrooms	\$4,000
WI45000001 – Richmond Court – Change basement windows to insulated slider	28 windows	\$8,000	WI045000001 – Richmond Court – In the bedrooms replace the ceiling boxes with a metal box	18 bedrooms	\$1,000
WI045000001 – Richmond Court – Add carbon monoxide detectors to 1 st floor & basement	16 detectors	\$3,000	WI045000001 – Richmond Court – Add a ceiling fan in the living room	8 living rooms	\$2,500
WI45000001 – Richmond Court – Replace basement receptacles with GFI’s	16 GFI’s	\$500	WI045000001 – Richmond Court – Change corridor lights to fluorescent lights	8 apartments	\$5,500
WI045000001 – Acorn & Military – Add attic insulation & pillow insulation over attic access panel	24 apartments	\$18,000	WI045000001 – Acorn & Military – Insulate basement walls with rigid insulation & drywall	24 apartments	\$85,000
WI045000001 – Acorn & Military – Change all exterior soffits to continuous venting	24 apartments	\$9,000	WI045000001 – Acorn & Military – Change corridor lights to fluorescent	24 apartments	\$8,300
WI045000001 – Acorn & Military – Replace basement windows with insulated sliders	54 windows	\$10,150	WI045000001 – Acorn & Military – Install a ceiling fan in the living room	24 apartments	\$9,000

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	\$