

5.2	<p>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.</p> <p>PHA Goal: Expand the supply of assisted and affordable housing</p> <p>Objectives:</p> <ul style="list-style-type: none"> X Reduce public housing vacancies: Maintain minimal vacancies X Leverage private or other public funds to create additional housing opportunities: Continue efforts to address housing needs, by leveraging resources as needs are quantifiably identified. The BHA is assessing the viability of applying for NSP funds from WCDA to acquire and rehab foreclosed or abandoned properties that would expand the BHA's portfolio of affordable rental units. <p>PHA Goal: Improve the quality of assisted and affordable housing</p> <p>Objectives:</p> <ul style="list-style-type: none"> X Improve public housing management: (PHAS score) Maintain High Performer status X Increase customer satisfaction: Continue Resident Initiative efforts X Renovate or modernize public housing units: Continue to utilize Capital Funds to maximum benefit. <p>PHA Goal: Provide an improved living environment</p> <p>Objectives:</p> <ul style="list-style-type: none"> X Encourage Resident Council X Enhance coordination with Senior Center X Implement public housing security improvements: Utilize Capital Funds to address security improvement concerns of the residents. Continue to promote Neighborhood Watch program. <p>PHA Goal: Promote self-sufficiency and asset development of assisted households</p> <p>Objectives:</p> <ul style="list-style-type: none"> X Provide or attract supportive services to increase independence for the elderly or families with disabilities. <p>PHA Goal: Ensure equal opportunity and affirmatively further fair housing</p> <p>Objectives:</p> <ul style="list-style-type: none"> X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: The BHA has not made any material revisions from the previous Annual Plan Submission. All PHA Plan elements are summarized below.</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. Copies of the 5-Year and Annual Plan are posted and available at the BHA administrative offices. The BHA also posts and makes available the Admissions and Continued Occupancy Policy (ACOP), the CHA Grievance Procedure and other required postings at the BHA Administrative offices.</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable. Not Applicable</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. See Below</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. See Below</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. See Below</p>

8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. 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. See Below</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. See Below</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <ul style="list-style-type: none"> (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. (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"
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> <ul style="list-style-type: none"> (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)

PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:
The CHA has not made any material revisions from the previous 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.

Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit

EXECUTIVE SUMMARY

The Buffalo Housing Authority is comprised of a 30 unit multi-family public housing complex serving elderly, handicapped and disabled households. The Buffalo Housing Authority strongly encourages resident participation in the development of the Annual Plan, Capital Fund Plan and at each meeting of the Board of Commissioners. The BHA has achieved High Performer recognition under the PHAS system and intends to maintain that status. The primary public housing property is Clear Creek Apartments, which is a very nice property connected to the adjacent Senior Center by an enclosed walkway. This connecting walkway facilitates the participation of all BHA residents in the programs and activities of the Senior Center, thus enhancing the residents' quality of life. The BHA is a public housing only agency. However, the BHA serves as a local intake agent for the Cheyenne Housing Authority voucher program, serving the town of Buffalo.

PHA Plan Elements

1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures

A. Public Housing

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing?
- X When families are within a certain number of being offered a unit:
Close to the top of the waiting list and as vacant units are coming available
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing?
- X Criminal or Drug-related activity
X Rental history
X Housekeeping

The PHA requests criminal records from local law enforcement agencies for screening purposes,
The PHA requests criminal records from State law enforcement agencies for screening purposes.
The PHA accesses FBI criminal records from the FBI for screening purposes. (when warranted and when available either directly or through an NCIC-authorized source)

(2) Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list
- X Community-wide list
- b. Where may interested persons apply for admission to public housing?
- X PHA main administrative office

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list?
- X Three
- b. X Yes No: Is this policy consistent across all waiting list types?

(4) Admissions Preferences

- a. Income targeting:
- Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- X Emergencies
X Overhoused
X Underhoused
X Medical justification
X Administrative reasons determined by the PHA (e.g., to permit modernization work)

C. Preferences

1. X Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)?

2. Which of the following admission preferences does the PHA plan to employ in the coming year? Former Federal preferences:

- X Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition, victims of domestic violence)

Other preferences:

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement for reasons outside the control of the applicant (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition, victim of domestic violence)

Other preferences

4. Relationship of preferences to income targeting requirements:

- X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing

- X The PHA-resident lease
X The PHA's Admissions and Continued Occupancy policy
X PHA briefing seminars or written materials

b. How often must residents notify the PHA of changes in family composition?

- X At an annual reexamination and lease renewal
X Any time family composition changes
X At family request for revision

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

d. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families?

- X Not applicable: results of analysis did not indicate a need for such efforts

e. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families?

- X Not applicable: results of analysis did not indicate a need for such efforts

2. Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2007 grants)		
a) Public Housing Operating Fund	54,477	
b) Public Housing Capital Fund	45,473	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self- Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
ARRA CFP Grant	58,294	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	90,331	
4. Other income (list below)		
Interest Income	4,895	
Other Income	6,022	
4. Non-federal sources (list below)		
Total resources	259,492	

3. Rent Determination

A. Public Housing

(1) Income Based Rent Policies

a. The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions).

b. Minimum Rent

1. The BHA has instituted a minimum rent of \$ 25 per month
2. The BHA has not adopted any discretionary minimum rent hardship exemption policies

c. Rents set at less than 30% than adjusted income
The BHA does not plan to charge rents at a fixed amount or percentage less than 30% of adjusted income

d. Ceiling rents
The BHA does not have ceiling rents? (rents set at a level lower than 30% of adjusted income)

e. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent?

- X At family option
- X Any time the family experiences an income increase

f. The BHA does not plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability?

- X The section 8 rent reasonableness study of comparable housing
- X Survey of rents listed in local newspaper
- X **Flat rents are set at the cost to operate the program. The flat rent schedule is attached.**

4. Operations and Management

A. PHA Management Structure

An organization chart showing the PHA's management structure and organization is attached.

B. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	30	3 units
Section 8 Vouchers	NA	NA
Section 8 Certificates	NA	NA
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	NA
Public Housing Drug Elimination Program (PHDEP)	NA	NA
Other Federal Programs(list individually)		NA

C. Management and Maintenance Policies

The BHA has adopted public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management, including the following:

- (1) Public Housing Maintenance and Management:
 - Admissions and Continued Occupancy Policy
 - Maintenance Policy

5. Grievance Procedures

A. Public Housing

1. The BHA has not established a written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.
2. Residents or applicants to public housing should contact the BHA Administrative Office to initiate the PHA grievance process.

6. Designated Housing for Elderly and Disabled Families

Clear Creek Apartments is the sole property within the BHA's portfolio. Clear Creek was initially funded as and remains an elderly/handicapped/disabled property. Therefore the BHA does not intend to designate or apply for designation of any public housing projects, in the upcoming fiscal year.

7. Community Service and Self-Sufficiency

Given the tenant population of the BHA, being entirely elderly/handicapped/disabled, the BHA is not required to implement the Community Service requirement.

8. Safety and Crime Prevention

A. Need for measures to ensure the safety of public housing residents

The BHA has primarily based the need for measures to ensure the safety of public housing residents on resident comments that refer to safety as a general concern. The BHA relied primarily on safety and security survey of the residents to determine the need for PHA actions to improve safety of residents. Elderly/Disabled residents tend to provide these comments and respond to the survey in a greater frequency than the residents in family units.

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

The BHA has undertaken Volunteer Resident Patrols/Block Watch programs to deter and prevent crime. Elderly/Disabled properties are most conducive to Neighborhood Watch type programs. The CHA Family portfolio is comprised of scattered site single family homes that are not concentrated in a specific neighborhood and are therefore less conducive to this effort.

9. Pets

The BHA has amended the Public Housing Admissions and Continued Occupancy Policy to incorporate the Pets in Public Housing Requirements, in accordance with HUD guidance.

10. Civil Rights Certification

The BHA 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 are that the BHA is in very good financial position, with substantial reserves and effective controls over expenditures. The BHA ended the most recent fiscal year with a positive net cash flow in virtually all programs. The BHA has addressed the finding and implemented necessary controls to ensure that expenditures from CFP funds programmed for Operations are properly recorded.

12. Asset Management

The BHA is exempt from the requirement for conversion to the HUD project-based asset management model and has not converted to the HUD model.

13. Violence Against Women Act (VAWA)

The BHA has adopted a local preference for victims of violence against women which grants them the highest preference points. The BHA requires that the violence be documented, in accordance with federal regulations.

8.0 Capital Improvements

The Buffalo Housing Authority Capital Fund five-year plan and Annual plan for 2010 are available as attachments to this document.

9.0 Housing Needs

Housing Needs of Families on the Public Housing Waiting List

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Public Housing only			
	# of families	% of total families	Annual Turnover
Waiting list total	21		
Extremely low income <=30% AMI	12	57%	
Very low income (>30% but <=50% AMI)	7	33%	
Low income (>50% but <80% AMI)	2	10%	
Families with children	1	5%	
Elderly families	12	57%	
Families with Disabilities	8	38%	
Hispanic	0		
Non-Hispanic	21	100%	
White	21	100%	
Black	0		
American Indian	0		
Asian/Pacific Islander	0		
Mixed	0		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	21	100%	
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
The waiting list is not closed			

Strategy for Addressing Needs

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

- X Employ effective maintenance and management policies to minimize the number of public housing units off-line
- X Reduce turnover time for vacated public housing units
- X Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

Strategy 2: Increase the number of affordable housing units by:

- X Pursue housing resources other than public housing or Section 8 tenant-based assistance
- X Encourage and participate in the development of additional assisted housing.

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

- X Meet or exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- X The BHA serves only elderly, handicapped and disabled residents

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

- X Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- X The BHA serves only elderly, handicapped and disabled residents

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

- X Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Strategy 2: Conduct activities to affirmatively further fair housing

- X The BHA complies with the affirmative fair housing marketing plan to ensure that units are marketed to all households, with additional efforts to affirmatively market to races/ethnicities shown to have disproportionate housing needs

Other Housing Needs & Strategies

Reasons for Selecting Strategies

The BHA considered the following factors in determining the strategies it will pursue:

- X Funding constraints
- X Limited availability of sites for assisted housing
- X Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- X Results of consultation with advocacy groups

10.0 Additional Information

a. Progress in Meeting Mission and Goals

The BHA provides the following progress report relative to the 5 Year Plan.

PHA Goal: Expand the supply of assisted housing

Objective: Reduce public housing vacancies

Progress: The BHA has maintained a public housing vacancy rate of less than 3%

Objective: Encourage and participate in development of additional assisted housing

Progress: The BHA continues to encourage new development

PHA Goal: Improve quality of assisted housing

Objective: Achieve and maintain High Performer status

Progress: The BHA has consistently been recognized as a High Performer

Objective: Increase customer satisfaction

Progress: The BHA continues to work closely with the Resident Advisory Council and has implemented many of their suggestions into the capital improvement plan

Objective: Renovate or modernize public housing units

Progress: The BHA has completed several modernization suggestions from the Resident Advisory Council, including replacing all of the bathtubs, replacing flooring in the common areas and hallways, etc.

PHA Goal: Increase assisted housing choices

Objective: Encourage and participate in development of additional assisted housing

Progress: The BHA continues to encourage new development

PHA Goal: Provide an improved living environment

Objective: Encourage resident Advisory Council and enhance coordination with Senior Center

Progress: The BHA has a very active Resident Advisory Council and nearly 65% of all residents attend each Board meeting. The BHA continues to work closely with the Buffalo Senior Center, which is attached to the Clear Creek Apartments.

Objective: Implement public housing security improvements.

Progress: The BHA, at the suggestion of the Resident Advisory Council, modified the fire alarm system to add horns and strobes in order to enhance the effectiveness of the alarm system for the residents.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Progress: The CHA continues to ensure access and provide a suitable living environment regardless of race, color, religion, national origin, sex, familial status and disability.

b. Significant Amendment and Substantial Deviation/Modification

The BHA will apply the following definition of substantial deviation from the Agency Plan that will require formal action by the Board of Commissioners:

Substantial deviations or significant amendments or modification are defined as discretionary changes in the plans or policies of the BHA that fundamentally change the mission, goals, objectives or plans of the agency and which require formal approval of the BHA Board of Commissioners.

Buffalo Housing Authority
 Flat Rent Calculation
 for FYE 2010 Agency Plan

	Requested FYE 03/31/11	PUM FYE 03/31/11	Current FYE 03/31/10	PUM FYE 03/31/10
Total Operating Expenses	\$152,198	\$422.77	\$148,752	\$413.20
Total Nonroutine Expenses	\$0			
TOTAL	\$152,198	\$422.77	\$148,752	\$413.20

Total Dwelling Units 30
 Avg. Dwelling Rent to cover costs \$422.77
 Budget estimate % increase 7%

	Number of units	Total Costs	Current Avg TTP	Proposed Flat Rent	Total income Flat Rents	Current Flat Rent
1 Bdrm	30	\$152,198	\$247.11	\$336	\$120,960	\$314

**Minutes of the Buffalo Housing Authority Public Hearing
held on 1/12/2010 at 5:00 PM at
Clear Creek Apartments
to accept public comment regarding the 2010 Agency Plan and Five-year Plan**

Attendance:

Michael Stanfield, Executive Director, Buffalo Housing Authority
Mark Stotts, Special Projects Coordinator, Buffalo Housing Authority
Richard Trembley, Manager, Clear Creek Apartments
Roy Sykes, Tenant
Harrison Tierney, Tenant
Loretta Gorman, Tenant
Alice Barrett, Tenant
Margie. Pratt, Tenant
Annette Akers, Tenant
Dan Stepper, Tenant
Betty Banks, Tenant
Audrey Redlin, Tenant
Bill Carpenter, Tenant
Marilyn Carpenter, Tenant
Irene Lakin, Tenant
Ruth Walker, Tenant
Betty Bymon, Tenant
Jane Davis, Tenant
James Hewitt, Tenant
Annette Akers, Tenant

Mr. Stanfield called the public hearing to order. Mr. Stotts presented the 2010 Agency Plan and Five-Year Plan. He reviewed the relevant information in the plans and reviewed the capital fund plans and modernization plan. Mr. Stotts explained that due to the increased operating costs, the flat rent would increase by 7%. He solicited comments from residents regarding the CFP plans. The following suggestions or comments were made:

- It was suggested that the ducts and registers be cleaned
- A resident suggested tinting the windows in order to keep the units cooler in the summer.
- Several tenants commented that the property is in really good shape and they are very thankful

Mr. Stotts reminded the residents that HUD might be sending out a resident survey. He encouraged those that receive a survey to complete it and return it to HUD.

There being no further comments Mr. Stanfield adjourned the public hearing at 5:15 PM.

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 Buffalo Housing Authority (WY015)		Locality (City/County & State)			
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
A.					
B.					
C.					
D.					
E.		4,547	4,547	4,547	4,547
F.					
G.		40,296	40,296	40,296	40,296
H.					
I.					
J.					
K.		45,473	45,473	45,473	45,473
L.					
M.					

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2010	Work Statement for Year 2011 FFY		Work Statement for Year 2012 FFY			
	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 Annual Statement	Administration		4,547	Administration	4,547	
	Operations		40,296	Operations	40,296	
	Subtotal of Estimated Cost		\$ 45,473	Subtotal of Estimated Cost		\$ 45,473

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 II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2010	Work Statement for Year 2013 FFY			Work Statement for Year 2014 FFY		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	Administration		4,547	Administration		4,547
	Operations		40,296	Operations		40,296
	Subtotal of Estimated Cost		\$ 45,473	Subtotal of Estimated Cost		\$ 45,473

Civil Rights Certification

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

Civil Rights Certification**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Buffalo Housing Authority

WY015

PHA Name_____
PHA Number/HA Code

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

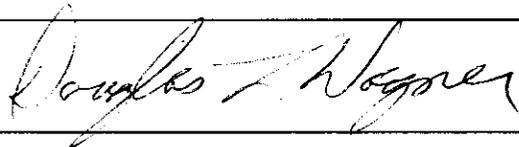
Name of Authorized Official

Doug Wagner

Title

Chairman

Signature



Date 01/13/2010

**PHA Certifications of Compliance
with PHA Plans and Related
Regulations**

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

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or Y Annual PHA Plan for the PHA fiscal year beginning 2010, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

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

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Buffalo Housing Authority
PHA Name

WY015
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2010 - 2014

Annual PHA Plan for Fiscal Years 2010 - ~~20~~

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

Name of Authorized Official <u>Michael Stanfield</u>	Title <u>Executive Director</u>
Signature <u>[Signature]</u>	Date <u>1/14/10</u>

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Buffalo Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing Operating Fund and Capital Fund

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

351 S. Cedar
Buffalo, WY 82834

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

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

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

Name of Authorized Official

Michael Stanfield

Title

Executive Director

Signature

X 

Date

1/14/2010

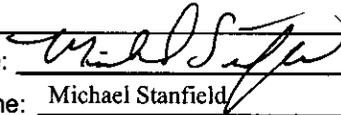
DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: <div style="font-family: cursive; font-size: 1.2em;">Buffalo Housing Authority WY 015</div> Congressional District, if known: WY At Large		5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:
6. Federal Department/Agency: U.S. Department of Housing and Urban Development	7. Federal Program Name/Description: Public Housing OFND and CFP CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> N/A	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: Michael Stanfield Title: Executive Director Telephone No.: 307-633-8317 Date: 1/14/2010	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Buffalo Housing Authority

Program/Activity Receiving Federal Grant Funding

Public Housing Operating Fund and Capital Fund

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

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

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

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

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

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

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

Name of Authorized Official

Michael Stanfield

Title

Executive Director

Signature



Date (mm/dd/yyyy)

1/14/2010

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

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

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

I, Cheryl Gillum the Deputy Director certify that the Five Year and
Annual PHA Plan of the Buffalo Housing Authority is consistent with the Consolidated Plan of
Wyoming Community Development Authority prepared pursuant to 24 CFR Part 91.

Signed / Dated by Appropriate State or Local Official