



PHA ANNUAL PLAN FISCAL YEAR 2012

1803 NORMAN ST, P.O. BOX 3225, SAGINAW, MICHIGAN 48065

Revision 4 February 11, 2013 to Annual Statements and Action Plan

instructions.

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The following are the specific locations where the public may obtain copies of the 2012 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

(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

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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

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

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(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

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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

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	1,751,536.00	
b) Public Housing Capital Fund	1,301,155.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	6,771,604.00	
f) Resident Opportunity and Self-Sufficiency Grants	15,997.00	
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
Shelter Plus Care/SNAPS	515,428.00	Other
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2008 CFP Grant	58,641.34	Public housing capital improvements
2009 CFP Grant	29739.03	Public housing capital improvements
2010 CFP Grant	459,405.00	Public housing capital improvements
2011 CFP Grant	405,317.00	Public housing capital improvements
3. Public Housing Dwelling Rental Income		
	1,355,641.00	Public housing operations
4. Other income (list below)		
Antenna and laundry revenue, misc.	136,203.31	
5. Non-federal sources (list below)		
Total resources	\$11,847,564.31	

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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

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- Change in family composition
- 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

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

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 Secretary
 - Office Assistant
 - FSS Coordinator Contractual Position
- Director of Section 8
 - Section 8 Manager
 - Housing Specialists (3)
 - FSS Coordinator Contractual Positions (2)
- Director of Finance
 - Finance Manager
 - Accounts Specialist
- Comprehensive Improvements Manager
- 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		
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	

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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

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.

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

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903.7(6) Designated Housing for Elderly and Disabled Families **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 type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (03/2012)
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 type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: (03/2012)	
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 type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: (03/2012)	
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 type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: (03/2012)	
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 type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: (03/2012)	
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	

903.7(7) Community Service and Self-Sufficiency

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;
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

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- 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.

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,

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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: 117
- Number of tenants performing community service: 41
- Number of tenants granted exemptions: 65
- Number of tenants in non-compliance: 11
- Number of tenants terminated/evicted due to non-compliance: -0-

903.7(8) Safety and Crime Prevention

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
 - Community perception of high level-crime related activities in and around SHC developments

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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

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

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.

One finding remains unsolved and HUD is yet to determine the resolution.

The FYE June 30, 2011 audit has not been completed and will be submitted to HUD when the final report is available.

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

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

903.7(13) Violence Against Women Act (VAWA)

**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 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.

6.0 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

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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 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

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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 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.

6.0 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 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.

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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 or 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

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.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.
Include statements related to these programs as applicable.

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**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.
- h. An existing Section 8 rental voucher participant cannot convert the rental

7.0	<p>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> <ul style="list-style-type: none"> 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. 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>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"> ▪ 2012 Capital Fund Program Annual Estimate ▪ 2011 Performance and Evaluation Report ▪ 2010 Performance and Evaluation Report ▪ 2009 Performance and Evaluation Report ▪ 2009 ARRA Performance and Evaluation Report ▪ 2008 Performance and Evaluation Report
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 2012 Capital Fund Program 5 Year Action Plan - attachment
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	208		82
Extremely low income <=30% AMI	192	92%	
Very low income (>30% but <=50% AMI)	13	6%	
Low income (>50% but <80% AMI)	3	2%	
Families with children	0	0	
Elderly families	0	0	
Families with Disabilities	0	0	
White	0	0	
Black/African American	0	0	
American Indian/Alaska Native	0	0	
Asian	0	0	
Native Hawaiian/Other Pacific Islander	0	0	
Hispanic	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	202	97%	
2 BR	6	3%	
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 checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? <i>N/A</i>			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>N/A</i>			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes <i>N/A</i>			

9.0

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	786		28
Extremely low income <=30% AMI	762	97%	
Very low income (>30% but <=50% AMI)	17	2%	
Low income (>50% but <80% AMI)			
Families with children			
Elderly families			
Families with Disabilities			
White			
Black/African American			
American Indian/Alaska Native			
Asian			
Native Hawaiian/Other Pacific Islander			
Hispanic			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	233	30%	
2 BR	329	42%	
3 BR	178	23%	
4 BR	46	5%	
5 BR	N/A	N/A	
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)? 9 month

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?
 No Yes

9.0

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 - Public Housing
 - 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	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)? No 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? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?

- No 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

10.0

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 race, color, religion, national origin, sex, familial status and disability:

10.0	<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 style="padding-left: 40px;">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: Resident Advisory Board Consultation Process and Comments – FYB 2012</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 2012 50075.1, 2011 50075.1, 2010 50075.1, 2009 50075.1, 2009 ARRA 50075.1, 2008 50075.1</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 2012-2016 Five Year Action Plan</p>
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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: Capital Fund Program No: MI28P006501-12 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2012 FFY of Grant Approval: 2012
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/2011 <input type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Summary by Development Account		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input type="checkbox"/> Final Performance and Evaluation Report		
Line No.		Original	Revised 2	Total Actual Cost 1
Total Estimated Cost		Obligated	Expended	
1	Total Non-Capital Funds			
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	150,076.00	150,076.00	68,305.21
3	1408 Management Improvements	150,076.00	18,931.99	4,931.99
4	1410 Administration	75,037.00	75,037.00	
5	1411 Audit	0.00		
6	1415 Liquidated Damages	0.00		
7	1430 Fees and Costs	37,519.00	37,519.00	
8	1440 Site Acquisition	0.00		
9	1450 Site Improvement	112,106.00	112,106.00	
10	1460 Dwelling Structures	185,565.00	306,709.01	
11	1465.1 Dwelling Equipment-Nonexpendable	0.00		
12	1470 Nonwelling Structures	40,000.00	40,000.00	
13	1475 Nonwelling Equipment	10,000.00	10,000.00	
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
 Expires 4/30/2011

Part I: Summary		Grant Type and Number: Capital Fund Program No: MI28P006501-12		FFY of Grant: 2012
PHA Name: Saginaw Housing Commission		Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant Approval: 2012
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/2011		<input checked="" type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report		
		Revised Annual Statement (revision no: 2)		
No.		Original	Revised 2	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 2-20)	\$760,379.00	\$750,379.00	\$73,237.20
21	Amount of Line 21 Related to LBP Activities			
22	Amount of Line 21 Related to Section 504 Compliance	0.00		
23	Amount of Line 21 Related to Security - Soft Costs	152,114.00		
24	Amount of Line 21 Related to Security - Hard Costs	0.00		
25	Amount of Line 21 Related to Energy Conservation Measures	0.00		
Signature of Executive Director		Signature of Public Housing Director		Date
				Date 1/9/13

- 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 CFF Grants for operations.
- 4 RHF funds shall be included here.

Part II: Supporting Pages										
PHA Name:					Grant Type and Number:					Federal FFY of Grant:
Saginaw Housing Commission					M128P006501-12					2012
Development Account No.					Capital Fund Program No:					CFFP (Yes/No)
Date of CFFP:					Replacement Housing Factor Grant No:					No
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			
M100600003	HVAC Power ventilator (roof)	1460	lump sum	15,000.00	15,000.00					
Maplewood Manor	Water Motor (Sump Pump) Alarm	1460	lump sum	500.00	500.00					
	Corridor flooring replacement	1460	lump sum	20,000.00	20,000.00					
	Trash compactor	1450	lump sum	25,000.00	25,000.00					
M100600003	Flooring, vinyl, lobby & corridor	1460	lump sum	21,900.00	21,900.00					
Davenport Manor	Baseboard, vinyl, " "	1460	lump sum	6,100.00	6,100.00					
M100600004	Flooring, vinyl, lobby & corridor	1460	lump sum	26,200.00	26,200.00					
Rosten Towers	Baseboard, vinyl, " "	1460	lump sum	10,400.00	10,400.00					
M100600005	Site light pole w/light	1450	lump sum	15,000.00	15,000.00					
Elmwood Manor	Parking area concrete (add parking)	1450	lump sum	20,865.00	20,865.00					
	Parking stripes & curb painting	1450	lump sum	1,300.00	0.00			update		
	Parking/approach asphalt remove 1-3"	1450	lump sum	10,000.00	10,000.00					
	Parking, precast bumpers	1450	lump sum	6,700.00	8,000.00			update		
	Painting, lobby and corridors (hallways)	1460	lump sum	14,800.00	14,800.00					
	Flashing Phrase 1	1460	lump sum	0.00	121,144.01			update		
M100600007	Lobby, rehab (common bldg.)	1460	lump sum	9,000.00	9,000.00					
Pinewood Manor	Painting, corridor "	1460	lump sum	16,900.00	16,900.00					
	Flooring, vinyl Coving, lobby/corridor	1460	lump sum	10,000.00	10,000.00					
	Baseboard " " "	1460	lump sum	4,500.00	4,500.00					

Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development

Office of Public and Indian Housing

Expires: 4/30/2011

Part II: Supporting Pages - Physical Needs Work Statement(s)						
Work Statement for FFY 2012	Work Statement for Year: <u>2</u> 2013			Work Statement for Year: <u>2</u> 2013		
	Development Number/ Name General Description of Major Work Items	Quantity	Estimated Cost	Development Number/ Name General Description of Major Work Items	Quantity	Estimated Cost
See	Maplewood Manor			Pinewood Manor		
Annual	MI006000003			MI006000007		
Statement	Non-Dwelling Structures:			Section 504 - Upgrade	dwelling	9,478.00
	Flooring, vinyl Coving Lobby & Corridor	18400 sf	30,400.00	Total Pinewood Manor		\$9,478.00
	Baseboard, Vinyl Coving " " "	2376 lf	6,000.00			
	Dwelling Structures:					
	Caulking and sealant	lump sum	8,200.00			
	Door, exterior (staff entry)	lump sum	2,900.00			
	Doors, steel, basement entry	lump sum	1,200.00	Town and Garden		
	Section 504 - Upgrade	dwelling	9,477.00	MI006000011		
	Total Maplewood Manor		\$58,177.00	Section 504 - Upgrade	dwelling	9,478.00
				Total Town and Garden		\$9,478.00
	Davenport Manor					
	MI006000003			Scattered Site/08		
	Section 504 - Upgrade	dwelling	9,478.00	MI006000013		
	Total Davenport Manor		\$9,478.00	Replace carpet/cabinetry	11260 sq. ft.	37,200.00
				Furnace, 100 K BTU	lump sum	14,200.00
	Rosien Towers			Section 504 - Upgrade	dwelling	9,478.00
	MI006000004			Total Scattered Site/SFD		\$60,878.00
	Section 504 - Upgrade	dwelling	9,478.00			
	Window Replacement	3661 sq ft	117,500.00			
	Total Rosien Towers		\$126,978.00			
	Elmwood Manor					
	MI006000005					
	Section 504 - Upgrade	dwelling	9,478.00			
	Flashing Replacement - Phase II	lump sum	113,802.00		Subtotal	\$79,834.00
	Total Elmwood Manor		\$123,280.00			
	SUB-TOTAL PHYSICAL NEEDS 2013		\$317,913.00	TOTAL PHYSICAL NEEDS 2013		\$397,747.00

Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development

Office of Public and Indian Housing

Expires: 4/30/2011

Part II: Supporting Pages - Physical Needs Work Statement(s)						
Work Statement for FFY 2012	Work Statement for Year: <u>3</u> FFY: 2014			Work Statement for Year: <u>3</u> FFY: 2014		
	Development Number/ Name General Description of Major Work Items	Quantity	Estimated Cost	Development Number/ Name General Description of Major Work Items	Quantity	Estimated Cost
See	Maplewood Manor			Pinewood Manor		
Annual	MI006000003			MI006000007		
Statement	Boiler, hot water domestic	2	55,945.50	Intercom system	lump sum	15,000.00
	Total Maplewood Manor		\$55,945.50	Total Pinewood Manor		\$15,000.00
	Davenport Manor			Town and Garden Terrace		
	MI006000003			MI006000011		
	HVAC Power Ventilator (roof)	lump sum	20,300.00	Complete Unit conversion to 504	dwellings	117,500.00
	Total Davenport Manor		\$20,300.00	Total Town and Garden Terrace		\$117,500.00
	Rosien Towers			Scattered Site - 08		
	MI006000004			MI006000013		
	Intercom Upgrade	1	5,000.00			
	Surveillance Station	1	3,400.00			
	Security Cameras	10	9,400.00	Total Scattered Site - 08		
	TV Security System	1	7,000.00			
				Scattered Site - SFD		
	Total Rosien Towers		\$24,800.00	MI006000013		
	Elmwood Manor			Total Scattered Site - SFD		
	MI006000005					
	Flashing Replacement - Phase III	lump sum	113,801.50			
	Intercom system, replace	1	75,200.00			
	Total Elmwood Manor		\$189,001.50			
				Subtotal		\$132,500.00
	SUB-TOTAL PHYSICAL NEEDS 2014		\$265,247.00	TOTAL PHYSICAL NEEDS 2014		\$397,747.00

Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development

Office of Public and Indian Housing

Expires: 4/30/2011

Part II: Supporting Pages - Physical Needs Work Statement(s)						
Work Statement for FFY 2012	Work Statement for Year: <u>4</u> FFY: 2015			Work Statement for Year: <u>4</u> FFY: 2015		
	Development Number/ Name General Description of Major Work Items	Quantity	Estimated Cost	Development Number/ Name General Description of Major Work Items	Quantity	Estimated Cost
See	Maplewood Manor			Town and Garden Terrace		
Annual	MI006000003			MI006000011		
Statement	Flooring, vinyl	41576 sf	19,606.00			
	Painting-Exterior	8000 sq ft	0.00	Update Electrical Service to 120 AMP	92 units	25,000.00
	Plumbing/Water lines - power flush	3800 linear ft	5,700.00	Replace Laundry Sinks & Plumbing	92 units	25,000.00
	TV Security Cameras		-	Total Town & Garden Terrace		50,000.00
	Surveillance System		-			
	Security System		-			
	Benches	5	6,900.00			
	Cycle Painting		-	Scattered Site		
	Total Maplewood Manor		32,206.00	MI006000014		
				Replace Roofs		0.00
	Davenport Manor			Tile/Carpet Replacement		6,200.00
	MI006000003			Total Scattered Sites		6,200.00
	Roofing, Built-up	9000 sq ft	40,600.00	Elmwood Manor		
	Painting-Exterior	2400 sq ft	4,241.00	MI06000005		
	Cabinet, Wall Kitchen w. pulls (504)	48 linear ft	5,900.00	Security Camera		-
	Cabinet, Base Kitchen w. pulls (504)	72 linear ft	9,700.00	TV Security Camera		-
	Countertop (504)	72 linear ft	4,800.00	Surveillance Station		-
	Sink, Kitchen (504)	6	10,600.00	Security Camera- Elevators/		-
	Kitchen p-trap insulation (504)	6	1,200.00	Sewer Line	lump sum	54,400.00
	Faucet, Kitchen (504)	6	3,000.00	Water lines	lump sum	1,600.00
				Total Elmwood Manor		56,000.00
	Total Davenport Manor		80,041.00			
	SUB-TOTAL PHYSICAL NEEDS 2015		\$112,247.00	SUB-TOTAL PHYSICAL NEEDS 2015		\$112,200.00

Capital Fund Program Five-Year Action Plan

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

Expires: 4/30/2011

Part II: Supporting Pages - Physical Needs Work Statement(s)						
Work Statement for FFY 2012	Work Statement for Year: <u> 5 </u> FFY: 2016			Work Statement for Year: <u> 5 </u> FFY: 2016		
	Development Number/ Name General Description of Major Work Items	Quantity	Estimated Cost	Development Number/ Name General Description of Major Work Items	Quantity	Estimated Cost
See	Maplewood Manor			Rosien Towers		
Annual	MI006000003			MI006000004		
Statement	Upgrade community room	lump sum	5,000.00			
	boilers	3	58,500.00			
	Total Maplewood Manor		63,500.00	Total Rosien Towers		-
	Davenport Manor			Elmwood Manor		
	MI006000003			MI006000005		
	upgrade community room	lump sum	5,000.00	Exterior & Interior door	14	13,547.00
	Flooring, Vinyl, Lobby and Corridor	lump sum	21,900.00	Total Elmwood Manor		13,547.00
	Total Davenport Manor		26,900.00			
	Pinewood Manor			Scattered Sites		
	MI006000007			MI006000013		
				Scattered Site - (6-14)		
	doors, automatic public entrance	lump sum	11,900.00	Landscaping (Plants)	15 Each	1,700.00
	HVAC power ventilator (roof)	lump sum	20,300.00	Trees-Trimming	15 Each	9,200.00
	Total Pinewood Manor		32,200.00	Sidewalk/Driveway Concrete Replace	5,500 Sq Ft	31,000.00
				Total Scattered Sites		41,900.00
	Town and Garden					
	MI006000011					
	Driveway Concrete Replace	lump sum	155,000.00			
	Sidewalk, Concrete Steps	lump sum	24,900.00			
	Sidewalk, Concrete Replace	lump sum	39,800.00			
	Total Town and Garden		219,700.00			
					Subtotal	55,447.00
	SUB-TOTAL PHYSICAL NEEDS 2016		\$342,300.00	TOTAL PHYSICAL NEEDS 2016		\$397,747.00

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: Capital Fund Program No: MI28P006501-11		FFY of Grant: 2011	
PHA Name: Saginaw Housing Commission		Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant Approval: 2011	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/2011		<input checked="" type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Summary by Development Account		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input type="checkbox"/> Final Performance and Evaluation Report	
Line No.		Original	Revised 2	Obligated	Total Actual Cost 1
1	Total Non-Capital Funds				Expended
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	162,126.00	162,126.00	162,126.00	162,126.00
3	1408 Management Improvements	129,123.00	129,123.00	129,123.00	112,757.00
4	1410 Administration	81,063.00	81,063.00	81,063.00	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,500.00	30,500.00		
8	1440 Site Acquisition				
9	1450 Site Improvement	182,784.00	182,784.00	89,750.00	40,387.50
10	1460 Dwelling Structures	122,000.00	122,000.00		
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures	60,000.00	60,000.00		
13	1475 Nondwelling Equipment	43,036.00	43,036.00		
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities 4				

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFF 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

Part I: Summary

PHA Name: **Saginaw Housing Commission**

Grant Type and Number: **M128P006501-11** FFY of Grant: 2011
Capital Fund Program No: **MI28P006501-11** FFY of Grant Approval: 2011
Replacement Housing Factor Grant No: _____
Date of CFFP: _____

Original Annual Statement Reserved for Disasters/Emergencies Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 12/30/2011 Final Performance and Evaluation Report

No.	Original	Revised 2	Obligated	Expended
18a	1501 Collateralization or Debt Service Paid by the PHA			
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment			
19	1502 Contingency (may not exceed 8% of Line 20)			
20	Amount of Annual Grant (sums of lines 2-20)	\$810,632.00	\$462,062.00	\$315,270.50
21	Amount of Line 21 Related to LBP Activities			
22	Amount of Line 21 Related to Section 504 Compliance			
23	Amount of Line 21 Related to Security - Soft Costs	\$143,857.10	\$143,857.10	\$143,857.10
24	Amount of Line 21 Related to Security - Hard Costs			
25	Amount of Line 21 Related to Energy Conservation Measures			

Signature of Executive Director: *[Signature]* Date: *2/16/12*

Signature of Public Housing Director: _____ Date: _____

Part II: Supporting Pages		Grant Type and Number:				Federal FFY of Grant:	
PHA Name:		Capital Fund Program No: MI28P006501-11				2011	
Development Number/PHA-Wide Activities		Replacement Housing Factor Grant No:				CFFP (Yes/No) No	
Development Account No.		Date of CFFP:				Total Actual Cost	
Development Account No.		Quantity		Total Estimated Cost		Status of Work	
General Description of Major Work Categories		Original	Revised ¹	Funds Obligated ²	Funds Expended ²		
MI006000001							
PHA-Wide	Operations: (limited to 20%)	\$0.00	0.00				
	Security Services	\$31,100.10	31,100.10	31,100.10	31,100.10	update	
	Omni Maintenance Contract	\$131,025.90	131,025.90	131,025.90	131,025.90	update	
	Total 1406	\$162,126.00	\$162,126.00				
PHA-Wide	Management Improvements: (Limited to 20%)						
	Staff Training	12,000.00	12,000.00	12,000.00	12,000.00		
	Advertising/Marketing	4,366.00	4,366.00	4,366.00	4,366.00		
	Security Services	112,757.00	112,757.00	112,757.00	112,757.00		
	Total 1408	\$129,123.00	\$129,123.00			update	
PHA-Wide	Administration: (limited to 10%)						
	Management Fees	\$81,063.00	\$81,063.00	81,063.00	81,063.00		
	Total 1410						
PHA-Wide	Fees and Costs:						
	A&E Services (10% of construction cost)	\$30,500.00	\$30,500.00			update	
	Total 1430						
PHA-Wide	Non-Dwelling Structures:						
	Interior and exterior renovations to existing COCC Office (roof, interior, HVAC.)	\$40,000.00	\$40,000.00				
	Total 1470						
PHA-Wide	Non-Dwelling Equipment						
	Copy Machine, computers	43,036.00	43,036.00			update	
	Total 1475						

Part II: Supporting Pages		Grant Type and Number:		Federal FFY of Grant:	
PHA Name:		MI28P006501-11		2011	
Saginaw Housing Commission		Capital Fund Program No:		CFFP (Yes/No)	
Development Number Name/PHA-Wide Activities		Replacement Housing Factor Grant No:		Total Actual Cost	
Date of CFFP:		Quantity		Funds Obligated 2	
Development Account No.		Total Estimated Cost		Funds Expended 2	
General Description of Major Work Categories		Original		Revised 1	
Status of Work		Total Estimated Cost		Total Actual Cost	
MI006000003	Maplewood Manor	Site Improvements:			
		Parking Stripes & curb painting	1450	0.00	0.00
		Parking/approach, remove 1-3" asphalt	1450	0.00	0.00
		Parking, resurface asphalt paving	1450	0.00	0.00
		Parking, precast bumpers	1450	0.00	0.00
		Sewer lines	1450	4,500.00	4,500.00
		Renovate public restrooms & craft area	1470	20,000.00	20,000.00
		Exterior Door Replacement-North & South Stairwells	1460	3,000.00	3,000.00
		Elevator Floor Replacement	1460	5,000.00	5,000.00
		Replace Concrete Paving	1450	20,975.00	20,975.00
		Total Maplewood Manor		\$53,475.00	\$53,475.00
MI006000010	Davenport Manor	Site Improvements:			
		Fence, wood privacy 6'	1450	8,315.00	6,315.00
		Site light pole w/light	1450	10,460.00	10,460.00
		Parking stripes & curb painting	1450	0.00	0.00
		Parking, re-seal asphalt paving	1450	0.00	0.00
		Parking, precast bumpers	1450	0.00	0.00
		Elevator Floor Replacement	1460	17,900.00	17,900.00
		Curbs	1450	0.00	0.00
		Benches	1450	859.00	859.00
		Upgrade Site Signage	1450	5,000.00	5,000.00
		Replace Concrete Paving	1450	30,725.00	30,725.00
		Total Davenport Manor		\$73,259.00	\$73,259.00
MI006000004	Rosien Towers	Site Improvements:			
		Parking stripes & curb painting	1450	0.00	0.00
		Corridor flooring replacement	1460	25,000.00	25,000.00
		Site light pole w/light	1450	2,100.00	2,100.00
		Replace Concrete Paving	1450	25,075.00	25,075.00
		Total Rosien Towers		\$52,175.00	\$52,175.00

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		Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: M128P006501-10 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2010 FFY of Grant Approval: 2010	
Line No.	Summary by Development Account	Original		Revised 2		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	124,250.53	124,250.53	124,250.53	113,326.90		
3	1408 Management Improvements	154,368.00	154,368.00	154,368.00	132,182.65		
4	1410 Administration	81,819.00	81,819.00	81,819.00	81,819.00		
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs	41,000.00	41,000.00	41,000.00	17,000.00		
8	1440 Site Acquisition						
9	1450 Site Improvement	343,916.23	343,916.23	343,916.23			
10	1460 Dwelling Structures	72,838.24	72,838.24	72,838.24	28,638.24		
11	1465.1 Dwelling Equipment-Nonexpendable						
12	1470 Nondwelling Structures						
13	1475 Nondwelling Equipment						
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities 4						

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

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

Part I: Summary		Grant Type and Number: Capital Fund Program No: M128P006501-10 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2010 FFY of Grant Approval: 2010	
PHA Name: Saginaw Housing Commission		<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/2011		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 6) <input type="checkbox"/> Final Performance and Evaluation Report	
No.		Original	Revised 2	Obligated	Expended
18a	1501 Collateralization or Debt Service Paid by the PHA				
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of Line 20)				
20	Amount of Annual Grant (sums of lines 2-19)	\$818,192.00	\$818,192.00	\$818,192.00	\$372,966.79
21	Amount of Line 20 Related to LBP Activities				
22	Amount of Line 20 Related to Section 504 Compliance				
23	Amount of Line 20 Related to Security - Soft Costs	209,063.45	209,063.45	209,063.45	209,063.45
24	Amount of Line 20 Related to Security - Hard Costs				
25	Amount of Line 20 Related to Energy Conservation Measures				
Signature of Executive Director		Signature of Public Housing Director		Date	
<i>[Signature]</i>		<i>[Signature]</i>		11/26/12	

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

Part II: Supporting Pages											
PHA Name: Saginaw Housing Commission											
Grant Type and Number: M128P006501-10											
Capital Fund Program No: 2010											
Replacement Housing Factor Grant No: CFPP (Yes/No) No											
Date of CFPP:											
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Revised 1	Total Actual Cost		Status of Work		
				Original	\$0.00		Funds Obligated 2	Funds Expended 2			
M100600003	Site Improvements:										
Maplewood Manor	Sidewalk, handrails, replace (504)	1450		0.00	0.00	0.00			update		
	Site signage	1450		0.00	0.00	0.00			update		
	Exterior Paving Concrete	1450		0.00	0.00	0.00			update		
	Dwelling Structures:										
	Grab bars install (504)	1460		0.00	0.00	0.00			update		
	Lower sink, bathroom (504)	1460		0.00	0.00	0.00			update		
	Bathroom p-trap insulation (504)	1460		0.00	0.00	0.00			update		
	Kitchen p-trap insulation	1460		0.00	0.00	0.00			update		
	Non-Dwelling Structures:										
	Common area kitchen rehab (504)	1470		0.00	0.00	0.00			update		
	Laundry area cabinets (504)	1470		0.00	0.00	0.00			update		
	Total Maplewood Manor			\$0.00	\$0.00	\$0.00			update		
M100600003	Site Improvements:										
Davenport Manor	Install handicap signage (504)	1450		0.00	0.00	0.00			update		
	Exterior Paving Concrete	1450		0.00	0.00	0.00			update		
	Dwelling Structures:										
	Bathroom p-trap insulation	1460		0.00	0.00	0.00			update		
	Non-Dwelling Structures:										
	TV Security camera	1470		0.00	0.00	0.00			update		
	Surveillance Station	1470		0.00	0.00	0.00			update		
	Security system	1470		0.00	0.00	0.00			update		
	HVAC central (common area)	1470		0.00	0.00	0.00			update		
	Total Davenport Manor			\$0.00	\$0.00	\$0.00			update		
M100600004	Site Improvements:										
Rosten Towers	Install accessible parking spaces (504)	1450		0.00	0.00	0.00			update		
	Storm drains, parking areas	1450		0.00	0.00	0.00			update		
	Exterior Paving Concrete	1450		0.00	0.00	0.00			update		
	Dwelling Structures:										
	Cycle Painting common areas	1460	com	3,940.00	3,940.00	3,940.00	3,940.00	3,940.00	update		
	Handicap accessibility units (504)	1460		0.00	0.00	0.00			update		
	Non-Dwelling Structures:										
	Community area and kitchen (504)	1470		0.00	0.00	0.00			update		
	Total Rosten Towers			\$3,940.00	\$3,940.00	\$3,940.00			update		

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

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Grant Type and Number:		CFPP (Yes/No)		Total Actual Cost	Status of Work
		Capital Fund Program No: Replacement Housing Factor Grant No:	Quantity	Total Estimated Cost	Total Actual Cost		
		Development Account No.	Quantity	Original	Revised 1	Funds Obligated 2	Funds Expended 2
Saginaw Housing Commission							
M1006000005	Site improvements:						
Elmwood	Site signage	1450		0.00	0.00		update
Manor	Install handicap signage (504)	1450		0.00	0.00		update
	Dwelling Structures:						
	New/replace grease shield	1460		0.00	0.00		update
	Handicap accessibility units (504)	1460		0.00	0.00		update
	Cabinet, wall kitchen w/pulls (504)	1460		0.00	0.00		update
	Cabinet, base kitchen w/pulls (504)	1460		0.00	0.00		update
	Countertop	1460		0.00	0.00		update
	Non-Dwelling Structures:						
	TV Security camera	1470		0.00	0.00		update
	Surveillance station	1470		0.00	0.00		update
	Security system	1470		0.00	0.00		update
	Cabinets common area kitchen (504)	1470		0.00	0.00		update
	Total Elmwood Towers			\$0.00	\$0.00		
M1006000007	Site Improvements:						
Pinewood	Exterior Pavine Concrete	1450		0.00	0.00		update
Manor	Dwelling Structures:						
	Cabinet, pulls (504)	1460		0.00	0.00		update
	Remove base cabinets under sink (504)	1460		0.00	0.00		update
	Kitchen p-trap insulation	1460		0.00	0.00		update
	Non-Dwelling Structures:						
	Doors, automatic public entrance (504)	1470		0.00	0.00		update
	Total Pinewood Manor			\$0.00	\$0.00		
M1006000011	Site Improvements:						
Town and	Place concrete paving	1450	70%	343,916.23	343,916.23	343,916.23	update
Garden Terrace	Dwelling Structures:						
	Cycle Painting	1460	19 units	24,698.24	24,698.24	24,698.24	24,698.24
	Total Town and Garden Terrace			\$368,614.47	\$368,614.47		

Part II: Supporting Pages		Grant Type and Number:		Federal FFY of Grant:							
PHA Name:		Capital Fund Program No:		2010							
Saginaw Housing Commission		Replacement Housing Factor Grant No:		M128P006501-10							
Development Number Name/PHA-Wide Activities		Date of CFFP:		CFFP (Yes/No) No							
General Description of Major Work Categories		Quantity		Total Actual Cost							
		Development Account No.		Total Estimated Cost							
				Revised 1							
				Original							
				Funds Obligated 2							
				Funds Expended 2							
				Status of Work							
M1006000013	Non-Dwelling Structures:										
Scattered Site -08	Install handrail to building (504)	1450		0.00	0.00					update	
	Sidewalks, replace handrails (504)	1450		0.00	0.00					update	
	Total Scattered Site - 08			\$0.00	\$0.00						
M1006000013	Site Improvements:										
Scattered Site -SFD	Sidewalk, replace handrails (504)	1450		0.00	0.00					update	
	Begin sidewalk, driveway concrete replacement, continue in year 2011	1450		0.00	0.00					update	
	Dwelling Structures:										
	Cycle Painting	1460	34 units	44,200.00	44,200.00				44,200.00	update	
	Insulation R13 wall (basement rim joint)	1460		0.00	0.00						
	Showerhead (1.5 gallon per minute low flow)	1460		0.00	0.00						
	Total Scattered Site - SFD			\$44,200.00	\$44,200.00						
M1006000013	Scattered Site -014										
	No CFPs anticipated next 5 years per PNA										
M1006000013	Scattered Site -015										
	No CFPs anticipated next 5 years per PNA										
M1006000013	Scattered Site -17										
	No CFPs anticipated next 5 years per PNA										
M1006000013	Scattered Site -018										
	No CFPs anticipated next 5 years per PNA										
	TOTAL 2010 CAPITAL FUNDS GRANT			\$818,192.00	\$818,192.00				818,192.00		100%

Attachment: m1006e02

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: **MI28P006501-09**
 Capital Fund Program No:
 Replacement Housing Factor Grant No:
 Date of CFFP:

FFY of Grant: 2009
 FFY of Grant Approval: 2009

Original Annual Statement Reserved for Disasters/Emergencies Revised Annual Statement (revision no: 8)
 Performance and Evaluation Report for Period Ending: 12/30/2011 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Original		Revised 2		Total Actual Cost 1	
						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	196,189.00	196,189.00	196,189.00	196,189.00
3	1408 Management Improvements	210,632.94	197,029.00	197,029.00	197,029.00	197,029.00	197,029.00
4	1410 Administration	100,000.00	98,514.50	98,514.50	98,514.50	98,514.50	98,514.50
5	1411 Audit	0.00	0.00	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	16,775.00	31,864.44	31,864.44	31,864.44	31,864.44	31,864.44
8	1440 Site Acquisition	0.00	0.00	0.00	0.00	0.00	0.00
9	1450 Site Improvement	13,568.51	13,568.51	13,568.51	13,568.51	13,568.51	7,584.74
10	1460 Dwelling Structures	401,090.91	401,090.91	401,090.91	401,090.91	401,090.91	266,350.91
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	0.00	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	46,888.64	46,888.64	46,888.64	46,888.64	46,888.64	42,893.00
14	1485 Demolition	0.00	0.00	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00	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: **MI28P006501-09**
 Capital Fund Program No:
 Replacement Housing Factor Grant No:

FFY of Grant: 2009
 FFY of Grant Approval: 2009

Original Annual Statement Reserved for Disasters/Emergencies
 Performance and Evaluation Report for Period Ending: 12/30/2011 Revised Annual Statement (revision no: 8)
 Final Performance and Evaluation Report

No.	Description	Original	Revised 2	Obligated	Expended
18a	Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00
18b	Collateralization or Debt Service Paid Via System of Direct Payment	-	-	-	-
19	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)	\$985,145.00	\$985,145.00	\$985,145.00	\$840,425.59
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	176,815.56	163,211.62	163,211.62	163,211.62
24	Amount of Line 21 Related to Security - Hard Costs	34,803.50	34,803.50	34,803.50	
25	Amount of Line 21 Related to Energy Conservation Measures	0.00		0.00	0.00
Signature of Executive Director		Signature of Public Housing Director		Date	
<i>[Signature]</i>		<i>[Signature]</i>		1/9/12	

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 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
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U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name:		Saginaw Housing Commission		Grant Type and Number:		Capital Fund Program No:		MI28P006501-09		CFPP (Yes/No)		No		Federal FFY of Grant:		2009	
Development Number/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				171,806.45		171,806.45		171,806.45		171,806.45			
		Omni Maintenance Contract		1406				24,382.55		24,382.55		24,382.55		24,382.55			
		Staff Training		1408				15,811.00		15,811.00		15,811.00		15,811.00			
		Advertising/Marketing		1408				18,006.38		18,006.38		18,006.38		18,006.38		update	
		Security Services		1408				176,815.56		163,211.62		163,211.62		163,211.62		Budget revision per Jimmie's request after BIL funds were 100% expended	
		Physical Needs Assessment		1408				0.00									
		Administrative Salaries		1410				100,000.00		98,514.50		98,514.50		98,514.50		Budget revision per Jimmie's request after BIL funds were 100% expended	
		A/E Services		1430				16,775.00		31,864.44		31,864.44		31,864.44		\$12,775.00 was refund by CUM and \$19,150.00 was reallocated to AFHCF 2009. Budget revision per Jimmie's request after BIL funds were 100% expended	
		Computer Soft/Hardware		1475				3,225.00		3,225.00		3,225.00		3,225.00		update	
		Maintenance Equipment		1475				3,995.64		3,995.64		3,995.64				update	
MI 6-3		Exterior Paving concrete		1450				0.00									
Maplewood Manor		Parking lot control reentry		1450				4,397.00		4,397.00		4,397.00		4,397.00			
		Window replacement		1460				392.00		392.00		392.00		392.00			
		carpet/tile replacement		1460				1,482.15		1,482.15		1,482.15		1,482.15			
		Cycle Painting		1460				5,983.77		0.00						update	
		Common area furniture		1475				0.00		0.00							
		Installation of Security Cameras and Monitoring System		1475				6,482.70		6,482.70		6,482.70		6,482.70		update	
		Boiler replacement		1460				40,070.00		40,070.00		40,070.00		40,070.00			
MI 6-4		Cycle Painting		1460				16,900.00		16,900.00		16,900.00		16,900.00			
Rosien Towers		Exterior Masonry repair		1460				0.00		0.00							
		Installation of Security Cameras and Monitoring System		1475				6,997.70		6,997.70		6,997.70		6,997.70		update	

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

Part II: Supporting Pages

PHA Name:

Saginaw Housing Commission

Grant Type and Number: **MI28P006501-09**
 Capital Fund Program No:
 Replacement Housing Factor Grant No:

CFFP (Yes/No)

No

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	
MI 6-4	Boiler Stack	1460		0.00	0.00	0.00	0.00	
Roslen Towers cont.	Boiler replacement	1460		45,570.00	45,570.00	45,570.00	45,570.00	
MI 6-5	Exterior masonry repair	1460		3,300.00	3,300.00	3,300.00	3,300.00	
Elmwood Manor	Cycle Painting	1460		0.00	0.00	0.00	0.00	
	Boiler Room Door Replacement	1460		0.00	0.00	0.00	0.00	
	Interior Hall painting	1460		0.00	0.00			
	Common area furniture	1450		1,587.74	1,587.74	1,587.74	1,587.74	
	Furniture	1475		4,864.50	4,864.50	4,864.50	4,864.50	
	Boiler replacement	1460		153,360.00	153,360.00	153,360.00	153,360.00	
	Installation of Security Cameras and Monitoring System	1475		7,932.70	7,932.70	7,932.70	7,932.70	update
MI 6-7	Exterior paving concrete	1450		0.00				
Pinewood Manor	Exterior masonry repair	1450		0.00				
	Cycle Painting	1460		0.00	0.00			
	Installation of Security Cameras and Monitoring System	1475		7,232.70	7,232.70	7,232.70	7,232.70	update
MI 6-10	Alternate Heating/AC installation	1460		0.00				
Davenport Manor	halls/common area painting	1460		0.00				
	Common area floor replacement	1460		0.00				
	Cycle Painting	1460		3,975.00	3,975.00	3,975.00	3,975.00	
	Roofing Replacement	1460		134,740.00	134,740.00	134,740.00	134,740.00	
	Installation of Security Cameras and Monitoring System	1475		6,157.70	6,157.70	6,157.70	6,157.70	update
MI 6-11	Cycle Painting	1460		1.76	1.76	1.76	1.76	update
Town & Garden	Replacement of Concrete Paving	1460		0.00	5,983.77	5,983.77		update
TOTAL 2009 CAPITAL FUNDS GRANT								

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
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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: **MI28S006501-09** FFY of Grant: 2009
 Capital Fund Program No: **MI28S006501-09** Replacement Housing Factor Grant No: **MI28S006501-09** FFY of Grant Approval: 2009
 Date of CFFP: _____

Line	Summary by Development Account	Original		Revised 2		Total Actual Cost 1	
		Original	Total Estimated Cost	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	0.00
3	1408 Management Improvements	0.00		0.00	0.00	0.00	0.00
4	1410 Administration	88,211.50		70,271.50	70,271.50	70,271.50	70,271.50
5	1411 Audit	0.00		0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00	0.00	0.00
7	1430 Fees and Costs	47,500.00		47,500.00	47,500.00	47,500.00	47,500.00
8	1440 Site Acquisition	0.00		0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00		0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	976,711.00		948,431.00	948,431.00	948,431.00	948,431.00
11	1465.1 Dwelling Equipment-Nonexpendable	95,622.00		141,842.00	141,842.00	141,842.00	141,842.00
12	1470 Nondwelling Structures	33,637.50		33,637.50	33,637.50	33,637.50	33,637.50
13	1475 Nondwelling Equipment	0.00		0.00	0.00	0.00	0.00
14	1485 Demolition	0.00		0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00		0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00		0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00		0.00	0.00	0.00	0.00

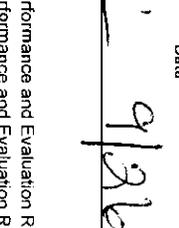
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Annual Statement/Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

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: **Saginaw Housing Commission** Grant Type and Number: **M188S006501-09** FFY of Grant: 2009
 Capital Fund Program No: **M188S006501-09** FFY of Grant Approval: 2009
 Replacement Housing Factor Grant No: **M188S006501-09** Date of CFFP: _____

Line	Description	Total Estimated Cost		Total Actual Cost	
		Original	Revised 2	Obligated	Expanded
18a	Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00
18b	Collateralization or Debt Service paid Via System of Direct Payment	-	-	-	-
19	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	\$1,241,682.00
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		Signature of Public Housing Director	
		9/26/12			

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

Part II: Supporting Pages

Saginaw Housing Commission

Grant Type and Number: **MI285006501-09**
 Capital Fund Program No:
 Replacement Housing Factor Grant No:
 Date of CFFP:

CFFP (Yes/No)

No

Federal FY of Grant:
2009

Status of Work

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Original	Revised ¹	Funds Obligated ²	Funds Expended ²	Status of Work
MI006000013	Central Air Conditioning Installation	1460		187,462.00	187,462.00	187,462.00	187,462.00	187,462.00	
Scattered Sites									
MI006000011	Bathroom Renovations	1460		95,948.00	95,948.00	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	59,996.00	59,996.00	
Elmwood Manor	Asbestos Tile Removal and Replacement	1470		15,697.50	33,637.50	33,637.50	33,637.50	33,637.50	
	Appliances - Ranges and Refrigerators	1465.1		95,622.00	95,622.00	95,622.00	95,622.00	95,622.00	
	Fire Prevention Devices	1460		6,100.00	6,100.00	6,100.00	6,100.00	6,100.00	
	Window Replacement/Fashing	1460		0.00	121,456.00	121,456.00	121,456.00	121,456.00	
MI006000003									
Maplewood Manor	Fire Prevention Devices	1460		3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	
MI006000007	Roof Replacement	1460		185,292.00	185,292.00	185,292.00	185,292.00	185,292.00	
Pinewood Manor	Fire Prevention Devices	1460		1,339.00	1,339.00	1,339.00	1,339.00	1,339.00	
	Window Replacement/A/C Sleeves	1460		399,944.00	278,488.00	278,488.00	278,488.00	278,488.00	
MI006000004									
Roslan Towers	Fire Prevention Devices	1460		5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	
MI006000001	A/E	1430		47,500.00	47,500.00	47,500.00	47,500.00	47,500.00	
PHA Wide									
MI006000001	Administrative Salaries	1410		88,211.50	70,271.50	70,271.50	70,271.50	70,271.50	
PHA Wide									

Attachment: mi006e02

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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

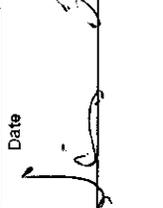
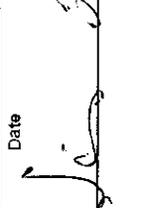
PHA Name:		Grant Type and Number:		FFY of Grant: 2008	
Saginaw Housing Commission		Capital Fund Program No: MI28P006501-08		FFY of Grant Approval: 2008	
Replacement Housing Factor Grant No:		Date of CFFP:			
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/2011		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 7) <input type="checkbox"/> Final Performance and Evaluation Report		Total Actual Cost 1	
Line No.	Summary by Development Account	Original	Revised	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	331,600.00	331,600.00	331,600.00	331,600.00
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	17,175.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	75,203.66	75,203.66	75,203.66	75,203.66
10	1460 Dwelling Structures	247,456.34	247,456.34	247,456.34	247,456.34
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	11,590.00	11,590.00	11,590.00	11,590.00
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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U. S. Department of Housing and Urban Development
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 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: Saginaw Housing Commission		Grant Type and Number: Capital Fund Program No: M128P006501-08		FFY of Grant: 2008	
Replacement Housing Factor Grant No: Date of CFFP:		Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant Approval: 2008	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/2011		<input checked="" type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report		Revised Annual Statement (revision no: 7)	
No.		Original	Revised	Obligated	Expended
18a	1501 Collateralization of 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	\$980,945.00	\$963,120.00
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	0.00	0.00	0.00	0.00
23	Amount of Line 21 Related to Security - Soft Costs	286,555.00	286,555.00	286,555.00	286,555.00
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	
				2/11/12	

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 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
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U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages											
PHA Name: Saginaw Housing Commission											
Grant Type and Number: MI28P006501-08											
Capital Fund Program No: MI28P006501-08											
Replacement Housing Factor Grant No: MI28P006501-08											
Date of CFPP:											
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Funds Obligated 2	Funds Expended 2	CFPP (Yes/No)	Status of Work
				Original	Revised 1						
PHA Wide	Operations	1406		182,000.00	182,000.00	182,000.00	182,000.00	182,000.00	182,000.00	No	
	Staff Training	1408		15,000.00	15,000.00	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	12,000.00	12,000.00		
	Security Services	1408		286,555.00	286,555.00	286,555.00	286,555.00	286,555.00	286,555.00		
	Physical Needs Assessment	1408		12,165.60	12,165.60	12,165.60	12,165.60	12,165.60	12,165.60		
	Computer Software	1408		5,879.40	5,879.40	5,879.40	5,879.40	5,879.40	5,879.40		
	Administrative Salaries	1410		98,095.00	98,095.00	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	35,000.00	17,175.00		
	Maintenance Area Flood Damage Dry Out	1470		10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00		
MI 6-3	Masonry Signage/Landscaping Upgrade	1450		6,108.57	6,108.57	6,108.57	6,108.57	6,108.57	6,108.57		
Maplewood Manor	Cycle Painting	1460		17,443.86	17,443.86	17,443.86	17,443.86	17,443.86	17,443.66		update
	Fire Protection/Smoke Detection	1460		102,322.25	102,322.25	102,322.25	102,322.25	102,322.25	102,322.25		
	Tile/Carpet Replacement	1450		4,331.64	4,331.64	4,331.64	4,331.64	4,331.64	4,331.64		
MI 6-4	Cycle Painting	1460		9,232.47	9,232.47	9,232.47	9,232.47	9,232.47	9,232.47		update
Rosien Towers	Boiler Stack	1460		2,519.47	2,519.47	2,519.47	2,519.47	2,519.47	2,519.47		
	Tile/Carpet Replacement	1450		911.62	911.62	911.62	911.62	911.62	911.62		
MI 6-5	Carpet Replace - Halls & Common Areas	1450		1,160.00	1,160.00	1,160.00	1,160.00	1,160.00	1,160.00		
Elmwood Manor	Tile/Carpet Replacement	1450		3,150.96	3,150.96	3,150.96	3,150.96	3,150.96	3,150.96		
	Cycle Painting	1460		11,182.79	11,182.79	11,182.79	11,182.79	11,182.79	11,182.79		update
MI 6-7	Landscaping Upgrade	1450		10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00		
Pinewood Manor	Fencing Replacement	1450		40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00		

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

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 2012, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

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

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

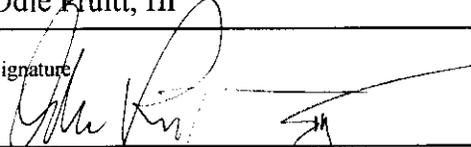
Saginaw Housing Commission
PHA Name

MI006
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 10 - 20 15

Annual PHA Plan for Fiscal Years 20 12 - 20 16

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

Name of Authorized Official Odie Pruitt, III	Title President, Board of Commissioners
Signature 	Date 3/26/12

**Certification of Payments
to Influence Federal Transactions**

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

Applicant Name

Saginaw Housing Commission

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

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

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

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

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

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

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

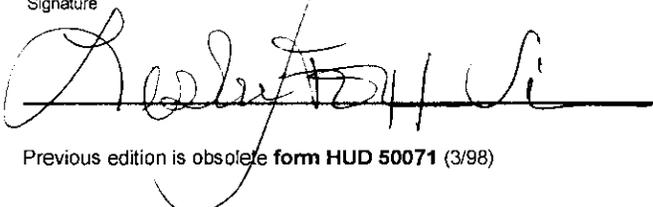
Name of Authorized Official

Lesley Foxx Sims

Title

Interim Executive Director

Signature



Date (mm/dd/yyyy)

04/10/2012

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Saginaw Housing Commission

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Maplewood Manor 535 S. Warren Ave. Saginaw, MI 48601
Rosien Towers 310 S. Harrison St. Saginaw, MI 48602
Elmwood Manor 2814 E. Genesee Ave. Saginaw, MI 48601
Pinewood Manor 2715 S. Jefferson Ave. Saginaw, MI 48601
Davenport Manor 2811 Davenport St. Saginaw, MI 48602
Town and Garden - see attached
Scattered Sites - see attached

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

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

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

Name of Authorized Official
Lesley Foxx Sims

Title
Interim Executive Director

Signature

Date

04/10/2012