

6.0 (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. **CHANGE**

The following are the specific locations where the public may obtain copies of the 2011 Annual Plan:

- Administrative Office – 1803 Norman Street, Saginaw, MI 48604
- PHA development management offices:
 - Davenport Manor, 2811 Davenport Avenue, Saginaw, MI 48602
 - Elmwood Manor, 2814 E. Genesee Avenue, Saginaw, MI 48601
 - Maplewood Manor, 535 S. Warren Avenue, Saginaw, MI 48607
 - Pinewood Manor, 2715 S. Jefferson Avenue, Saginaw, MI 48601
 - Rosien Towers, 310 S. Harrison, Saginaw, MI 48602
- PHA Website: www.saginawhousing.org

6.0 PHA Plan Elements

903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures

A. Public Housing

Public Housing policies that govern resident or tenant eligibility, selection and admission (including preferences), unit assignment, procedures to maintaining waiting list for admission to public housing and site-based waiting lists (if applicable).

(1) Eligibility

The Saginaw Housing Commission (SHC) verifies eligibility for admission to public housing when families are within 60-90 days of being offered a unit.

The SHC uses the following non-income screening factors to establish eligibility for admission to public housing:

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Credit report

The Housing Commission requests criminal records from the following enforcement agencies for screening purposes:

- Local law enforcement agencies
- State law enforcement agencies

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(2) Selection and Assignment

Selection for admission to public housing shall be made from the SHC's current waiting list in accordance with date and time of application and applicable transfers that take precedence as stated below.

(3) Preferences

The SHC plans 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 the median area income.

It is the policy of the SHC that transfers will take precedence over new admissions in the following circumstances:

- Emergencies
 - Over-housed
 - Under-housed
 - Medical justification
 - Administrative reasons determined by the SHC
 - Resident Choice (circumstances stated below)
 - Resident in good standing with no violations of the lease.
- Transfers granted 1:5 to new admissions

The SHC has not established any preferences for admission to public housing.

(4) Unit Assignment

Applicants are ordinarily given three (3) vacant unit choices before they fall to the bottom of, or are removed from the waiting list. This policy is consistent across all waiting list types.

(5) Maintaining Waiting List

The Saginaw Housing Commission maintains a community-wide waiting list and site-based waiting lists. The Commission plans to continue to operate seven (7) site-based waiting lists.

Interested persons may apply for admission to public housing at the main administrative office located at 1803 Norman Street, Saginaw, MI 48601 and at the following SHC development site management offices:

- Davenport Manor, 2811 Davenport Avenue, Saginaw, MI 48602
- Elmwood Manor, 2814 E. Genesee Avenue, Saginaw, MI 48601
- Maplewood Manor, 535 S. Warren Avenue, Saginaw, MI 48607
- Pinewood Manor, 2715 S. Jefferson Avenue, Saginaw, MI 48601
- Rosien Towers, 310 S. Harrison, Saginaw, MI 48602

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There are no new site-based waiting lists. All are existing waiting lists from the previous year.

(6) Occupancy

Applicants and residents may use the following reference materials to obtain information about the rules of occupancy of public housing.

- The SHC-resident lease
- The SHC’s Admissions and Continued Occupancy Policy
- SHC briefing seminars or written materials

Residents must notify the SHC of changes in family composition:

- At an annual reexamination and lease renewal
- At any time family composition changes
- At family request for revision
- At time of move-in

(7) Deconcentration and Income Mixing

The PHA has performed its annual deconcentration and income mixing analysis to determine if the PHA has any general occupancy public housing developments covered by the deconcentration rule. The analysis results follow:

The PHA has two general occupancy public housing developments covered by the deconcentration rule.

The following covered developments have average incomes that fall above or below the Established Income Range.

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
Town and Garden	92	The Covered Development’s size, location, and/or configuration promote income deconcentration, such as scattered site or small developments	
Scattered Sites	82	The Covered Development’s size, location, and/or configuration promote income deconcentration, such as scattered site or small developments	

B. Section 8

Section 8 HCV policies that govern participant eligibility and selection for assistance (including preferences), and procedure for maintaining waiting list.

(1) Eligibility

The SHC conducts screening to the extent of:

- Criminal or Drug-related activity only to the extent required by law or regulation

The Housing Commission requests criminal records from the following enforcement agencies for screening purposes:

- Local law enforcement agencies
- State law enforcement agencies

The SHC shares the following information with prospective landlords:

- Current address on file
- Names, ages, relationship of household member
- Former address on file

(2) Waiting List Organization

The Saginaw Housing Commission's waiting list for the section 8 tenant-based assistance is not merged with any other program waiting list:

Interested person may apply for admission to section 8 tenant-based assistance at:

- SHC main administrative office

(3) Search Time

The SHC does give extensions on standard 60-day period to search for a unit under the following circumstances:

- Voucher holder must demonstrate efforts to search for a unit; or
- When inspection cannot be scheduled within the 60-day period

(4) Preferences

The SHC plans to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of the median area income.

The SHC has not established any preferences for admission to section 8. All selections for voucher issuance will be made from the Section 8 waiting list in accordance with date and time of application.

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(5) Special Purpose Section 8 Assistance Programs *CHANGE*

The policies governing eligibility, selection and admissions to any special-purpose section 8 program administered by the SHC are contained in the following documents or other reference materials:

- The Section 8 Administrative Plan
- Briefing sessions and written materials

The SHC announces the availability of any special-purpose section 8 program to the public through:

- Agencies (DHS, Saginaw County Mental Health, Underground Railroad)

903.7(2) Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2011 grants)		
a) Public Housing Operating Fund	883,647.90	
b) Public Housing Capital Fund	981,831.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,310,810.00	
f) Resident Opportunity and Self-Sufficiency Grants	46,000.00	
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
Shelter Plus Care/SNAPS	472,999.00	Other
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2008 CFP Grant	161,428.00	Public housing capital improvements
2009 CFP Grant	339,399.00	Public housing capital improvements
2010 CFP Grant	981,831.00	Public housing capital improvements
3. Public Housing Dwelling Rental Income		
	1,322,728.07	Public housing operations
4. Other income (list below)		
Antenna and laundry revenue, misc.	164,384.61	
5. Non-federal sources (list below)		
Total resources	\$10,665,058.58	

6.0 903.7 (3) Rent Determination Policies *CHANGE*

A. Public Housing

(1) Income Based Rent Policies

a. Use of discretionary policies

The SHC will employ 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; or
- 10% of unadjusted monthly income; or
- Welfare rent; or
- Minimum rent

b. Minimum Rent

The SHC's minimum rent is \$0.00.

The SHC has not adopted any discretionary minimum rent hardship exemption policies.

c. Rents set at less than 30% than adjusted income

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

d. Discretionary deductions and/or exclusion policies

The SHC does not plan to employ any discretionary (optional) deductions and/or exclusions policies.

e. Ceiling Rents

Saginaw Housing Commission has ceiling rents in place set at a level lower than 30% of adjusted income for all of its developments. SHC arrived at the ceiling rents based on a market comparability study.

f. Rent Re-determinations

Between annual income reexaminations, the tenant is required to report changes in income or family composition to the SHC such that the changes result in an adjustment to rent as follows:

- Any time the family experiences an income increase
- Change in family composition

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g. individual Savings accounts (ISAs)

The SHC does not plan to implement individual savings accounts for residents as an alternative to the required 12 month disallowance of earned income and phasing in of the rent increase in the next year.

(2) Flat Rents

The SHC used the following sources of information in setting the market-based flat rents to establish comparability.

- The section 8 rent reasonableness study of comparable housing

B. Section 8 Tenant-based Assistance

(1) Payment Standards *CHANGE*

The SHC's payment standard is within 90 – 110% of FMR

If the payment standard is higher than FMR, why has the SHC chosen this level?

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

The SHC reevaluates the payment standards for adequacy annually and considers the following factors in its assessment of the adequacy:

- Success rates of assisted families
- Rent burdens of assisted families

(2) Minimum Rent *CHANGE*

The SHC's minimum rent is \$50.00.

The SHC has adopted the following discretionary minimum rent hardship exemption policies:

EXEMPTIONS FROM THE MINIMUM RENT REQUIREMENT

To be considered for an exemption from the minimum rent requirement a tenant/participant household must demonstrate that it is experiencing a financial hardship due to an unexpected or unprecedented economic burden on the family. (The voluntary loss of income, or voluntary continued loss of income, does not necessarily qualify a family for the financial hardship exemption from minimum rent.

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Only the following situations shall qualify for the exemption:

- When the family has lost eligibility for, or is awaiting an eligibility determination from a federal, state or local assistance program, including a family having a non-citizen household member lawfully admitted for permanent residence and who would be entitled to public benefits except for Title IV of the Personal Responsibility and Work Opportunity Act of 1996.
- When the family would be evicted as a result of the imposition of the minimum rent requirement.
- When the family income has decreased due to changed circumstances, including involuntary loss of employment.
- When the family has an increase in expenses due to changed circumstances, such as medical costs, childcare, transportation, education, or similar items.
- When a death or severe illness has occurred in the family.
- Other qualifying circumstances that would require approval by SHC.

Requests for an exemption from the minimum rent must be submitted in writing to the Saginaw Housing Commission (SHC) office. This written request must be accompanied by the following:

1. A completed SHC Household Change form, listing all household members' current income and their sources.
2. A completed Zero income form listing all the household members' current financial obligations and routine expenditures.
3. A certification statement that no member of the household has made a purchase or financial obligation of a non-essential nature, as outlined above, within the past 90 days.
4. A certification statement signed by all members of the household over the age of 18 years authorizing SHC to obtain account information directly from any form of subscription entertainment or communication services.

If the family requests the hardship exemption, application of the minimum rent hardship will be suspended beginning the month following the family's written hardship request. During suspension, the minimum rent will be included in the family's Total Tenant Payment (TTP) and the housing assistance payment will be increased accordingly.

SHC will determine if the hardship is temporary or long-term. This determination will be based on the information and documentation provided by the family.

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MINIMUM RENT HARDSHIPS:

Temporary Hardship: If the hardship is determined to be temporary, the minimum rent will be suspended for a period of 90 days from the date of the family's request. Documentation substantiating the claim for a temporary hardship is required. At the end of the 90-day period, the minimum rent will be reinstated retroactively to the date of the suspension and the amount of overpaid assistance, based on the minimum rent amount, shall be reimbursed by the family. SHC will offer a reasonable repayment agreement to cover the minimum rent charges accumulated during the suspension period.

Long-term Hardship: If the hardship is determined to be long-term, that will extend beyond a 90-day period, documentation regarding the reasons to substantiate the long-term hardship will be required. A statement from either a medical provider or other documentation that SHC considers to be sufficient will be required. If SHC determines that there is a long-term hardship, the family will be exempt from the minimum rent requirement until the hardship no longer exists. Repayment of the minimum rent is not required as long as the family has complied with the Family Obligations of reporting information. At each reexamination, the family's eligibility for financial hardship exemption will be reviewed.

No Hardship: If the family has failed to provide documentation proving the hardship has occurred due the circumstances listed or SHC has determined that there is no qualifying hardship, the minimum rent will be reinstated. A repayment agreement will be executed for any owed to SHC during the time of the suspension.

Hardship determinations are subject to SHC's informal hearing process and will be reviewed. If the SHC determines hardship does not exist, the family has the right to request an informal hearing on the decision.

The family is still required to abide by all other requirements of the Family Obligations including but not limited to, reporting all changes of household composition and income within ten (10) calendar days from the date of occurrence. Failure to do so is grounds for termination of the Voucher.

903.7(4) Operation and Management *CHANGE*

(1) PHA Management Structure

- a. A brief description of the management structure and organization of the SHC

The Executive Director directs the day-to day management and operation of the Housing Commission with the assistance of the following lead staff and their line staff.

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Executive Assistant

- Saginaw Affordable Housing Development Corporation
- Executive Assistant
 - Office Assistant
 - FSS Coordinator Contractual Position
- Director of Section 8
 - Section 8 Manager
 - FSS Coordinator Contractual Positions (2)
 - Housing Specialists (3)
- Director of Finance
 - Finance Manager
 - Accounts Specialist
- Comprehensive Improvements Manager
 - Inventory Clerk
- Senior Property Manager
 - Property Managers (5)

b. HUD Programs Under SHC Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	632	110
Section 8 Vouchers	1197	60
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Family Unification Vouchers	177	
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)		
SUPPORTIVE HOUSING PROGRAMS		
MI28B41002 Innerlink Supportive Services & Transitional Living		
MI28B41001 Teen Parent Supportive Services Project		
MI28B510003 St. Rita's Harvest Home		
MI28B410003 Underground Railroad		
MI28B410004 Restoration Community Outreach		
MI28B510002 House to Home Program		
MI128B510004 Underground Railroad		
MI128B510005 House to Home Program		

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SHELTER PLUS CARE PROGRAMS		
MI128C510001 Shelter Plus Care Mustard Seed		
MI128C510006 Shelter Plus Care Underground Railroad		
MI128C510009 Shelter Plus Care	11	
MI128C910001 Shelter Plus Care – Family	7	
MI128C010001 (Extension(Shelter Plus Care – Dwelling Place III	12	
MI128C210001 Shelter Plus Care – Dwelling Place IV	10	
MI128C510008 Shelter Plus Care – Emmaus House S+C	2	
MI128C310001 Shelter Plus Care – Emmaus House/Restoration Community Outreach	29	

c. Management and Maintenance Policies

The SHC has adopted the following policies that contain the Agency’s rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

Public Housing Management:

- Admissions and Continued Occupancy Policy (ACOP)
- Capitalization Policy
- Investment Policy
- Public Housing Lease
- Procurement Policy
- Pest Control Policy
- Risk Control Policy
- Travel Policy
- E-mail/Electronic Communication Policy
- Telephone Communication Policy
- Collection Loss Write Off Policy

Section 8 Management:

- Section 8 Administrative Plan

903.7(5) Grievance Procedures ***NO CHANGE***

A. Public Housing

The SHC has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

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Residents or applicants who desire to initiate the SHC grievance process should contact the following:

- SHC main administrative office
- SHC development management offices

B. Section 8 Tenant-Based Assistance

The SHC has not established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- SHC main administrative office

903.7(6) Designated Housing for Elderly and Disabled Families **NO CHANGE**

Saginaw Housing Commission has applied for and received approval to designate the following public housing developments for occupancy only by the elderly families; or occupancy only by families with disabilities, or occupancy by only elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year.

Activity descriptions for each designation are provided below:

Designation of Public Housing Activity Description
1a. Development name: Pinewood Manor 1b. Development (project) number: MI28P006/007
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input checked="" type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the SHC's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved , submitted, or planned for submission: (05/30/1997)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 89 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

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Designation of Public Housing Activity Description	
1a. Development name: Elmwood Manor	
1b. Development (project) number: MI28P006/005	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the SHC's Designation Plan <input checked="" type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved , submitted, or planned for submission: (05/30/1997)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected: 122	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

Designation of Public Housing Activity Description	
1a. Development name: Maplewood Manor	
1b. Development (project) number: MI28P006/003	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the SHC's Designation Plan <input checked="" type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved , submitted, or planned for submission: (05/30/1997)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected: 76	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

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Designation of Public Housing Activity Description	
1a. Development name: Rosien Towers	
1b. Development (project) number: MI28P006/004	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the SHC's Designation Plan <input checked="" type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved , submitted, or planned for submission: (05/30/1997)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected: 110	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

Designation of Public Housing Activity Description	
1a. Development name: Davenport Manor	
1b. Development (project) number: MI28P006/010	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>	
3. Application status (select one)	
Approved; included in the SHC's Designation Plan <input checked="" type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved , submitted, or planned for submission: (05/30/1997)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected: 61	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

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903.7(7) Community Service and Self-Sufficiency *CHANGE*

A. SHC Coordination with the Welfare (TANF) Agency.

1. The SHC has entered into a cooperative agreement with the TANF Agency, to share information and /or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937.)

The agreement was signed on 11/09/2005.

2. Other coordination efforts between the SHC and TANF agency include:

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs

B. Services and programs offered to residents and participants by the Saginaw Housing Commission are as follows:

(1) General

a. Self-Sufficiency Policies

The SHC will not employ discretionary policies to enhance the economic and social self-sufficiency of assisted families.

b. Economic and Social self-sufficiency programs

The SHC coordinates, promotes or provides the following programs for the enhancement of the economic and social self-sufficiency of assisted families:

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/ specific criteria/other)	Access (development office/PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)
Family Self-Sufficiency (FSS)	131	Sec 8 Participants	PHA Main Office	Section 8 Participants
Family Self-Sufficiency (FSS)	27	PHA Participants	PHA Main Office	Public Housing participants
Service Coordinator Program	451	High-Rise Residents	On-site at Developments	Public Housing Participants

(2) Family Self Sufficiency programs

a. Participation Description:

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: 12/31/10)
Public Housing	25	25
Section 8	205	146

b. If the SHC is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the SHC plans to take to achieve at least the minimum program size? List steps the SHC will take below:

These steps include, but are not limited to:

1. FSS brochures and FSS Coordinator business cards will continue to be included in the briefing packets that are prepared for new Section 8 participants. An available FSS Coordinator will briefly describe the program at this time and indicate the availability for a full FSS group or individual Orientation.
2. FSS Coordinators will continue to mail information describing the benefits of the FSS program to all current Section 8/HCV participants.
3. FSS Coordinators will continue to conduct FSS Group Program Orientations, on a monthly basis, as needed to maintain a continuing list of eligible applicants to fill available program slots.
4. FSS Coordinators will continue to conduct FSS Individual Program Orientations, as requested by eligible program applicants, SHC staff referrals or program participant referrals.
5. Section 8 Housing Specialists will continue to distribute FSS brochures to Section 8/HCV recipients during their annual income and interim re-certifications.
6. FSS Coordinators will provide brochures, describing the program, to local agencies and organizations.
7. The FSS Program will be featured on the SHC Internet site.
8. The FSS Program will continue to be featured in every installment of the SHC Quarterly Newsletter.
9. FSS program activities and accomplishments will be advertised and reported to the local media to enhance positive publicity for the program and encourage increased participation.

C. Welfare Benefit Reductions

The SHC is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:

- Adopting appropriate changes to the SHC's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies

D. Community Service Requirement

Pursuant to section 12(c) of the U. S. Housing Act of 1937, the SHC will comply with requirements of community service by identifying the number of tenants required to perform community service, the number of tenants granted exemptions, the number of tenants in non-compliance, and the number of tenants terminated/evicted due to non-compliance.

THE SAGINAW HOUSING COMMISSION COMMUNITY SERVICE AND SELF-SUFFICIENCY POLICY

As required by The Department of Housing and Urban Development (HUD), each adult resident of a Saginaw Housing Commission (SHC) Public Housing Development, unless exempt, shall contribute 8 hours per month of community service within the community; or participate in an economic self-sufficiency program for 8 hours per month; or perform 8 hours per month of combined community service and participation in an economic self-sufficiency program. Community service is the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities. An 'economic self-sufficiency program' means any program designed to encourage, assist, train, or facilitate the economic independence of participants and their families or to provide work for participants, including programs for job training, employment counseling, work placement, basic skills training, education, workfare, financial or household management, and apprenticeships.

An exempt individual is an adult who:

1. Is 62 years or older;

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2. Is a blind or disabled individual, as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c), and who is unable to comply with this section, or is a primary caretaker of such individual;
3. Is engaged in work activities for at least 20 hours per week;
4. Meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State, including a State-administered welfare-to-work program; or
5. Is in a family receiving assistance under a State program funded under part A of title IV of the Social Security Act or under any other welfare program of the State, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such program.

At lease execution, all adult members shall receive a written description of the service requirement, and the process for claiming exempt status. Each adult member must sign a certification that they have received and read the service requirement and understand that if they are not exempt, failure to comply will result in non-renewal of their lease. The SHC will provide exemption verification forms and community service and self-sufficiency tracking forms.

The SHC will determine exempt status upon presentation of documentation by the claimant. Documentation may include: a birth certificate, certification of disability, employment verification, a letter from an economic self-sufficiency or Welfare-to-Work program, written verification of full-time student status from the admissions officer of school attending, or other forms of documentation as reviewed by the SHC.

At the time of annual recertification, the SHC shall review and determine compliance of each family member who is required to fulfill the requirement. If the SHC determines noncompliance by a family member, the SHC shall send notice to the resident:

1. Describing such noncompliance;
2. That the determination of noncompliance is subject to the SHC grievance process; and
3. That, unless the resident enters into an agreement to cure the noncompliance, and in fact cure such noncompliance by completing the additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the twelve-month term of the new lease, the resident's lease will not be renewed or extended upon expiration of the lease term and shall take action to terminate the tenancy.

To the greatest extent possible and practicable, the Saginaw Housing Commission will provide names and contacts of agencies that can provide opportunities for residents to fulfill their Community Service obligations and/or provide opportunities for volunteer work.

The SHC will make the final determination of exemption of the requirement. Residents may use the grievance procedure if they disagree with the determination.

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Examples of Community Service include, but are not limited to volunteer work at:

- A local institution including but not limited to: schools, child care centers, hospitals, hospice, the United Way (Voluntary Action Council), Commission on Aging, Underground Railroad, homeless shelters, soup kitchen, Red Cross, etc;
- A non-profit organization such as: Boy Scouts, Girl Scouts, Boys or Girls clubs, community clean-up programs, beautification programs, other youth or senior organizations;
- Resident organizations, serving as an officer in a Resident organization, serving on the Resident Advisory Board; and
- Caring for children of other residents so they may volunteer.

Examples of Self-Sufficiency Activities include, but are not limited to:

- Michigan Works!
- Work First
- Job readiness/training programs;
- GED classes;
- Substance abuse or mental health counseling;
- English proficiency or literacy (reading) classes;
- Apprenticeships;
- Budgeting and credit counseling;
- Any kind of class that helps move a person toward economic independence; and
- Full time student status at any school, college or vocational school.

Community Service Implementation Report:

- Number of tenants required to perform community service: 108
- Number of tenants performing community service: 29
- Number of tenants granted exemptions: 79
- Number of tenants in non-compliance: 10
- Number of tenants terminated/evicted due to non-compliance: -0-

903.7(8) Safety and Crime Prevention *NO CHANGE*

The SHC's plan for safety and crime preventions to ensure the safety of the public housing residents is addressed below.

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

1. Description of the need for measures to ensure the safety of public housing residents.
 - High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the SHC's developments
 - Residents fearful for their safety and/or the safety of their children
 - Observed lower-level crime, vandalism and/or graffiti
 - People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime

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- Community perception of high level-crime related activities in and around SHC developments
 - 2. Information or data used by the SHC to determine the need for SHC actions to improve safety of residents:
 - Resident reports
 - SHC employee reports
 - Police reports
 - 3. Developments that are most affected:
 - Elmwood Manor
 - Pinewood Manor
 - Maplewood Manor
 - Town & Garden
 - Scattered Sites
- B. Crime and Drug Prevention activities the SHC has undertaken or plans to undertake in the next SHC fiscal year.
- 1. List of crime prevention activities:
 - Activities targeted to at-risk youth, adults, or seniors
 - Strategy meetings with local police
 - Contracted with private security firm
 - 2. Developments that are most affected:
 - Elmwood Manor
 - Pinewood Manor
 - Maplewood Manor
 - Town & Garden
 - Scattered Sites
- C. Coordination between PHA and the police.
- 1. Description of the coordination between the SHC and the appropriate police precincts for carrying out crime prevention measures and activities:
 - Police provide crime data to housing commission staff for analysis and action
 - Police regularly testify in and otherwise support eviction cases
 - Agreement between SHC and local law enforcement agency for provision of above-baseline law enforcement services
 - 2. Developments that are most affected:
 - Elmwood Manor
 - Pinewood Manor
 - Maplewood Manor
 - Town & Garden
 - Scattered Sites

6.0 903.7(9) Pets ***NO CHANGE***

The description of the SHC's Pet Policy follows:

**THE SAGINAW HOUSING COMMISSION
PET POLICY**

I. In compliance with Section 227 of Title II of the Housing and Urban-Rural Recovery Act of 1983, and with 24 CFR Parts 5, 243, 842, and 942, Final Rule, the Saginaw Housing Commission will permit residents of housing projects built exclusively for occupancy by the elderly and persons with disabilities, to own and keep common household pets in their apartment. The Saginaw Housing Commission will permit residents of public housing to own and keep common household pets in their units. This policy set forth the conditions and guidelines under which pets will be permitted. This policy is to be adhered to at all times.

The purpose of the policy is to ensure that pet ownership will not be injurious to persons or property, or violate the rights of all tenants to clean, quiet, and safe surroundings.

Common Household Pets are Defined as Follows:

- Birds: Including canary, parakeet, finch and other species that are normally kept caged; birds of prey are not permitted.
- Fish: Tanks or aquariums are not to exceed 20 gallons in capacity. Poisonous or dangerous fish are not permitted. Only one (1) tank or aquarium is permitted per apartment.
- Dogs: All dogs must be neutered/spayed (male and female.)
- Cats: All cats must be neutered and de-clawed.

No animal may exceed twenty-five (25) pounds in weight. At no time will the Commission approve of exotic pets such as snakes, monkeys, rodents, etc. The Commission will not allow any animals deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs.

Residents who currently have properly registered pets that exceed the twenty-five pound limit as of 4/2005 will be allowed to keep those pets, provided they are not disruptive to other tenants, visitors, or the Commission.

II. Registration

Every pet must be registered with the Saginaw Housing Commission's management prior to moving into the building and updated annually thereafter. Registration requires the following:

- A. A certificate signed by a licensed veterinarian, State and local authority, stating that the pet has received all inoculations required by the State and local law, if applicable.
- B. Proof of current license, if applicable.
- C. Identification tag bearing the owner's name, address, and phone number (dogs and cats.)

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- D. Proof of neutering/spaying and/or declawing (dogs and cats.)
- E. Photograph (no smaller than 3x5) of pet or aquarium.
- F. The name, address, and phone number of a responsible party that will care for the pet if the owner is incapacitated, expires, or is otherwise unable to care for the pet.
- G. Fish - size of tank or aquarium.

III. Density of Pets

Only one (1) four-legged, warm-blooded pet will be allowed per unit. Only two (2) birds will be allowed per unit. The Saginaw Housing Commission only will give final approval on type and density of pets.

IV. Visitors and Guests

No visitor or guest will be allowed to bring pets on the premises at anytime. Residents will not be allowed to Pet Sit or House a Pet without fully complying with this policy.

Feeding or caring for stray animals is prohibited and will be considered keeping a pet without permission.

V. Pet Restraints

- A. All dogs must be on a leash and muzzled when not in the owner's apartment. The leash must be no longer than three (3) feet.
- B. Cats must be in a caged container when taken out of the owner's apartment.
- C. Birds must be in a cage when inside of the resident's apartment or entering or leaving the building.

VI. Sanitary Standards and Waste Disposal

- A. Litter boxes must be provided for cats with use of odor-reducing chemicals.
- B. Dogs must be provided with a pet bed or box.
- C. Fur-bearing pets must wear effective flea collars at all times. Should extermination become necessary, cost of such extermination will be charged to pet owner.
- D. Dogs and cats shall not excrete anywhere within the building or in undesignated areas outside the building on building property.
- E. The Saginaw Housing Commission has designated areas on the grounds for "pet runs". These areas only are to be used by pet owners for exercising and waste disposal.
- F. Pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances where damages occur to Commission property due to pet or removal of

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pet feces by staff.

1. Waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated container marked "Pet Waste".
2. Tenants with litter boxes must clean them on a daily basis by using containers provided for disposal of feces.
3. Pet owners are never to dispose of pet waste in the trash chutes in the buildings.

G. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. Pet owner's apartments may be subject to inspections once a month.

VII General Rules

The resident agrees to comply with the following rules imposed by the Saginaw Housing Commission:

- A. No pet shall be tied up anywhere on Commission property and left unattended for any amount of time.
- B. Pet owners will be required to make arrangements for their pets in the event of vacation or hospitalization.
- C. Dog houses are not allowed on Commission property.

VIII No Pet Areas

At no time will pets be allowed in any public area such as community space, laundry rooms, sitting rooms, etc. Pets should only be in the lobby when entering or leaving the building.

IX. Pet Rule Violation and Pet Removal

- A. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has violated a rule governing the pet policy, the Saginaw Housing Commission shall serve a notice of pet rule violation on the pet owner. Serious or repeated violations may result in pet removal or termination of the pet owner's tenancy, or both.
- B. If a pet poses a nuisance such as excessive noise, barking, or whining which disrupts the peace of other residents; owner will remove the pet from premises upon request of management within forty-eight (48) hours. Nuisance complaints regarding pets are subject to immediate inspections.
- C. If a pet owner becomes unable either through hospitalization or illness to care for the pet and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, after, said twenty-four (24) hour limitation. the Saginaw Housing Commission can officially remove the pet. The Commission accepts no responsibility for pets so removed.

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X. Grievance

Management and tenant agree to utilize the Grievance Procedure described in the Lease Agreement to resolve any dispute between tenant and management regarding a pet.

XI. Damage Deposit

A “Pet Damage Deposit” will be required for dogs and cats only, however, all pet owners must comply with registration rules for all other pets. The “Pet Damage Deposit” must be paid in advance and is to be used to pay reasonable expenses directly attributable to the presence of the pet in the project including (but not limited to) the cost of repairs and replacements to, and fumigation of, the tenant’s dwelling unit. The amount of the “Pet Damage Deposit” will be the maximum amount allowable under the State law.

For new residents, the amount will be equal to one-half month’s rent. For residents who have already paid a security deposit to the Commission, the “Pet Damage Deposit” will be the maximum dollar amount allowable, so that the total of both deposits does not exceed one and one-half month’s tenant rent.

XII. Exceptions

This policy does not apply to animals used to assist persons with disabilities. This exclusion applies to animals that reside in the development exclusively for the elderly or persons with disabilities, as well as animals used to assist persons with disabilities that visit the development.

903.7(10) Civil Rights Certification ***NO CHANGE***

The SHC has examined its programs and proposed programs to identify any impediments to fair housing choices, has addressed those impediments in a reasonable fashion, and is working with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing. The SHC assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

The SHC has taken the following specific actions to Affirmative Further Fair Housing in its public housing and Section 8 assistance programs.

The SHC will not, on the grounds of race, color, creed, sex, religion, age, disability, national origin or familial status:

- Deny a person or family admission to housing or assistance;
- Provide housing which is different than that provided others, except for elderly and/or disabled where accessibility features may be required;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with housing programs;
- Treat a person differently in determining eligibility or other requirements for admission or assistance;
- Deny any person access to the same level of services provided to others;

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- Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

The SHC will not intimidate, threaten or take any retaliatory action against any applicant, resident, or participant because of a person's participation in civil rights activities or assertions of civil rights.

HUD Fair Housing Posters are posted at the SHC main administrative office and at each development office.

The SHC will ensure accessibility to offices to afford persons with disabilities the opportunity to apply for admission or assistance to the public housing programs.

The SHC will make sure that all employees of the SHC are familiar with non-discrimination requirements, especially those employees who are involved in the admissions process.

The SHC prominently displays a fair housing poster at each office where applications are taken and at each management office.

The SHC's policies and practices are designed to provide assurance that all persons with disabilities will be provided reasonable accommodations so that they can fully access and utilize the housing programs and related services.

The SHC will identify and eliminate situations and /or practices that create barriers to equal housing opportunity for all.

The SHC reviews its policies and procedures, at least annually, to assure compliance with all civil rights requirements.

903.7(11) Fiscal Year Audit *CHANGE*

The PHA is required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)).

The most recent fiscal audit was submitted to HUD.

There were some findings as the result of the audit.

Twenty findings remain unsolved.

SHC is in the process of responding the HUD for each unresolved finding.

Response to HUD was due January 31, 2011. The twenty findings have been addressed and were responded to in a timely manner.

The FYE June 30, 2010 audit has just been completed and will be submitted to HUD when the final report is available.

6.0 903.7(12) Asset Management *CHANGE*

The SHC conducted a Physical Needs Assessment (PNA) of all AMP's in fiscal year 2009. The needs of the projects has been prioritized, not only based upon the PNA, but also upon needs identified during inspections performed by SHC staff and HUD REAC and during Energy Audits. A combination of these methods has determined the agency's long- term operating goals and serves as a guide in handling the agency's capital investments. The needs, as determined, will serve as the agency's guide towards developing a plan of action with regards to rehabilitation, demolition/disposition. The current plans for modernization activities are included in the agency's Annual Statement and Five-Year Action Plan.

The SHC will proceed to allocate funds, based upon funds availability, to the projects identified as a result of those efforts previously described and also based upon other current available project information pertaining to occupancy, vacancies, expenses, prior improvements and other project data.

The SHA has implemented Asset Management to be in compliance with PIH 2006-14, PIH 2006-33, and PIH 2007-9, etc. The SHC will implement a Central Office Cost Center to complete the process.

903.7(13) Violence Against Women Act (VAWA) *NO CHANGE*

**SAGINAW HOUSING COMMISSION
VIOLENCE AGAINST WOMEN ACT (VAWA) POLICY
ADOPTED 4/9/2007**

I. PURPOSE AND APPLICABILITY

The purpose of this policy (herein called "Policy") is to implement the applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162) and more generally to set forth Saginaw Housing Commission's (SHC) policies and procedures regarding domestic violence, dating violence, and stalking, as hereinafter defined. This Policy shall be applicable to the administration by SHC of all federally subsidized public housing and Housing Choice Voucher rental assistance under the United States Housing Act of 1937 (42 U.S.C. §1437 *et seq.*). Notwithstanding its title, this policy is gender-neutral, and its protections are available to males who are victims of domestic violence, dating violence, or stalking as well as female victims of such violence.

II. GOALS AND OBJECTIVES

This Policy has the following principal goals and objectives:

- A. Maintaining compliance with all applicable legal requirements imposed by VAWA;
- B. Ensuring the physical safety of victims of actual or threatened domestic violence, dating violence, or stalking who are assisted by SHC;
- C. Providing and maintaining housing opportunities for victims of domestic violence dating violence, or stalking;
- D. Creating and maintaining collaborative arrangements between SHC, law enforcement authorities, victim service providers, and others to promote the safety and well-being of victims of actual and threatened domestic violence, dating violence and stalking, who are

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assisted by SHC; and

- E. Taking appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting individuals assisted by SHC.

III. Other SHC Policies and Procedures

This Policy shall be referenced in and attached to SHC's Five-Year Public Housing Agency Plan and shall be incorporated in and made a part of SHC's Admissions and Continued Occupancy Policy and the Section 8 Housing Choice Voucher Administrative Plan. SHC's annual public housing agency plan shall also contain information concerning SHC's activities, services or programs relating to domestic violence, dating violence, and stalking. To the extent any provision of this policy shall vary or contradict any previously adopted policy or procedure of SHC, the provisions of this Policy shall prevail.

IV. DEFINITIONS

As used in this Policy:

- A. *Domestic Violence* – The term ‘domestic violence’ includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.”
- B. *Dating Violence* – means violence committed by a person—
 - (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - (i) The length of the relationship.
 - (ii) The type of relationship.
 - (iii) The frequency of interaction between the persons involved in the relationship.
- C. *Stalking* – means -
 - (A) (i) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and
 - (ii) to place under surveillance with the intent to kill, injure, harass or intimidate another person; and
 - (B) in the course of, or as a result of, such following, pursuit, surveillance or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to –
 - (i) that person;
 - (ii) a member of the immediate family of that person; or
 - (iii) the spouse or intimate partner of that person;
- D. *Immediate Family Member* - means, with respect to a person –
 - (A) a spouse, parent, brother, sister, or child of that person, or an individual to whom that person stands in loco parentis; or
 - (B) any other person living in the household of that person and related to that person by blood or marriage.
- E. *Perpetrator* – means person who commits an act of domestic violence, dating violence or stalking against a victim.

V. ADMISSIONS AND SCREENING

A. *Non-Denial of Assistance.* SHC will not deny admission to public housing or to the Housing Choice Voucher rental assistance program to any person because that person is or has been a victim of domestic violence, dating violence, or stalking, provided that such person is otherwise qualified for such admission.

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

VI. TERMINATION OF TENANCY OR ASSISTANCE

A. *VAWA Protections.* Under VAWA, public housing residents and persons assisted under the Housing Choice Voucher rental assistance program have the following specific protections, which will be observed by SHC:

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

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

(a) Nothing contained in this paragraph shall limit any otherwise available authority of SHC or a Housing Choice Voucher owner or manager to terminate tenancy, evict, or to terminate assistance, as the case may be, for any violation of a lease or program requirement not premised on the act or acts of domestic violence, dating violence, or stalking in question against the tenant or a member of the tenant’s household. However, in taking any such action, neither SHC nor a Housing Choice Voucher manager or owner may apply a more demanding standard to the victim of domestic violence dating violence or stalking than that applied to other tenants.

(b) Nothing contained in this paragraph shall be construed to limit the authority of SHC or a Housing Choice Voucher owner or manager to evict or terminate from assistance any tenant or lawful applicant if the owner, manager or SHC, as the case may be, can demonstrate an actual and imminent threat to other tenants or to those employed at or providing service to the property, if the tenant is not evicted or terminated from assistance.

B. *Removal of Perpetrator.* Further, notwithstanding anything in paragraph VI.A.2. or Federal, State or local law to the contrary, SHC or a Housing Choice owner or manager, as the case may be, may bifurcate a lease, or remove a household member from a lease, without regard to whether a household member is a signatory to a lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in acts of physical violence against family members or others. Such action against the

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perpetrator of such physical violence may be taken without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also the tenant or a lawful occupant. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by law applicable to terminations of tenancy and evictions by SHC. Leases used for all public housing operated by SHC and, at the option of Housing Choice Voucher owners or managers, leases for dwelling units occupied by families assisted with Housing Choice Voucher rental assistance administered by SHC, shall contain provisions setting forth the substance of this paragraph.

VII. Verification of Domestic Violence, Dating Violence or Stalking

A. *Requirement for Verification.* The law allows, but does not require, SHC or a Housing Choice Voucher owner or manager to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in this policy. Subject only to waiver as provided in paragraph VII. C., SHC shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by SHC. Housing Choice Voucher owners or managers receiving rental assistance administered by SHC may elect to require verification, or not to require it as permitted under applicable law.

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

1. *HUD-approved form* - by providing to SHC or to the requesting Housing Choice Voucher owner or manager a written certification, on a form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator.
 2. *Other documentation* - by providing to SHC or to the requesting Housing Choice Voucher owner or manager documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence or stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.
 3. *Police or court record* - by providing to SHC or to the requesting Housing Choice Voucher owner or manager a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.
- B. *Time allowed to provide verification/ failure to provide.* An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence or stalking, and who is requested by SHC, or a Housing Choicer Voucher owner or manager to provide verification, must provide such verification within 14 business days (*i.e.*, 14 calendar days, excluding Saturdays, Sundays, and federally-recognized holidays) after receipt of the request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.
- C. *Waiver of verification requirement.* The Executive Director of SHC, or a Housing Choice

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

VIII. Confidentiality

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

1. requested or consented to by the individual in writing, or
2. required for use in a public housing eviction proceeding or in connection with termination of Housing Choice Voucher assistance, as permitted in VAWA, or
3. otherwise required by applicable law.

B. *Notification of rights.* All tenants of public housing and tenants participating in the Housing Choice Voucher rental assistance program administered by SHC shall be notified in writing concerning their right to confidentiality and the limits on such rights to confidentiality.

IX. Transfer to New Residence

A. *Application for transfer.* In situations that involve significant risk of violent harm to an individual as a result of previous incidents or threats of domestic violence, dating violence, or stalking, SHC will, if an approved unit size is available at a location that may reduce the risk of harm, approve transfer by a public housing or Housing Choice Voucher tenant to a different unit in order to reduce the level of risk to the individual. A tenant who requests transfer must attest in such application that the requested transfer is necessary to protect the health or safety of the tenant or another member of the household who is or was the victim of domestic violence, dating violence or stalking and who reasonably believes that the tenant or other household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit.

B. *Action on applications.* SHC will act upon such an application promptly.

C. *No right to transfer.* SHC will make every effort to accommodate requests for transfer when suitable alternative vacant units are available and the circumstances warrant such action. However, except with respect to portability of Housing Choice Voucher assistance as provided in paragraph IX. E. below the decision to grant or refuse to grant a transfer shall lie within the sole discretion of SHC, and this policy does not create any right on the part of any applicant to be granted a transfer.

D. *Family rent obligations.* If a family occupying SHC public housing moves before the expiration of the lease term in order to protect the health or safety of a household member, the family will remain liable for the rent during the remainder of the lease term unless released by SHC. In cases where SHC determines that the family's decision to move was reasonable under the circumstances, SHC may wholly or partially waive rent payments and any rent owed shall be reduced by the amounts of rent collected for the remaining lease term from a tenant subsequently occupying the unit.

E. *Portability.* Notwithstanding the foregoing, a Housing Choice Voucher-assisted tenant will not be denied portability to a unit located in another jurisdiction (notwithstanding the term of the tenant's existing lease has not expired, or the family has not occupied the unit for 12 months) so

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long as the tenant has complied with all other requirements of the Housing Choice Voucher program and has moved from the unit in order to protect the health or safety of an individual member of the household who is or has been the victim of domestic violence, dating violence, or stalking and who reasonably believes that the tenant or other household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit.

X. COURT ORDERS/FAMILY BREAK-UP

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

B. *Family break-up.* Other SHC policies regarding family break-up are contained in SHC's Public Housing Admissions and Continuing Occupancy Plan (ACOP) and its Housing Choice Voucher Administrative Plan.

XI. RELATIONSHIPS WITH SERVICE PROVIDERS

It is the policy of SHC to cooperate with organizations and entities, both private and governmental that provides shelter and/or services to victims of domestic violence. If SHC staff becomes aware that an individual assisted by SHC is a victim of domestic violence, dating violence or stalking, SHC will refer the victim to such providers of shelter or services as appropriate. Notwithstanding the foregoing, this Policy does not create any legal obligation requiring SHC either to maintain a relationship with any particular provider of shelter or services to victims of domestic violence or to make a referral in any particular case. SHC's annual public housing agency plan shall describe providers of shelter or services to victims of domestic violence with which SHC has referral or other cooperative relationships.

XII. NOTIFICATION

SHC shall provide written notification to applicants, tenants, and Housing Choice Voucher owners and managers, concerning the rights and obligations created under VAWA relating to confidentiality, denial of assistance and, termination of tenancy or assistance.

XIII. RELATIONSHIP WITH OTHER APPLICABLE LAWS

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

XIV. AMENDMENT

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

903.7 (14) Fairground Disposition **CHANGE**

HUD has required the Housing Commission to repay the funds inappropriately used to purchase the property located at 2710 E. Genesee Ave., Saginaw MI 48601, commonly know as the Fairground Property.

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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.

a. HOPE VI or Mixed Finance Modernization or Development

The SHC has not received a HOPE VI revitalization grant.

The SHC does not plan to apply for a HOPE VI Revitalization grant in the Plan year.

The SHC will not be engaging in any mixed-finance development activities for public housing in the Plan year.

The SHC will not be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement.

Take units off line, unit #0662, 2814 E. Genesee Apt. 803, water damage; unit #0939, 1111 Essling St., fire damage.

b. Demolition and/or Disposition

The Saginaw Housing Commission seeks to dispose of the Fairground property. The SHC conducted an open meeting on November 7, 2011 and invited the public to comment. Also, the SHC obtained a letter of support from the City of Saginaw. The application was uploaded to SAC with attachments December 2, 2011.

Activity Description:

Demolition/Disposition Activity Description	
1a. Development name:	“The Fairgrounds Property” 2701 E. Genesee Avenue Saginaw MI 48601
1b. Development (project) number:	
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted , or planned for submission:	<u>(12/2/2011)</u>
5. Number of units affected:	0
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <u>(Upon Approval of Application)</u> b. Projected end date of activity:

7.0**c. Conversion of Public Housing**

Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

The SHC does not have any developments or portions of developments identified by HUD or the SHC as covered under section 202 of the HUD FY 1996 HUD Appropriations Act.

d. Homeownership *CHANGE***1. Public Housing**

The SHC does not administer any homeownership programs for public housing.

2. Section 8 Tenant Based Assistance

The SHC does plan to administer a homeownership program for section 8. The Homeownership Program activities fall under the umbrella of the FSS Program.

Program Description:

The SHC will limit the number of families participating in the Section 8 homeownership option to 51 – 100 participants.

The SHC has established the following eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria.

- a. The head of household or spouse must have maintained full time employment continuously for a minimum of one year or be an elderly or disabled family
- b. Total annual household income must exceed \$10,500 per year or \$6,800 for an elderly or disabled household and cannot be derived from any form of welfare unless it is an elderly or disabled household.
- c. No family member can have any ownership interest in any real property.
- d. No family household member may receive any rental income during any period of homeownership assistance.
- e. No family member may have a history of any default on a mortgage or other purchase instrument for the past three years prior to receiving assistance under the homeownership program.
- f. All household members age 18 and older must satisfactorily complete a homeownership counseling and education program prior to approval for participation in the homeownership program.
- g. The family must be a first time homebuyer. No individual household member may have held title to any property for a period of three years prior to participation in the program.

7.0	<p>h. An existing Section 8 rental voucher participant cannot convert the rental voucher to a homeowner voucher until such time that the lease expires on the rental unit and all program and family obligations have been met.</p> <p>i. The family may be a participant in the Family Self-Sufficiency program administered by SHC or another similar self-sufficiency program and have satisfactorily met all program goals and objectives, or develop and successfully complete a homeownership plan for a minimum of six months.</p> <p>j. Applicants must have acceptable credit to obtain private mortgage financing and complete a pre-qualification process for a mortgage prior to determination of final eligibility.</p> <p>e. Project-based Vouchers</p> <p>The SHC is not currently operating nor intends to operate a Section 8 Project Based Voucher Program.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p>Required reports are included as following attachments:</p> <ul style="list-style-type: none"> ▪ 2011 Capital Fund Program Annual Estimate - attachment mi006a02 ▪ 2010 Capital Fund Program Annual Statement - attachment mi006c02 ▪ 2009 Performance and Evaluation Report - attachment mi006d02 ▪ 2009 ARRA Performance and Evaluation Report – attachment mi006e02 ▪ 2008 Performance and Evaluation Report – attachment mi006f02 ▪ 2007 Performance and Evaluation Report – attachment mi006g02
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p>Required report is included as following attachment:</p> <ul style="list-style-type: none"> ▪ FY 2011 Capital Fund Program 5 Year Action Plan - attachment mi006b02
8.3	<p>Capital Fund Financing Program (CFFP). <i>N/A</i></p> <p><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 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.

Although people are moving from the area the demand for public housing is strong due to the affordability of the units, the bad economy, and no jobs available.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing - Senior/Persons with Disabilities		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	155		90
Extremely low income <=30% AMI	144	93%	
Very low income (>30% but <=50% AMI)	10	6%	
Low income (>50% but <80% AMI)	1	1%	
Families with children	1	1%	
Elderly families	93	60%	
Families with Disabilities	61	39%	
White	38	25%	
Black/African American	112	72%	
American Indian/Alaska Native	1	1%	
Asian	0	0	
Native Hawaiian/Other Pacific Islander	0	0	
Hispanic	4	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	148	96%	
2 BR	7	4%	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	

9.0

Is the waiting list closed (select one)? No Yes
 If yes:
 How long has it been closed (# of months)? *N/A*
 Does the PHA expect to reopen the list in the PHA Plan year? No Yes *N/A*
 Does the PHA permit specific categories of families onto the waiting list, even if generally closed?
 No Yes *N/A*

Housing Needs of Families on the Waiting List

Waiting list type: (select one)
 Section 8 tenant-based assistance
 Public Housing - **Family**
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)
 If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	767		110
Extremely low income <=30% AMI	746	97%	
Very low income (>30% but <=50% AMI)	17	2%	
Low income (>50% but <80% AMI)	4	1%	
Families with children	555	72%	
Elderly families	10	1%	
Families with Disabilities	16	2%	
White	129	17%	
Black/African American	602	78%	
American Indian/Alaska Native	1	.5%	
Asian	4	.5%	
Native Hawaiian/Other Pacific Islander	1	.5%	
Hispanic	30	4%	

Characteristics by Bedroom Size (Public Housing Only)			
1BR	211	27.5%	
2 BR	337	44%	
3 BR	177	23%	
4 BR	39	5%	
5 BR	2	.5%	
5+ BR	N/A	N/A	

Is the waiting list closed (select one)? No Yes
 If yes:
 How long has it been closed (# of months)? *N/A*
 Does the PHA expect to reopen the list in the PHA Plan year? No Yes *N/A*
 Does the PHA permit specific categories of families onto the waiting list, even if generally closed?
 No Yes *N/A*

9.0

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	544		
Extremely low income <=30% AMI	520	95%	
Very low income (>30% but <=50% AMI)	21	4%	
Low income (>50% but <80% AMI)	3	1%	
Families with children	50	9%	
Elderly families	24	4%	
Families with Disabilities	24	4%	
White	39	7%	
Black/African American	467	86%	
American Indian/Alaska Native	2	.4%	
Asian	1	.1%	
Native Hawaiian/Other Pacific Islander	1	.1%	
Hispanic	47	9%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 48 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

9.1

Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

Strategies

Need: Shortage of affordable housing for all eligible populations

SHC shall maximize the number of affordable units available to the SHC within its current resources by:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the SHC, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Transfer families to appropriate sized units when the family composition no longer conforms to the SHC occupancy standards

SHC shall increase the number of affordable housing units by:

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed-finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance

Need: Specific Family Types: The Elderly

SHC shall target available assistance to the elderly:

- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Request extension of the Designation Plan
- Apply for funding to support services for the elderly

9.1

Need: Specific Family Types: Families with Disabilities

SHC shall target available assistance to Families with Disabilities:

- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Request extension of the Designation Plan
- Apply for funding to support services for families with disabilities
- Continue to carry out and implement Section 504 and establish HUD visit-ability priorities within newly constructed public housing units

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

SHC shall increase awareness of SHC resources among families of races and ethnicities with disproportionate needs:

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

SHC shall conduct activities to affirmatively further fair housing

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations

Reason for Selecting Strategies

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the SHC
- Influence of the housing market on SHC programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups

10.0

Additional Information. Describe the following, as well as any additional information HUD has requested.

(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**).

Saginaw Housing Commission (SHC) identified the following goals and objectives in our 2010 Five Year PHA Plan. Below is the progress we made during FY 2009-2010 in meeting our goals and objectives.

PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING

The PHA established the following objectives to strive in meeting goal #1:

- Apply for additional rental vouchers if available: when available
- Reduce public housing vacancies

Progress Statement: Saginaw Housing Commission secured additional VASH Vouchers. Public housing occupancy has improved slightly to 95%.

PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING

The PHA established the following objectives to strive in meeting goal #2:

- Improve public housing management:
- Improve voucher management:
- Increase customer satisfaction: Provide customer service training to all staff
- Concentrate on efforts to improve specific management functions:
 - 1) Quality Controls
 - 2) Decrease vacant unit turnaround
 - 3) Deliver timely maintenance services
- Renovate or modernize public housing units

Progress Statement: SHC has promoted three (3) Assist Property Managers to Property Managers. The number of customer complaints has been reduced to minimal. The Maintenance contractor is being held more accountable for unit turnaround. Section 8 Management is working closer with contractor to assure quality control. All staff is encouraged to take customer service serious

PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES

The PHA established the following objectives to strive in meeting goal #3:

- Provide voucher mobility counseling
- Conduct outreach efforts for potential voucher landlords
- Implement public housing site-based waiting lists

Progress Statement: The Saginaw Housing Commission has set up a 501(3)c to supplement its efforts and plans, through this subsidiary, to increase assisted housing choices.

PHA GOAL #4: PROVIDE AN IMPROVED LIVING ENVIRONMENT

The PHA established the following objectives to strive in meeting goal #4:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments
- Implement public housing security improvements: Maintain contracted security services
- Designate developments or buildings for particular resident groups
- Work to have effective Resident Associations in each development

Progress Statement: The Saginaw Housing Commission has set up a 501(3)c to supplement its efforts and plans, through this subsidiary, to develop market rate housing to deconcentrate poverty by bringing in higher income public housing households into lower income developments.

PHA GOAL #5: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS

The PHA established the following objectives to strive in meeting goal #5:

- Increase the number and percentage of employed persons in assisted families
- Provide or attract supportive services to improve assistance recipients' employability
- Provide or attract supportive services to increase independence for the elderly or families with disabilities
- Increase enrollment in FSS programs
- Implement new partnerships to enhance FSS Programs

Progress Statement:

- SHC has increased the number and percentage of employed persons in the FSS Program.
- SHC is currently working with community resources to provide and/or attract supportive services.
- SHC has increased the enrollment in the FSS Program.
- SHC has maintained and implemented new partnerships with community resources to enhance the FSS Program.

PHA GOAL #6: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING

The PHA established the following objectives to strive in meeting goal #6:

- Undertake affirmative measures to ensure access to assisted housing regardless of

<p>10.0</p>	<p>race, color, religion, national origin, sex, familial status and disability:</p> <ul style="list-style-type: none"> ▪ 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: ▪ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required <p><u>Progress Statement:</u> Saginaw Housing Commission ensures that all persons seeking housing information and opportunities are treated equally, fairly and without regard to race, color, religion, sex, National Origin, disability, familial status, age (State of Michigan regulation), marital status (State of Michigan regulations), sexual orientation and any other protected category.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. PHA must provide the definition of “significant amendment” and “substantial deviation/modification”. (Note: <u>Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.</u>)</p> <p>Any significant amendment or substantial deviation/modification to this Plan is subject to the same requirements as the original Plan. Significant amendment or substantial deviations include:</p> <ul style="list-style-type: none"> • Changes to rent or admissions policies or organization of the waiting list; • Additions of non-emergency work items (items not included in the current Annual Statement or Five-Year Action Plan); • Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. <p>(c) PHA’s must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. <i>N/A</i></p>
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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 style="padding-left: 40px;">Provided as attachment mi006h02</p> <p>(g) Challenged Elements – NO ELEMENTS CHALLENGED</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 style="padding-left: 40px;">Provided as attachments mi006a01, mi006c02, mi006d02, mi006e02, mi006f02, and mi006g02.</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p> <p style="padding-left: 40px;">Provided as attachment mi006b02</p>
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SAGINAW HOUSING COMMISSION

PHA ANNUAL PLAN

FISCAL YEAR 2011

VERSION 5

DATE SUBMITTED TO HUD: APRIL 11, 2011
FISCAL YEAR BEGINNING: JULY 1, 2011

DATE OF REVISION 2: MAY 19, 2011
DATE OF REVISION 3: OCTOBER 18, 2011
DATE OF REVISION 4: DECEMBER 16, 2011
DATE OF REVISION 5: DECEMBER 27, 2011

Attachment: mi006a01

Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-11 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2011 FFY of Grant Approval: 2011
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved 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
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	196,366.00			
3	1408 Management Improvements	196,366.00			
4	1410 Administration	98,183.00			
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	44,824.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	211,892.00			
10	1460 Dwelling Structures	120,200.00			
11	1465.1 Dwelling Equipment-Nonexpendable	0.00			
12	1470 Nondwelling Structures	114,000.00			
13	1475 Nondwelling Equipment	0.00			
14	1485 Demolition	0.00			
15	1492 Moving to Work Demonstration	0.00			
16	1495.1 Relocation Costs	0.00			
17	1499 Development Activities 4	0.00			

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

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
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Part I: Summary						
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<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved 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	0.00				
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	-	-			
19	1502 Contingency (may not exceed 8% of Line 20)	0.00				
20	Amount of Annual Grant (sums of lines 2-19)	\$981,831.00				
21	Amount of Line 20 Related to LBP Activities	0.00				
22	Amount of Line 20 Related to Section 504 Compliance	0.00				
23	Amount of Line 20 Related to Security - Soft Costs	180,000.00				
24	Amount of Line 20 Related to Security - Hard Costs	0.00				
25	Amount of Line 20 Related to Energy Conservation Measures	0.00				
Signature of Executive Director 		Date 4/11/11		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.

Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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 II: Supporting Pages

PHA Name: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-11 Replacement Housing Factor Grant No: _____ CFFP (Yes/No) No Date of CFFP: _____					Federal FFY of Grant: 2011	
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	
Maplewood Manor	Parking stripes & curb painting	1450	924 lf	3,600.00				
MI006000003	Parking/approach, remove 1-3" asphalt	1450	17595 sf	8,900.00				
	Parking, resurface asphalt paving	1450	17595 sf	21,800.00				
	Parking, precast bumpers	1450	42	3,600.00				
	Sewer Lines	1450	100 lf	4,500.00				
	Renovate public restrooms & craft area	1470		29,000.00				
	Exterior Door Replacement-North & South Stairwells	1460	2	3,000.00				
	Elevator floor Replacement	1460	2	5,000.00				
	Total Maplewood Manor			\$79,400.00				
Davenport Manor	Fence, wood privacy 6'	1450	920 lf	23,700.00				
MI006000003	Site Light pole w/light	1450	6 ea	15,310.00				
	Parking stripes & curb painting	1450	1188 lf	1,100.00				
	Parking, re-seal asphalt paving	1450	14499 sf	4,100.00				
	Parking, precast bumpers	1450	54 ea	4,500.00				
	Elevator Floor Replacement	1460	1	2,500.00				
	Curbs	1450	190 linear ft	1,900.00				
	Benches	1450	6	8,300.00				
	Upgrade Site Signage	1450	1	5,000.00				
	Total Davenport Manor			\$66,410.00				
Rosien Towers	Parking stripes & curb painting	1450	1408 lf	1,300.00				
MI006000004	Site Light pole w/light	1450	12 ea	31,100.00				
	Corridor flooring replacement	1460	15859 sf	75,000.00				
	Total Rosien Towers			\$107,400.00				
Elmwood Manor	Sewer lines	1450	1210 lf	44,900.00				
MI006000005	Total Elmwood Manor			\$44,900.00				

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

2 To be completed for the Performance and Evaluation Report

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

PHA Name/Number		Locality (City/County & State)					Original	Revision No. _____
Saginaw Housing Commission M1006		Saginaw / Saginaw County/ State of Michigan						
Development Number and Name	Work Statement for Year 1 FFY 2011	Work Statement for Year 2 FFY 2012	Work Statement for Year 3 FFY 2013	Work Statement for Year 4 FFY 2014	Work Statement for Year 5 FFY 2015			
A. M1006000000 PHA Wide								
B. Physical Improvements	Annual Statement							
Subtotal		309,841.00	411,841.00	448,241.00	448,241.00		448,241.00	
C. Management Improvements		196,366.00	196,366.00	196,366.00	196,366.00		196,366.00	
D. PHA-Wide Non-dwelling Structures and Equipment		138,400.00	36,400.00	-	-		-	
E. Administration		98,183.00	98,183.00	98,183.00	98,183.00		98,183.00	
F. Other (fees & costs)		44,824.00	44,824.00	44,824.00	44,824.00		44,824.00	
G. Operations		194,217.00	194,217.00	194,217.00	194,217.00		194,217.00	
H. Demolition		0.00	0.00	0.00	0.00		0.00	
I. Development		0.00	0.00	0.00	0.00		0.00	
J. Capital Fund Financing - Debt Service		0.00	-	-	-		-	
K. Total CFP Funds		\$981,831.00	\$981,831.00	\$981,831.00	\$981,831.00		\$981,831.00	
L. Total Non-CFP Funds		0.00	0.00	0.00	0.00		0.00	
M. Grand Total		\$981,831.00	\$981,831.00	\$981,831.00	\$981,831.00		\$981,831.00	

Attachment: mi006c01

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

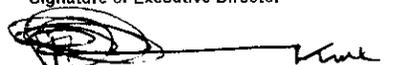
U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary						
PHA Name: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-10 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2010 FFY of Grant Approval: 2010	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/10		<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	
1	Total Non-Capital Funds					
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	194,709.00		0.00	0.00	
3	1408 Management Improvements	196,366.00		0.00	0.00	
4	1410 Administration	98,183.00		0.00	0.00	
5	1411 Audit	0.00		0.00	0.00	
6	1415 Liquidated Damages	0.00		0.00	0.00	
7	1430 Fees and Costs	44,332.00		0.00	0.00	
8	1440 Site Acquisition	0.00		0.00	0.00	
9	1450 Site Improvement	276,041.00		0.00	0.00	
10	1460 Dwelling Structures	96,900.00		0.00	0.00	
11	1465.1 Dwelling Equipment-Nonexpendable	0.00		0.00	0.00	
12	1470 Nondwelling Structures	75,300.00		0.00	0.00	
13	1475 Nondwelling Equipment	0.00		0.00	0.00	
14	1485 Demolition	0.00		0.00	0.00	
15	1492 Moving to Work Demonstration	0.00		0.00	0.00	
16	1495.1 Relocation Costs	0.00		0.00	0.00	
17	1499 Development Activities 4	0.00		0.00	0.00	

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 Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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: Saginaw Housing Commission			Grant Type and Number: Capital Fund Program No: MI28P006501-10 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2010 FFY of Grant Approval: 2010
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/10 <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	0.00		0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	-	-	-	-
		0.00		0.00	0.00
19	1502 Contingency (may not exceed 8% of Line 20)	0.00		0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	\$981,831.00		\$0.00	\$0.00
21	Amount of Line 20 Related to LBP Activities	0.00		0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	0.00		0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs	0.00		0.00	0.00
24	Amount of Line 20 Related to Security - Hard Costs	0.00		0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00		0.00	0.00
Signature of Executive Director			Signature of Public Housing Director		
Date			Date		
					
4/1/11					

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

Part II: Supporting Pages

PHA Name: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-10 Replacement Housing Factor Grant No: _____ CFFP (Yes/No) No Date of CFFP: _____					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	
MI006000003	Site Improvements:							
Maplewood Manor	Masonry/Site signage	1450	1 ea	2,300.00		0.00	0.00	
	Sidewalk, handrails, replacement (504)	1450	250 lf	11,100.00		0.00	0.00	
	Dwelling Structures:							
	Bathroom renovations	1460	4 ea	6,300.00		0.00	0.00	
	Non-Dwelling Structures:							
	Community room kitchen	1470		5,500.00		0.00	0.00	
	Upgrade laundry area	1470		1,800.00		0.00	0.00	
	Total Maplewood Manor			\$27,000.00		\$0.00	\$0.00	
MI006000004	Site Improvements:							
Rosien Towers	Parking lot repairs	1450	5 ea	13,200.00		0.00	0.00	
	Dwelling Structures:							
	Handicap improvements (504)	1460	6 ea	43,800.00		0.00	0.00	
	Non-Dwelling Structures:							
	Community room kitchen (504)	1470	1 ea	6,000.00		0.00	0.00	
	Total Rosien Towers			\$63,000.00		\$0.00	\$0.00	
MI006000005	Site Improvements:							
Elmwood Manor	Masonry/Site signage/Doors/Windows	1450		3,000.00		0.00	0.00	
	Dwelling Structures:							
	Handicap improvements (504)	1460		36,200.00		0.00	0.00	
	Non-Dwelling Structures:							
	Community room kitchen	1470		6,000.00		0.00	0.00	
	Security camera system	1470		9,900.00		0.00	0.00	
	Total Elmwood Manor			\$55,100.00		\$0.00	\$0.00	

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

2 To be completed for the Performance and Evaluation Report

Part II: Supporting Pages

PHA Name: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-10 Replacement Housing Factor Grant No: _____ CFFP (Yes/No) No Date of CFFP: _____					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	
MI006000007	Dwelling Structures:							
Pinewood Manor	Handicap improvements (504)	1460	18 ea	7,100.00		0.00	0.00	
	Non-Dwelling Structures:							
	Doors, automatic public entrance (504)	1470	2 ea	11,900.00		0.00	0.00	
	Total Pinewood Manor			\$19,000.00		\$0.00	\$0.00	
MI006000010	Site Improvements:							
Davenport Manor	Masonry, site signage (504)	1450	4 ea	700.00		0.00	0.00	
	Dwelling Structures:							
	Handicap improvements (504)	1460	6 ea	300.00		0.00	0.00	
	Non-Dwelling Structures:							
	Security camera system	1470	1 ea	20,700.00		0.00	0.00	
	HVAC central (common area)	1470	3 ea	13,500.00		0.00	0.00	
	Total Davenport Manor			\$35,200.00		\$0.00	\$0.00	
MI006000011	Site Improvements:							
Town and Garden Terrace	Parking improvements	1450		227,600.00		0.00	0.00	
	Total Town and Garden Terrace			\$227,600.00		\$0.00	\$0.00	
MI006000013	Site Improvements:							
Scattered Sites	Sidewalks, handrails replacement (504)	1450		1,800.00		0.00	0.00	
	Begin sidewalk, driveway concrete replacement, continue in 2011	1450		16,341.00				
	Dwelling Structures:							
	Isulation R13 wall (basement rim joist)	1460		1,900.00		0.00	0.00	
	Showerhead (1.5 gallon per minute low flow)	1460		1,300.00		0.00	0.00	
	Total Scattered Sites			\$21,341.00		\$0.00	\$0.00	<i>Note: eLOCCS to be corrected in next reporting period</i>
TOTAL 2010 CAPITAL FUNDS GRANT						\$981,831.00	\$0.00	\$0.00

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

Attachment: mi006d01

Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-09 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2009 FFY of Grant Approval: 2009	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2010		<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	
1	Total Non-Capital Funds					
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	196,189.00	196,189.00	167,155.18	167,155.18	
3	1408 Management Improvements	207,811.00	214,628.58	182,346.29	182,346.29	
4	1410 Administration	100,000.00	100,000.00	48,456.65	48,456.65	
5	1411 Audit	0.00	0.00	0.00	0.00	
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00	
7	1430 Fees and Costs	35,000.00	48,700.00	48,700.00	48,700.00	
8	1440 Site Acquisition	0.00	0.00	0.00	0.00	
9	1450 Site Improvement	90,000.00	59,550.00	13,947.00	13,947.00	
10	1460 Dwelling Structures	346,145.00	356,077.42	180,276.83	180,276.83	
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	0.00	0.00	0.00	
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00	
13	1475 Nondwelling Equipment	10,000.00	10,000.00	4,864.50	4,864.50	
14	1485 Demolition	0.00	0.00	0.00	0.00	
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00	
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00	
17	1499 Development Activities 4	0.00	0.00	0.00	0.00	

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

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

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

Part I: Summary

PHA Name: Saginaw Housing Commission	Grant Type and Number: Capital Fund Program No: MI28P006501-09 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2009 FFY of Grant Approval: 2009
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Original Annual Statement
 Reserved for Disasters/Emergencies
 Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 12/31/2010
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	-	-	-	-
19	1502 Contingency (may not exceed 8% of Line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	\$985,145.00	\$985,145.00	\$645,746.45	\$645,746.45
21	Amount of Line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs	180,000.00	180,000.00	149,013.62	149,013.62
24	Amount of Line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00

Signature of Executive Director:  Date: 4/11/11	Signature of Public Housing Director: _____ Date: _____
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- 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 Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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 II: Supporting Pages

PHA Name: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-09 Replacement Housing Factor Grant No: _____ CFFP (Yes/No) No Date of CFFP: _____					Federal FFY of Grant: 2009	
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	
MI006000001	Operations	1406		196,189.00	196,189.00	167,155.18	167,155.18	
PHA Wide	Staff Training	1408		15,811.00	15,811.00	14,515.09	14,515.09	
	Advertising/Marketing	1408		12,000.00	18,817.58	18,817.58	18,817.58	
	Security Services	1408		180,000.00	180,000.00	149,013.62	149,013.62	
	Administrative Salaries	1410		100,000.00	100,000.00	48,456.65	48,456.65	
	A/E Services	1430		35,000.00	48,700.00	48,700.00	48,700.00	
MI006000003	Masonry Signage/Landscaping	1450		50,000.00	30,000.00	4,397.00	4,397.00	
Maplewood Manor	Parking Lot Control Entry	1450		20,000.00	20,000.00	0.00	0.00	
	Cycle Painting	1460		20,000.00	13,150.00	0.00	0.00	
	Carpet Replacement	1460		60,000.00	31,700.27	1,482.15	1,482.15	
	Boiler Replacement	1460		0.00	40,070.00	37,209.07	37,209.07	
	Window Replacement	1460		10,000.00	10,000.00	729.00	729.00	
	Furniture (common area)	1475		5,000.00	5,000.00	0.00	0.00	
MI006000004	Cycle Painting	1460		22,000.00	9,000.00	0.00	0.00	
Rosien Towers	Exterior Masonry Repair	1460		35,000.00	13,150.00	0.00	0.00	
	Boiler Replacement	1460		0.00	45,570.00	42,582.72	42,582.72	
MI006000005	Cycle Painting	1460		24,000.00	4,000.00	0.00	0.00	
Elmwood Manor	Exterior Masonry Repair	1460		35,000.00	6,700.00	3,300.00	3,300.00	

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

Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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 II: Supporting Pages								
PHA Name: Saginaw Housing Commission				Grant Type and Number: Capital Fund Program No: MI28P006501-09 Replacement Housing Factor Grant No: _____ CFFP (Yes/No) No Date of CFFP: _____				Federal FFY of Grant: 2009
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	
MI006000005	Boiler Replacement	1460		0.00	153,360.00	92,086.15	92,086.15	
Elmwood Manor	Interior Halls Painting	1460		30,000.00	0.00	0.00	0.00	
(cont'd)	Furniture (common area)	1475		5,000.00	5,000.00	4,864.50	4,864.50	
MI006000007	Cycle Painting	1460		20,000.00	5,942.26	0.00	0.00	
Pinewood Manor								
MI006000003	Cycle Painting	1460		15,000.00	5,000.00	0.00	0.00	
Davenport Manor	Refrigerators/Ranges	1465.1		0.00	0.00	0.00	0.00	
(6-10)								
MI006000011	Cycle Painting	1460		0.00	5,000.00	0.00	0.00	
Town & Garden								
MI006000013	Landscaping	1450		20,000.00	9,550.00	9,550.00	9,550.00	
Scattered Sites	Cycle Painting	1460		69,000.00	6,847.15	1,300.00	1,300.00	
	Carpet	1460		6,145.00	6,587.74	1,587.74	1,587.74	
TOTAL 2009 CAPITAL FUNDS GRANT					\$985,145.00	\$985,145.00	\$645,746.45	\$645,746.45

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

2 To be completed for the Performance and Evaluation Report

Attachment: mi006e01

Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28S006501-09 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2009 FFY of Grant Approval: 2009	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2010		<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
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	0.00	0.00	0.00	0.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration	124,168.00	67,642.50	67,642.50	46,239.28
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	0.00	47,500.00	47,500.00	47,500.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	842,514.00	951,060.00	951,060.00	556,396.20
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	141,842.00	141,842.00	141,842.00
12	1470 Nondwelling Structures	275,000.00	33,637.50	33,637.50	33,637.50
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00	0.00

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 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
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Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28S006501-09 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2009 FFY of Grant Approval: 2009	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2010 <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	0.00	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	-	-	-	-
19	1502 Contingency (may not exceed 8% of Line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	\$1,241,682.00	\$1,241,682.00	\$1,241,682.00	\$825,614.98
21	Amount of Line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00
24	Amount of Line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
Signature of Executive Director 		Date 4/16/11		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.
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Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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 II: Supporting Pages								
PHA Name: Saginaw Housing Commission			Grant Type and Number: Capital Fund Program No: MI28S006501-09 Replacement Housing Factor Grant No: _____ CFFP (Yes/No) No Date of CFFP: _____				Federal FFY of Grant: 2009	
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	
MI006000013	Central Air Conditioning Installation	1460		-	187,462.00	187,462.00	187,462.00	
Scattered Sites								
MI006000011	Bathroom Renovations	1460		-	95,948.00	95,948.00	95,948.00	
Town and Garden								
Terrace								
MI006000005	Elevator Replacement	1460		-	59,996.00	59,996.00	59,996.00	
Elmwood Manor	Asbestos Tile Removal and Replacement	1470		-	33,637.50	33,637.50	33,637.50	
	Appliances - Ranges and Refrigerators	1465.1		-	141,842.00	141,842.00	141,842.00	
MI006000003	Fire Prevention Devices	1460		-	19,789.00	19,789.00	19,789.00	
Maplewood Manor								
MI006000007	Roof Replacement	1460		-	187,921.00	187,921.00	185,292.00	
Pinewood Manor								
MI006000004	Window Replacement	1460		-	399,944.00	399,944.00	7,909.20	
Rosien Towers								
MI006000001	A/E	1430		-	47,500.00	47,500.00	47,500.00	
PHA Wide								
MI006000001	Administrative Salaries	1410		-	67,642.50	67,642.50	46,239.28	
PHA Wide								
TOTAL 2009 ARRA CAPITAL FUNDS GRANT					\$1,241,682.00	\$1,241,682.00	\$1,241,682.00	\$825,614.98

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

2 To be completed for the Performance and Evaluation Report

Attachment: mi006f01

Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-08 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2008 FFY of Grant Approval: 2008	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2010		<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
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	182,000.00	182,000.00	182,000.00	182,000.00
3	1408 Management Improvements	232,000.00	331,600.00	258,976.46	258,976.46
4	1410 Administration	98,095.00	98,095.00	98,095.00	98,095.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	35,000.00	35,000.00	35,000.00	35,000.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	140,000.00	106,108.57	78,390.39	78,390.39
10	1460 Dwelling Structures	263,850.00	97,461.06	70,722.06	70,722.06
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	102,322.25	87,790.35	87,790.35
12	1470 Nondwelling Structures	30,000.00	28,358.12	8,542.61	8,542.61
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00	0.00

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

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

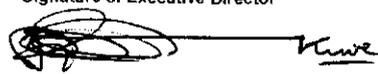
Part I: Summary

PHA Name: <p style="text-align: center;">Saginaw Housing Commission</p>	Grant Type and Number: Capital Fund Program No: MI28P006501-08 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2008 FFY of Grant Approval: 2008
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Original Annual Statement
 Reserved for Disasters/Emergencies
 Revised Annual Statement (revision no: 1)
 Final Performance and Evaluation Report

Performance and Evaluation Report for Period Ending: 12/31/10

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	-	-	-	-
19	1502 Contingency (may not exceed 8% of Line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-20)	\$980,945.00	\$980,945.00	\$819,516.87	\$819,516.87
21	Amount of Line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of Line 21 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
23	Amount of Line 21 Related to Security - Soft Costs	185,000.00	214,966.93	214,966.93	214,966.93
24	Amount of Line 21 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00

Signature of Executive Director  Date: 4/11/11	Signature of Public Housing Director Date:
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Part II: Supporting Pages

PHA Name: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-08 Replacement Housing Factor Grant No: Date of CFFP:						Federal FFY of Grant: 2008	
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		
				182,000.00	182,000.00	182,000.00	182,000.00		
PHA Wide	Operations	1406		182,000.00	182,000.00	182,000.00	182,000.00		
	Staff Training	1408		15,000.00	15,000.00	15,000.00	15,000.00		
	Advertising/Marketing	1408		12,000.00	12,000.00	12,000.00	12,000.00		
	Security Services	1408		185,000.00	284,600.00	214,966.93	214,966.93		
	Physical Needs Assessment	1408		20,000.00	20,000.00	17,009.53	17,009.53		
	Administrative Salaries	1410		98,095.00	98,095.00	98,095.00	98,095.00		
	A/E Services	1430		35,000.00	35,000.00	35,000.00	35,000.00		
MI 6-3	Masonry Signage/Landscaping Upgrade	1450		10,000.00	6,108.57	-1,879.61	-1,879.61	Accounting correction	
Maplewood Manor	Cycle Painting	1460		20,000.00	8,211.06	8,211.06	8,211.06		
	Smoke Detection/Fire Protection	1465.1		0.00	102,322.25	87,790.35	87,790.35		
MI 6-4	Cycle Painting	1460		22,000.00	3,000.00	480.53	480.53		
Rosien Towers									
MI 6-5	Cycle Painting	1460		24,000.00	8,000.00	3,950.32	3,950.32		
Elmwood Manor	Carpet Replace - Halls & Common Areas	1460		53,850.00	22,690.00	21,160.00	21,160.00		
MI 6-7	Landscaping Upgrade	1450		10,000.00	10,000.00	10,000.00	10,000.00		
Pinewood Manor	Exterior Lighting Upgrades	1450		30,000.00	30,000.00	30,000.00	30,000.00		

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

Attachment: mi006g01

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

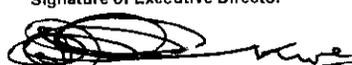
U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary						
PHA Name: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-07 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2007 FFY of Grant Approval: 2007	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/10		<input checked="" type="checkbox"/> 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-Capital Funds					
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	182,000.00	182,000.00	182,000.00	182,000.00	
3	1408 Management Improvements	236,030.02	236,030.02	236,030.02	236,030.02	
4	1410 Administration	100,194.00	108,954.61	108,954.61	108,954.61	
5	1411 Audit	0.00	0.00	0.00	0.00	
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00	
7	1430 Fees and Costs	45,000.00	45,000.00	45,000.00	45,000.00	
8	1440 Site Acquisition	0.00	0.00	0.00	0.00	
9	1450 Site Improvement	119,630.76	135,600.74	135,600.74	135,600.74	
10	1460 Dwelling Structures	271,999.94	250,059.94	250,059.94	250,059.94	
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	0.00	0.00	0.00	
12	1470 Nondwelling Structures	47,089.28	44,298.69	44,298.69	44,298.69	
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00	
14	1485 Demolition	0.00	0.00	0.00	0.00	
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00	
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00	
17	1499 Development Activities 4	0.00	0.00	0.00	0.00	

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- 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
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Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds 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		Grant Type and Number:		FFY of Grant: 2007	
PHA Name: Saginaw Housing Commission		Capital Fund Program No: MI28P006501-07		FFY of Grant Approval: 2007	
Replacement Housing Factor Grant No:		Date of CFFP:			
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)			
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/10		<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	0.00	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	-	-	-	-
19	1502 Contingency (may not exceed 8% of Line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-20)	\$1,001,944.00	\$1,001,944.00	\$1,001,944.00	\$1,001,944.00
21	Amount of Line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of Line 21 Related to Section 504 Compliance	10,000.00	10,000.00	10,000.00	10,000.00
23	Amount of Line 21 Related to Security - Soft Costs	185,000.00	185,000.00	185,000.00	185,000.00
24	Amount of Line 21 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
Signature of Executive Director		Signature of Public Housing Director		Date	
				Date: 4/11/11	

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

Part II: Supporting Pages								
PHA Name: Saginaw Housing Commission			Grant Type and Number: Capital Fund Program No: MI28P006501-07 Replacement Housing Factor Grant No: _____ CFFP (Yes/No) No Date of CFFP: _____				Federal FFY of Grant: 2007	
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	Operations	1406		182,000.00	182,000.00	182,000.00	182,000.00	
	Staff Training	1408		15,000.00	29,030.02	29,030.02	29,030.02	
	Advertising/Marketing	1408		12,000.00	12,000.00	12,000.00	12,000.00	
	504/ADA Unit Feasibility Study	1408		10,000.00	10,000.00	10,000.00	10,000.00	
	Security Services	1408		185,000.00	185,000.00	185,000.00	185,000.00	
	Administrative Salaries	1410		100,194.00	108,954.61	108,954.61	108,954.61	
	A/E Services	1430		45,000.00	45,000.00	45,000.00	45,000.00	
	Office Generator	1470		40,000.00	31,239.39	31,239.39	31,239.39	
MI 6-3	Cycle Painting	1460		20,000.00	20,999.94	20,999.94	20,999.94	
Maplewood	Community Room Reconfiguration	1470		20,000.00	0.00	0.00	0.00	
Manor								
MI 6-4	Cycle Painting	1460		22,000.00	22,000.00	22,000.00	22,000.00	
Rosien Towers								
MI 6-5	Masonry Signage	1450		10,000.00	10,000.00	10,000.00	10,000.00	
Elmwood Manor	Landscaping Upgrade	1450		10,000.00	10,000.00	10,000.00	10,000.00	
(cont'd)								

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 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
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PHA Name: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: MI28P006501-07 Replacement Housing Factor Grant No: _____ CFFP (Yes/No) No Date of CFFP: _____					Federal FFY of Grant: 2007	
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	
MI 6-5	Exterior Lighting Upgrade	1450		30,000.00	7,647.24	7,647.24	7,647.24	
Elmwood Manor	Add Phone Jacks to Living Rooms	1460		18,000.00	18,000.00	18,000.00	18,000.00	
(cont'd)	Smoke Detectors/Fire Protection	1460		60,000.00	38,060.00	38,060.00	38,060.00	
	Cycle Painting	1460		24,000.00	24,000.00	24,000.00	24,000.00	
	Non-dwelling structures	1470		0.00	13,059.30	13,059.30	13,059.30	
MI 6-7	Parking Lot Improvements	1450		20,000.00	58,215.32	58,215.32	58,215.32	
Pinewood Manor	Cycle Painting	1460		20,000.00	20,000.00	20,000.00	20,000.00	
MI 6-10	Masonry Signage	1450		10,000.00	7,988.18	7,988.18	7,988.18	
Davenport	Sidewalk Replacement	1450		30,000.00	30,000.00	30,000.00	30,000.00	
Manor	Cycle Painting	1460		15,000.00	15,000.00	15,000.00	15,000.00	
MI 6-11	Street Repairs	1450		11,750.00	11,750.00	11,750.00	11,750.00	
Town & Garden Apts.	Hard Wired Smoke Detectors	1460		92,000.00	92,000.00	92,000.00	92,000.00	
TOTAL 2007 CAPITAL FUNDS GRANT				\$1,001,944.00	\$1,001,944.00	\$1,001,944.00	\$1,001,944.00	100% Completed

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

2 To be completed for the Performance and Evaluation Report

Attachment: mi006i01
Saginaw Housing Commission
Resident Advisory Board Consultation Process and Comments – FYB 2011

1. Resident notification of appointment to the Advisory Board

At beginning of PHA Plan process, sent out letter to all residents/participants of opportunity to serve on Resident Advisory Board
SHC has an established Resident Advisory Board

2. Resident Advisory Board Selection

Selection made from resident/participant response **SHC has an established Resident Advisory Board**

3. Meeting Organization

Schedule date to meet with Resident Advisory Board for input to PHA Plan
February 16, 2011

Notify Resident Advisory Board of scheduled meeting **February 11, 2011**

Hold Resident Advisory Board meeting **February 16, 2011**

4. Notification of Public Hearing

Schedule date for Public Hearing and place ad **February 13, 2011**

Notify Resident Advisory Board **March 22, 2011**

Hold Public Hearing meeting **March 29, 2011**

5. Documentation of resident recommendations and PHA's response to recommendations

**Resident Advisory Board Meeting
February 16, 2011**

Peter Chitekwe, Executive Director, opened the meeting, welcoming all and thanked residents for their time. Mr. Chitekwe explained the purpose of the meeting was to review the five-year action plan for the

Capital Fund for 2011-2015 and the Annual Plan for 2011. Mr. Chitekwe asked residents to please make suggestions as well as write down questions for when the floor opens. Mr. Chitekwe introduced Vivian Stephens as the Comprehensive Improvement Manager, the person who is responsible for keeping up with the capital fund budget and asked all the Property Managers to introduce themselves.

Crystal Mays reported the following projects for Town Garden and Scattered Sites: Site improvements for handicap access ramp, railing on both sides 3' wide. The following projects were reported for Scattered Sites improvements for grilles, HVAC supply and return, landscaping (plants), sidewalk, driveway concrete replacement, caulking and sealant, weather stripping exterior door.

Denise Liddel reported the following projects for Pinewood Manor: Site improvements for sidewalk, concrete replacement, landscaping, interior door units and fencing replacement.

Betty King reported the following projects for Rosien Towers: Site improvements for parking stripes & curb painting, corridor flooring replacement and site light pole.

Atonya Patterson reported the following projects for Elmwood Manor: Site improvements for sewer lines, handicap improvements, community room kitchen and security camera system.

Faten Willis introduced herself to the advisory board as the newest Property Manager in charge of Davenport Manor and Maplewood Manor.

Patricia Krogman reported the following projects for Davenport Manor: Site improvement for wooden privacy 6' fence, light pole, parking stripes, curb painting, reseal asphalt paving, parking pre-cast bumpers. The following projects were reported for Maplewood Manor: parking stripes, curb painting, reseal asphalt paving, parking pre-cast bumpers, sewer lines and renovation to public restrooms and craft area.

Mr. Chitekwe opened the floor for suggestions from residents.

Kay McMillon proposed the following suggestion for Davenport Manor: We need to have a non-smoking building because smoke comes through into others apartments. The wait area in the building needs new furniture.

Charlene Powell proposed the following suggestion for Elmwood Manor: Put more chairs in the community room, outdoor patio furniture.

Caudie James proposed the following suggestion for Pinewood Manor: New unit doors, surveillance camera, furniture for TV room and runner in lobby and exercise equipment.

Mr. Chitekwe asked if there were any more suggestions, assuring that the suggestions will be taken seriously, and if there were additional suggestions after today to go to their Property Manager.