

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

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

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

I, Robert A. Ficano the County Executive, certify that the Five Year and  
Annual PHA Plan of the Highland Park Housing Commission is consistent with the Consolidated Plan of  
Wayne County prepared pursuant to 24 CFR Part 91.

  
\_\_\_\_\_  
Signed / Dated by Appropriate State or Local Official

2012 Capital Fund

Capital Fund Program (CFP) Amendment

To The Consolidated Annual Contributions Contract (form HUD-53012)

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

Whereas, (Public Housing Authority) Highland Park Housing Commission(MI105) (herein called the "PHA") and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions Contract(s) ACC(s) Numbers(s) C-3085 dated 5/30/1974

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out capital and management activities at existing public housing developments in order to ensure that such developments continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. HUD will provide a revised ACC Amendment authorizing such additional amounts.

\$ 193,370.00 for Fiscal Year 2012 to be referred to under Capital Fund Grant Number MI28P10550112 PHA Tax Identification Number (TIN):On File DUNS Number:On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number 17

Now Therefore, the ACC(s) is (are) amended as follows:

1. The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for capital and management activities of PHA developments. This amendment is a part of the ACC(s).

2. The capital and management activities shall be carried out in accordance with all HUD regulations and other requirements applicable to the Capital Fund Program.

3. (Check one)

a. For Non-qualified PHAs:

(i) In accordance with the HUD regulations, the Annual PHA Plan has been adopted by the PHA and approved by HUD, and may be amended from time to time. The capital and management activities shall be carried out as described in the CFP Annual Statement/Performance and Evaluation Report (HUD-50075.1).

OR

(ii) If the Annual PHA Plan has not been adopted by the PHA and approved by HUD, the PHA may use its CFP assistance under this contract for work items contained in its CFP-Five-Year Action Plan (HUD-50075.2), before the Annual PHA Plan is approved.

b. For Qualified PHAs:

(i) The CFP Annual Statement/Performance and Evaluation Report (HUD-50075.1) has been adopted by the PHA and verified by HUD. The capital and management activities shall be carried out as described therein.

OR

(ii) If the CFP Annual Statement/Performance and Evaluation Report has not been adopted by the PHA and/or verified by HUD, the PHA may use its CFP assistance under this contract for work items contained in its approved CFP 5-Year Action Plan (HUD-50075.2), before the CFP Annual Statement/Performance and Evaluation Report is adopted by the PHA and verified by HUD.

For cases where HUD has approved a Capital Fund Financing Amendment to the ACC (CFP Amendment attached), HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee (Trustee Agreement attached) within 3 days of the due date.

Regardless of the selection above, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the United

States Housing Act of 1937, as amended, (the "Act") and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.

4. Subject to the provisions of the ACC(s) and paragraph 3. and to assist in the capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.

5. The PHA shall continue to operate each development as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for any public housing or portion thereof and for a period of forty years after the last distribution of CFP assistance for development activities for any public housing and for a period of ten years following the last payment of assistance from the Operating Fund to the PHA. However, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any development(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition of any development covered by this amendment shall occur unless approved by HUD.

6. The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.

7. Implementation or use of funding assistance provided under this Amendment is subject to the attached corrective action order(s).

(mark one) : [ ] Yes [ ] No

8. The PHA acknowledges its responsibility for adherence to this Amendment.

9. At a public housing development level and in the format and frequency established by HUD, the PHA is required to report on all Capital Fund grants awarded that have not closed, including information on the installation of energy conservation measures.

The parties have executed this Agreement, and it will be effective on March 12, 2012. This is the date on which CFP assistance becomes available to the PHA for obligation.

Signature lines for U.S. Department of Housing and Urban Development and PHA Executive Director with dates 3/6/12 and 3/5/2012.

**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  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.

Highland Park Housing Commission  
PHA Name

M1-105  
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2012 - 2016

Annual PHA Plan for Fiscal Years 2012 - 2016

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

Jerome Drain

Title

President, Board of Commission

Signature

Jerome Drain

Date

7/23/2012

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

HIGHLAND PARK HOUSING COMMISSION

Program/Activity Receiving Federal Grant Funding

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.)

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  
CAROLE LOVE

Title  
INTERIM EXECUTIVE DIRECTOR

Signature

x *Carole Love*

Date

7/24/2012

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

HIGHLAND PARK HOUSING COMMISSION

Program/Activity Receiving Federal Grant Funding

Low Income Public Housing / CFP

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

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

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

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

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

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

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

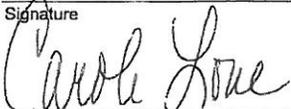
Name of Authorized Official

CAROLE LOVE

Title

INTERIM EXECUTIVE DIRECTOR

Signature



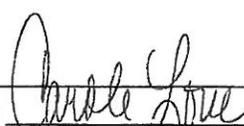
Date (mm/dd/yyyy)

07/23/2012

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure.)

Approved by OMB  
0348-0046

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  <b>Congressional District, if known:</b> 4c	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  HIGHLAND PARK HOUSING COMMISSION 13725 JOHN R, HIGHLAND PARK, MI 48203  <b>Congressional District, if known:</b> 14	
<b>6. Federal Department/Agency:</b> DEPT. OF HOUSING & URBAN DEVELOPMENT	<b>7. Federal Program Name/Description:</b> ANNUAL PLAN SUBMISSION: CFP MI28P10550112  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI):	<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI):  <div style="text-align: center;">             Signature: _____            Print Name: CAROLE LOVE            Title: INTERIM EXECUTIVE DIRECTOR            Telephone No.: 313.868.4500      Date: 07/23/2012         </div>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	<b>Federal Use Only:</b>	
		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

**Civil Rights Certification**

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

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

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

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

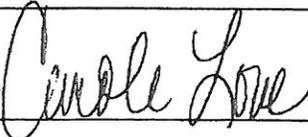
HIGHLAND PARK HOUSING COMMISSION

MI105

\_\_\_\_\_  
 PHA Name

\_\_\_\_\_  
 PHA Number/HA Code

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

Name of Authorized Official		CAROLE LOVE		Title		INTERIM EXECUTIVE DIRECTOR	
Signature				Date		07/23/2012	



## BOARD OF COMMISSIONERS

JEROME DRAIN, PRESIDENT  
KURT SWANSON, VICE PRESIDENT  
SHAMAYIM SHU HARRIS  
LAWRENCE JOHNSON  
CATHERINE PERKINS

## Resident Advisory Board/Tenant Council

The HPHC has two resident forums that exist for the progress improvement of the agency. The Tenant Council represents the senior facility (Downes Manor); the Resident Advisory Board represents the scattered site residents. Both groups meet monthly to discuss ideas and plan activities to enhance the quality of life for residents.

In addition to the annual plan meeting and a resident survey, the Interim Executive Director met with each group to share and gather information about the agency's Plan for 2012-2016. All comments and recommendations were considered and incorporated into Section 5.2 of the plan.

### Resident Advisory Board

Jerry Reeves  
Deborah Doutherd  
Natasha Tyler  
Lisa Wilder

### Tenant Council

Manuel Havis (President)  
Sylvia Williams (Vice-President)

## HPHC 2012 GOALS & STRATEGIES

We have been able to maintain our mission to promote adequate and affordable housing, through the utilization of previous Capital funds and the proper application of our public housing policies. We are continuing to address public housing vacancies very aggressively and our PHAS scores indicate that other operational issues are being positively addressed.

Capital funds have been utilized to provide modernization of our property and our FY 2012 application will continue that effort. We've identified several goals to improve the lives of residents through implementation of programs that provide safe, decent, affordable housing to families and disabled residents. Here's a summary of our goals and strategies:

- To come off of the troubled housing list and to drastically improve the housing community:
  - Complete Recovery Plan Agreement
  - Stabilize the agency's finances (increase revenue, decrease expenditures)
  
- Increase the availability of decent, safe, and affordable housing:
  - Reduce vacancies
  - Leverage private/public funds to create additional housing opportunities/programs
  - Acquire and/or build units or developments
  
- Improve the quality of housing
  - Improve public housing management: (PHAS score)
  - Increase customer satisfaction
  - Concentrate on efforts to improve specific management functions (e.g., unit inspections, safety and ADA compliances)
  - Renovate/modernize units
  - Demolish or dispose of obsolete housing
  
- Improve community quality of life and economic vitality
  - Provide an improved living environment
  - Implement public housing security improvements
  - Partner with business to get economic opportunity
  - Get Tenant Council, Resident Advisory Board and Floor Captains more involved
  
- Promote self-sufficiency and asset development of families and individuals
  - Promote self-sufficiency and asset development of assisted households
  - Increase the number and percentage of employed persons in assisted families
  - Provide or attract supportive services to improve assistance recipients' employability (Section 3, Maintenance Apprentice Program)



## HIGHLAND PARK HOUSING COMMISSION

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### Violence Against Women Act AHA Policy

The Policy will assist the Highland Park Housing Commission in providing rights under the Violence Against Women Act to its Applicants, Public Housing residents, Section 8 participants and Multi Family program participants.

**1.0 Purpose:** The purpose of this policy is to reduce domestic violence, dating violence, and stalking and to prevent homelessness by:

- a. protecting the safety of victims;
- b. creating long-term housing solutions for victims;
- c. building collaborations among victim service providers; and
- d. assisting HPHC to respond appropriately to the violence while maintaining a safe environment for HPHC employees, tenants, applicants, Section 8 participants, program participants and others.

**2.0 Mission Statement:** HPHC's policy is to comply with the 2005 VAWA Pub. L. 109-162; Stat. 2960 signed into law on January 5, 2006 and codified at 42 U.S.C. §1437d (1) and 1437f (d), (o) & 1 and (u). HPHC shall not discriminate against an applicant, public housing tenant, multifamily tenant, Section 8 program participant or other program participant on the basis of the rights or privileges provided under the VAWA.

- **This policy applies to all Highland Park Housing Commission's housing programs.**

**3.0 Definitions:** The definitions in this Section apply only to this policy.

**3.1 Confidentiality:** Means that HPHC will not enter information provided to HPHC under 4.2 and 4.3 into a shared database or provide this information to any related entity as stated in 4.4.

**3.2 Dating Violence:** 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. 42 U.S.C § 147d (u) (3) (A).

**3.3 Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, committed by a person with whom the victim shares a child in common, committed by a person who is cohabitating with or has cohabitated with the victim as a spouse, committed by a person similarly situated to a spouse of the victim under the domestic or family violence laws of South Dakota, or committed 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 South Dakota. 42 U.S.C. § 1437d (u) (3) (B).

**3.4 Homeless, Homeless Individual, and Homeless Person:** A person who lacks a fixed, regular and adequate nighttime residence. Also includes: a) a person who is sharing the housing of other persons due to loss of housing, economic hardship or a similar reason; b) a person living in a motel, hotel, trailer park, or campground due to lack of alternative adequate accommodations; c) a person living in emergency or transitional shelter; d) a person abandoned in a hospital; e) a person awaiting foster care placement; or f) a person who has a primary nighttime resident that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings. VAWA of 2005 § 41403.

**3.5 Involuntary Displacement:** Occurs when a victim has vacated or will have to vacate their housing unit because of domestic violence, dating violence or stalking against the victim.

**3.6 Immediate Family Member:** A spouse, parent, brother or sister, or child of a victim or an individual to whom the victim stands in loco parent; or any other person living in the household of the victim and related to the victim by blood and marriage. 42 U.S.C. § 1437d (u) (3) (D).

**3.7 Long-term Housing:** Is housing that is sustainable, accessible, affordable and safe for the foreseeable future which: a) the person rents or owns; b) is subsidized by a voucher or other program as long as the person meets the eligibility requirements of the program; c) directly provided by HPHC, is not limited and the person meets the eligibility requirements of the program.

**3.8 Perpetrator:** A person who commits an act of domestic violence, dating violence or stalking against a victim.

**3.9 Stalking:** (a) to follow, pursue or repeatedly commit acts with the intent to kill, injure, harass or intimidate the victim; (b) to place under surveillance with the intent to kill, injure, harass or intimidate the victim; (c) in the course of, or as a result of such following, pursuit, surveillance, or repeatedly committed acts, to place the victim in reasonable fear of the death of, or serious bodily injury to the victim; or (d) to cause substantial emotional harm to the victim, a member of the immediate family of the victim or the spouse or intimate partner of the victim. 42 U.S.C. § 1437d (u) (3) (C).

**3.10 Victim:** Is a person who is the victim of domestic violence, dating violence, or stalking under this Policy and who has timely and completely completed the certification under 4.2 and 4.3 or as requested by HPHC.

#### 4.0 Certification and Confidentiality:

**4.1 Failure to Provide Certification Under 4.2 and 4.3:** The person shall provide complete and accurate certifications to HPHC, owner or manager within 14 business days after the party requests in writing that the person completes the certifications. If the person does not provide a complete and accurate certification within the 14 business days, HPHC, the owner or manager may take action to deny or terminate participation or tenancy under: 42 U.S.C. § 1437 l (5) & (6); 42 U.S.C. § 1437 (d) (c) (3); 42 U.S.C. § 1437 f (c) (9); 42 U.S.C. § 1437 f (d) (1) (B) (ii) & (iii); 42 U.S.C. § 1437 f (o) (7) (C) & (D); or 42 U.S.C. § 1437 f (o) (20) or for other good cause.

**4.2 HUD Approved Certification:** For each incident that a person is claiming is abuse, the person shall certify to HPHC, owner or manager their victim status by completing a HUD approved certification form. The person shall certify the date, time and description of the incidents, that the incidents are bona fide incidents of actual or threatened abuses and meets the requirements of VAWA and this Policy. The person shall provide information to identify the perpetrator including but not limited to the name and, if known, all alias names, date of birth, address, contact information such as postal, e-mail or internet address, telephone or facsimile number or other information

**4.3 Other Certification:** A person who is claiming victim status shall provide to HPHC, an owner or manager: a) documentation signed by the victim and 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 domestic violence, dating violence or stalking or the effects of the abuse, in which the professional attests under penalty of perjury (28 U.S.C. § 1746) to the professional's belief that the incident(s) in question are bona fide incidents of abuse; or b) a federal, state, tribal, territorial, local police or court record.

**4.4 Confidentiality:** HPHC, the owner and manager shall keep all information provided to HPHC under this Section confidential. HPHC, owner and manager shall not enter the information into a shared database or provide to any related entity except to the extent that:

- The victim requests or consents to the disclosure in writing;
- The disclosure is required for:
  - Eviction from public or multi-family housing under 42 U.S.C. § 1437 l (5) & (6) (See Section 5 in this Policy);
  - Termination of Section 8 assistance under 42 U.S.C. § 1437 f (C) (9); 42 U.S.C. § 1437 f (d) (l) (B) (ii) & (iii); 42 U.S.C. § 1437 f (o) (7) (C) & (D); or 42 U.S.C. § 1437 f (o) (20) (See Section 5 in this Policy); or
  - The disclosure is required by applicable law.
- **4.5 Compliance Not Sufficient to Constitute Evidence of Unreasonable Act:** The HPHC, owner or manager compliance with Sections 4.1, 4.2 and 4.3 shall alone not be sufficient to show evidence of an unreasonable act or omission by them.

#### 5.0 Appropriate Basis for Denial of Admission, Assistance or Tenancy:

5.1 HPHC shall not deny participation or admission to a program on the basis of a person's victim status, if the person otherwise qualifies for admission of assistance.

5.2 An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be a serious or repeated violation of the lease by victim and shall not be good cause for denying to a victim admission to a program, terminating Section 8 assistance or occupancy rights, or evicting a tenant.

5.3 Criminal activity directly related to domestic violence, dating violence, or stalking engaged in by a member of a tenant's household or any guest or other person under the tenant's control shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim of that domestic violence, dating violence or stalking.

5.4 Notwithstanding Sections 5.1, 5.2 and 5.3 HPHC an owner or manager may bifurcate a lease to evict, remove or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others without evicting, removing, terminating assistance to or otherwise penalizing the victim of the violence who is also a tenant or lawful occupant. 42 U.S.C. § 1437 d (1) (6) (B).

5.5 Nothing in Sections 5.1, 5.2 and 5.3 shall limit the authority of HPHC, an owner or manager, when notified, to honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members when the family breaks up.

5.6 Nothing in Sections 5.1, 5.2 and 5.3 limits HPHC, an owner or manager's authority to evict or terminate assistance to any tenant for any violation of lease not premised on the act or acts of violence against the tenant or a member of the tenant's household. However HPHC, owner or manager may not hold a victim to a more demanding standard.

5.7 Nothing in Sections 5.1, 5.2 and 5.3 limits HPHC, an owner or manager's authority to evict or terminate assistance, or deny admission to a program if the HPHC, owner or manager can show an actual and imminent threat to other tenants, neighbors, guests, their employees, persons providing service to the property or others if the tenant family is not evicted or terminated from assistance or denied admission.

5.8 Nothing in Sections 5.1, 5.2 or 5.3 limits HPHC, an owner or manager's authority to deny admission, terminate assistance or evict a person who engages in criminal acts including but not limited to acts of physical violence or stalking against family members or others.

5.9 A Section 8 recipient who moves out of an assisted dwelling unit to protect their health or safety and who: a) is a victim under this Policy; b) reasonably believes he or she was imminently threatened by harm from further violence if he or she remains in the unit; and c) has complied with all other obligations of the Section 8 program may receive a voucher and move to another Section 8 jurisdiction.

5.10 A public housing or multi-family tenant who wants a transfer to protect their health or safety and who: a) is victim under this Policy; b) reasonably believes he or she was imminently threatened by harm from further violence if he or she remains in the unit; and c) has complied with all other obligations of the housing program may transfer to another HPHC unit, receive a Section 8 voucher and stay in HPHC jurisdiction or move to another Section 8 jurisdiction.

**6.0 Actions Against a Perpetrator:** HPHC may evict, terminate assistance, deny admission to a program or trespass a perpetrator from its property under this Policy. The victim shall take action to control or prevent the domestic violence, dating violence, or stalking. The action may include but is not limited to: a) obtaining and enforcing a restraining or no contact order or order for protection against the perpetrator; b) obtaining and enforcing a trespass against the perpetrator; c) enforcing HPHC or law enforcement's trespass of the perpetrator; d) preventing the delivery of the perpetrator's mail to the victim's unit; e) providing identifying information listed in 4.2; and f) other measures.

**7.0 Notice to Applicants, Participants, Tenants and Section 8 Managers and Owners:** HPHC shall provide notice to applicants, participants, tenants, managers and owners of their rights and obligations under Section 4.4 Confidentiality and Section 5.0 Appropriate Basis for Denial of Admission, Assistance or Tenancy.

**8.0 Preferences:** Families who are victims under VAWA will receive a preference in HPHC's housing assistance programs. Families who have been victims of domestic violence, dating violence or stalking shall provide: a) documentation signed by the victim and 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 domestic violence, dating violence or stalking or the effects of the abuse, in which the professional attests under penalty of perjury (28 U.S.C. § 1746) to the professional's belief that the incident(s) in question are bona fide incidents of abuse; or b) a federal, state, tribal, territorial or local police or court record to establish their victim status under this Policy.

**9.0 Reporting Requirements:** HPHC shall include in its 5 year plan a statement of goals, objectives, policies or programs that will serve the needs of victims. HPHC shall also include a description of activities, services or programs provided or offered either directly or in partnership with other service providers to victims, to help victims obtain or maintain housing or to prevent the abuse or to enhance the safety of victims.

**10.0 Conflict and Scope:** This Policy does not enlarge HPHC's duty under law, regulation or ordinance. If this Policy conflicts with the applicable law, regulation or ordinance, the law, regulation or ordinance shall control. If this Policy conflicts with another HPHC policy, this Policy will control.

**11.0 Amendment:** The Executive Director may amend this policy when it is reasonably necessary to effectuate the Policy's intent, purpose or interpretation. The proposed amendment along with the rationale for the amendment shall be submitted to the Executive Director for consideration. Where reasonably necessary, the Executive Director may approve the amendment. The amendment shall be effective and incorporated on the date that the Executive Director signs the amendment

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	<b>PHA Information</b> PHA Name: <u>HIGHLAND PARK HOUSING COMMISSION</u> PHA Code: <u>MI-105</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <b>TROUBLED</b> <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/01/2012</u>												
2.0	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>198</u> Number of HCV units: _____												
3.0	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
4.0	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <thead> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </tbody> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
PH	HCV												
PHA 1:													
PHA 2:													
PHA 3:													
5.0	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: (2012 to 2016)  The Highland Park Housing Commission is committed to providing affordable quality housing services in a professional, timely, and respectful manner to all housing commission residents, residents of the City of Highland Park, and residents of neighboring communities. The HPHC is determined to develop safe and secure affordable housing communities, while promoting economic opportunities for all Commission residents. HPHC will promote adequate and affordable housing, economic opportunities, and suitable living environments free from discrimination.												

5.2	<p><b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p><b>Goals/Objectives for 2012 through 2016:</b></p> <p><u>Project MI-105/Downes Manor and Scattered Site Housing</u></p> <p>This development includes 98 scattered sites (13 single family homes, four apartment buildings with one/two bedrooms, five row home structures with two bedrooms) and a high rise apartment building for the elderly known as Downes Manor. The Downes Manor is 40 years old and requires several extraordinary maintenance items and modernization to maintain interest in the leasing market, and to comply with housing codes. Between 2012-2016 the following work items will take place at this property: caulking all windows, update community room/kitchen and conference room; replace emergency exit lights; replace interior/exterior (parking lot) lights; replace thermostats; replace community room and common area furniture, replace main entry door and replace carpet and paint as required. Lobby renovations, upgrades for ADA fire evacuation, increase number of handicap accessible units, replace bathroom vanities and appliances where needed, courtyard renovations.</p> <p>The scattered site homes were built starting in 1960 and require constant maintenance and upgrades to maintain interest in the leasing market and to comply with housing codes. Work planned between 2012 and 2016 include: foundation repairs, gutter repairs, replacing appliances, upgrade kitchens, bathroom/ventilation; replace fencing, siding, soffits and down sprouts, waterproof basements (where applicable), and other general modernization and energy efficient modifications as needed.</p> <p>The scattered apartment buildings also require constant maintenance and upgrades to comply with housing codes and enhance security issues. Work planned between 2012 – 2016 include: steel entrance doors; surveillance cameras, flooring replacement, upgrade lobby lights, update bathroom ventilation, repair fencing, resurface parking lots replace interior doors, replace closet doors, energy efficient modifications as needed.</p> <p><u>Miscellaneous Expenses</u></p> <p>Some expenses are planned but are not project specific. These expenses include: contracting the services on an Architectural/Engineering firm, administrative and operational improvements.</p> <p><b>Progress in meeting goals/objectives of 2005-2012 Plans:</b></p> <p>To continue enhancing Highland Park and Wayne County housing stock programs in order to provide housing needs and markets identified for the acquisition, improvement and/or development of additional housing opportunities for the City of Highland Park.</p> <ol style="list-style-type: none"> <li>1. Enhanced the marketability of the HPHC's housing units for additional public housing within the city of Highland Park.</li> <li>2. Achieved and sustained an occupancy rate of 83% throughout the 2009-2011 fiscal years.</li> <li>3. Continuous improvement in customer service initiatives to maintain quality maintenance services to residents of HPHC.</li> <li>4. Ensure work orders are completed in a timely manner. Ensure approved repairs, improvements, and enhancements are completed in a timely manner, while maintaining our goal to achieve a PHAS Physical Condition score of at least 75% for each property.</li> <li>5. Maintain overall attractiveness of the housing development by improving its exterior landscaping. Implement home beautification program as resident incentive to maintain proper curb appeal.</li> <li>6. Initiate disposition to eliminate homes unsuitable for living.</li> </ol>		
6.0	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <ol style="list-style-type: none"> <li>1. Detailed focus on updating financial internal controls, administrative policies and procedures language, and the lease agreements.</li> <li>2. Significant changes to the Admissions and Continued Occupancy Policy (ACOP) by providing detailed language regarding eligibility, selection and admissions, and wait list procedures. Added preference to homeless Veterans. The Admissions and Continued Occupancy Policy (ACOP), is available upon request at the HPHC office.</li> <li>3. The Asset Management Plan addresses maintenance and management and is available at the HPHC office.</li> </ol> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"> HIGHLAND PARK HOUSING COMMISSION  13725 JOHN R STREET  HIGHLAND PARK, MI 48203 </td> <td style="width: 50%;"> CITY OF HIGHLAND PARK  12050 WOODWARD AVENUE  HIGHLAND PARK, MI 48203 </td> </tr> </table>	HIGHLAND PARK HOUSING COMMISSION 13725 JOHN R STREET HIGHLAND PARK, MI 48203	CITY OF HIGHLAND PARK 12050 WOODWARD AVENUE HIGHLAND PARK, MI 48203
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7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p> <p>The agency has plans to submit a disposition to sell/demo some properties within its stock.</p>		
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>		
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> 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>Attached</p>		

8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> 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>Attached</p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p><b>There is a progressive need to address the quality of life for the senior residents, as well providing self-sufficiency opportunities for the non-senior residents. This includes basic literacy and life skills programs, and mentoring programs, a job training facility (i.e., carpentry), and becoming a HUD certified homeownership agency.</b></p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p>The following strategies address how HPHC will address its family's need:</p> <ol style="list-style-type: none"> <li>1. Maximize the number of affordable units available by employing effective maintenance and management policies to minimize the number of units off line; reducing turnover time for vacated public housing units; reducing the time needed to renovate units; look for opportunities to replace units lost to the inventory through mixed-finance development; collaborate with the City to create multi-family development opportunities.</li> <li>2. Target available assistance to families at or below 30% of AMI by adopting rent policies that support and encourage work.</li> <li>3. Target available assistance to families at or below 50% of AMI by employing admissions preferences aimed at families that are working and by adopting rent policies that support and encourage work.</li> <li>4. Develop resident services for the elderly and by outreach to community partners that serve the low-income elderly.</li> <li>5. Develop resident programs for non-elderly residents to enhance skills and promote self-sufficiency.</li> </ol>
10.0	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>Working with a new Board of Commissioners, the agency's focus is on working diligently to become a STANDARD PERFORMER. We are pressing forward in a creative and efficient way to meet our goals, and to be responsive to HUD requirements. To increase customer satisfaction, periodic resident meetings are hosted to discuss concerns, modernization activities, program changes, maintenance issues, and other activities. Over the past six months, HPHC has improved many of its internal controls such as business operations, leasing, maintenance, timely implementation of CFP, and policy updates.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>Substantial deviations or significant amendments or modifications are define as discretionary changes in the plans or policies of the HPHC, that fundamentally change the mission, goals, objectives, or plans of the agency, and require formal approval of the Board of Commissioners.</p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <ol style="list-style-type: none"> <li>(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)</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li> <li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li> <li>(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.</li> <li>(g) Challenged Elements</li> <li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li> <li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li> </ol>

**Capital Fund Program—Five-Year Action Plan**

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

**Part I: Summary**

PHA Name/Number HIGHLAND PARK HC		Locality (City/County & State)HIGHLAND PARK, MI			<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 5	
Development Number and Name	Work Statement for Year 1 FFY_2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016	
B. Physical Improvements Subtotal	Annual Statement	93,685	93,685	93,685	93,685	
C. Management Improvements		38,674	38,674	38,674	38,674	
D. PHA-Wide Non-dwelling Structures and Equipment						
E. Administration		19,337	19,337	19,337	19,337	
F. Other						
G. Operations		38,674	38,674	38,674	38,674	
H. Demolition						
I. Development						
J. Capital Fund Financing -- Debt Service						
K. Total CFP Funds						
L. Total Non-CFP Funds						
M. Grand Total		193,370	193,370	193,370	193,370	193,370



**Capital Fund Program—Five-Year Action Plan**

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

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

Work Statement for Year 2012		Work Statement for Year 2013		Work Statement for Year 2014	
Year 1 FFY	FFY	Year 1 FFY	FFY	Year 1 FFY	FFY
Current	Current	Current	Current	Current	Current
Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
1406 – Agency Wide	1	38,674	1406 – Agency Wide	1	38,674
1408 – Agency Wide	1	38,674	1408 – Agency Wide	1	38,674
1410 – Agency Wide	1	19,337	1410 – Agency Wide	1	19,337
1411 – Agency Wide: Audit	1	3,000	1411 – Agency Wide: Audit	1	3,000
1460 – Downes Manor: Bathroom vanity replacements, energy efficient appliances/toilets closet doors, energy efficient toilets, bathroom and kitchen upgrades; Tuxedo/Trumbull/W. Grand: Upgrade closet doors, energy efficient toilets, bathroom and kitchen upgrades		67,359	1460 – Downes Manor: Bathroom vanity replacements, energy efficient appliances/toilets closet doors, energy efficient toilets, bathroom and kitchen upgrades; Tuxedo/Trumbull/W. Grand: Upgrade closet doors, energy efficient toilets, bathroom and kitchen upgrades		67,359
1470 - Trumbull, Tuxedo, W Grand buildings: Steel entrance doors, surveillance cameras, update stairs and hallways, interior lighting intercom system; DM: Entrance doors, security cameras, interior lighting, intercom system		35,000	1470 - Trumbull, Tuxedo, W Grand buildings: Steel entrance doors, surveillance cameras, update stairs and hallways, interior lighting intercom system; DM: Entrance doors, security cameras, interior lighting, intercom system		35,000
<b>Subtotal of Estimated Cost</b>		<b>\$193,370</b>	<b>Subtotal of Estimated Cost</b>		<b>193,370</b>

Capital Fund Program—Five-Year Action Plan

Part II: Supporting Pages – Physical Needs Work Statement(s)		Work Statement for Year 2015 FFY _____		Work Statement for Year: 2016 FFY _____		
Work Statement for Year 1 FFY 2012 _____	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	1406 – Agency Wide 1408 – Agency Wide: Training related to CFP, consulting services, resident safety	1 1	38,674 10,000	1406 – Agency Wide 1408 – Agency Wide: Training related to CFP, consulting services, resident safety	1 1	38,674 10,000
Statement	1410 – Agency Wide: Technology upgrade, advertisements 1411 – Agency Wide: Audit 1430 – Agency Wide: Architect Engineer, contract services, etc. 1450 – Tuxedo/Trumbull/W. Grand: Exterior lighting and landscaping; DM: ADA updates in units and courtyard upgrade	1 1 1 1	19,337 3,000 5,000 15,000	1410 – Agency Wide: Technology upgrade, advertisements 1411 – Agency Wide: Audit 1430 – Agency Wide: Architect Engineer, contract services, etc. 1450 – Tuxedo/Trumbull/W. Grand: Exterior lighting and landscaping; DM: ADA updates in units and courtyard upgrade	1 1 1 1	19,337 3,000 5,000 15,000
	1460 – Downes Manor: Bathroom vanity replacements, energy efficient appliances/toilets closet doors, energy efficient toilets, bathroom and kitchen upgrades; Tuxedo/Trumbull/W. Grand: Upgrade closet doors, energy efficient toilets, bathroom and kitchen upgrades		67,359	1460 – Downes Manor: Bathroom vanity replacements, energy efficient appliances/toilets closet doors, energy efficient toilets, bathroom and kitchen upgrades; Tuxedo/Trumbull/W. Grand: Upgrade closet doors, energy efficient toilets, bathroom and kitchen upgrades		67,359
	1470 - Trumbull, Tuxedo, W Grand buildings: Steel entrance doors, surveillance cameras, update stairs and hallways, interior lighting intercom system; DM: Entrance doors, security cameras, interior lighting, intercom system		35,000	1470 - Trumbull, Tuxedo, W Grand buildings: Steel entrance doors, surveillance cameras, update stairs and hallways, interior lighting intercom system; DM: Entrance doors, security cameras, interior lighting, intercom system		35,000
	<b>Subtotal of Estimated Cost</b>		<b>\$193,370</b>	<b>Subtotal of Estimated Cost</b>		<b>193,370</b>





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

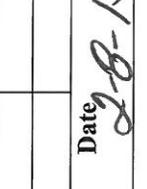
U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary		Grant Type and Number		FFY of Grant: 2012	
PHA Name: HIGHLAND PARK HOUSING COMMISSION		Capital Fund Program Grant No: MI28P105501 12		FFY of Grant Approval:	
		Replacement Housing Factor Grant No:			
		Date of CFFP: 2012			
Type of Grant	<input checked="" type="checkbox"/> Original Annual Statement and Evaluation Report for Period Ending: <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report		Total Actual Cost <sup>1</sup>
Line	Summary by Development Account	Reserve for Disasters/Emergencies	Total Estimated Cost Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>		38,674		
3	1408 Management Improvements		10,000		
4	1410 Administration (may not exceed 10% of line 21)		19,337		
5	1411 Audit		10,000		
6	1415 Liquidated Damages				
7	1430 Fees and Costs		5,000		
8	1440 Site Acquisition				
9	1450 Site Improvement		0		
10	1460 Dwelling Structures		110,359		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

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

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

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

<b>Part I: Summary</b>		FFY of Grant: 2012	
PHA Name: HIGHLAND PARK HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: MI 128P105501 12 Replacement Housing Factor Grant No: Date of CFFP: MARCH 2012	FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Obligated
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	193,370	193,370
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
		Date: 2-8-13	
		Date	

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









Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing ProgramOMBNo. 2577-0226

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

Expires 4/30/2011

Part I: Summary		Grant Type and Number		FFY of Grant:2011	
PHA Name: Highland Park Housing Commission		Capital Fund Program Grant No: M128P105501-11 Replacement Housing Factor Grant No: Date of CFPP:		FFY of Grant Approval:	
Type of Grant	<input type="checkbox"/> Original Annual Statement and Evaluation Report for Period Ending:3/31/12	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 5 )		
Line	Summary by Development Account	Total Estimated Cost	Obligated	Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Expended	
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	40,000	40,000	40,000	
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	14,897	14,897		
5	1411 Audit	10,000	3,000	10,000	
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	80,000	87,000	65,373	
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures		64,000		
13	1475 Non-dwelling Equipment				
14	1485 Demolition	64,000	0		
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Expires 4/30/2011

<b>Part I: Summary</b>		FFY of Grant: 2011	
PHA Name: Highland Park Housing Commission	Grant Type and Number Capital Fund Program Grant No.: M1128P105501-11 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/12 <input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 5 ) <input type="checkbox"/> Final Performance and Evaluation Report	
<b>Type of Grant</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>	<b>Total Actual Cost<sup>1</sup></b>
		<b>Original</b>	<b>Obligated</b>
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	208,897	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
<b>Signature of Executive Director</b>		<b>Signature of Public Housing Director</b>	
<i>[Signature]</i>		<i>[Signature]</i>	
<b>Date</b>		<b>Date</b>	
2-8-2013			

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
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Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

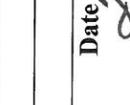
U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary		Grant Type and Number	FFY of Grant: 2010
PHA Name: Highland Park Housing Commission		Capital Fund Program Grant No: MD28P105 501-10	FFY of Grant Approval:
		Replacement Housing Factor Grant No:	
		Date of CFFP:	
Type of Grant	<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/12		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 5 ) <input type="checkbox"/> Final Performance and Evaluation Report
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Obligated
		Revised <sup>2</sup>	Expended
1	Total non-CFFP Funds		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	50,603	50,603
3	1408 Management Improvements	36,604	11,969
4	1410 Administration (may not exceed 10% of line 21)	25,000	15,356
5	1411 Audit	10,000	10,000
6	1415 Liquidated Damages		
7	1430 Fees and Costs	20,000	20,000
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures	100,807	100,807
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment	10,000	5,703
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

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

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

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

<b>Part I: Summary</b>		FFY of Grant: 2010	
PHA Name: Highland Park Housing Commission	Grant Type and Number Capital Fund Program Grant No: M1128P105 501-10 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/12		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 5 ) <input type="checkbox"/> Final Performance and Evaluation Report	
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>	<b>Total Actual Cost<sup>1</sup></b>
		<b>Original</b>	<b>Obligated</b> <b>Expended</b>
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	253,014	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director 		Signature of Public Housing Director	
Date		Date	
2-8-2013			

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.  
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Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

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

Part I: Summary		Grant Type and Number		FFY of Grant: 2009	
PHA Name: Highland Park Housing Commission		Capital Fund Program Grant No: M128P105501-09		FFY of Grant Approval:	
Date of CFFP:		Replacement Housing Factor Grant No:			
Type of Grant	<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2012	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision no:5 ) <input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	50,700	50,700	50,700	50,700
3	1408 Management Improvements	40,700	40,700	40,700	40,700
4	1410 Administration (may not exceed 10% of line 21)	25,300	25,300	25,300	25,300
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	28,227	28,227	28,227	28,227
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	85,545	85,545	85,545	85,545
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	23,396	0	15,795	15,795
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

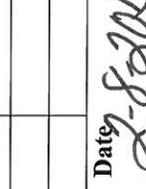
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

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

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

<b>Part I: Summary</b>		FFY of Grant: 2009	
PHA Name: Highland Park Housing Commission	Grant Type and Number Capital Fund Program Grant No: M1128P105501-09 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/12		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 5 ) <input type="checkbox"/> Final Performance and Evaluation Report	
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>	<b>Total Actual Cost<sup>1</sup></b>
		<b>Original</b>	<b>Obligated</b>
18a	1501 Collateralization or Debt Service paid by the PHIA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	253,868	243,567
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director 		Signature of Public Housing Director 	
		Date: 2-8-2013	
		Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
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