



PORTAGE METROPOLITAN HOUSING AUTHORITY

2009 ANNUAL MTW PLAN

Portage Metropolitan Housing Authority (OH 031)
2832 State Route 59
Ravenna, OH 44266

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PMHA Board Approval: October 14, 2008

I. Introduction

- A. Table of Contents (*page 2*)
- B. Overview of the Agency's MTW
Goals and Objectives for the Year (*page 3*)

TABLE OF CONTENTS

	Page:
I. Introduction	
A. Table of Contents	2
B. Overview of the Agency's MTW Goals and Objectives for the Year	3
II. General Housing Authority Operating Information	
A. Housing Stock Information	2
B. Lease Up Information	4
C. Waiting List Information	5
III. Long-term MTW Plan	
IV. Proposed MTW Activities: HUD Approval Requested	
V. Ongoing MTW Activities: HUD Approval Previously Granted	
• Public Housing	2
• Housing Choice Voucher	15
VI. Sources and Uses of Funding	
• Consolidated Budget	
• Capital Funds Budget	
VII. Administrative	2
VIII. Reporting Compliance with Statutory MTW Requirements	9
IX. Additional Information (Non-Moving to Work Program)	9

MAILED DOCUMENTS

- Board Resolution adopting 5007-MTW
- Certifications by State or Local Official of PHA Plans Consistency with the Ohio Consolidated Plan (*Ohio Department of Development, City of Ravenna, City of Aurora, Portage County, The City of Kent*)
- Certification of Payments to influence Federal Transactions
- Disclosure of Lobbying Activities
- Certification for a Drug-Free Workplace
- Proof of Publication-Public Hearing

B. Overview of the Agency's MTW Goals and Objectives for the Year

Portage Metropolitan Housing Authority establishes the following goals and objectives for 2009:

1. Achieve and Maintain Excellence in Property Management
 - PMHA will continue to achieve property management results for Public Housing that equate to High Performer status.
 - PMHA will review and amend admissions preferences in 2009 after community consultation and assessment of housing needs in Portage County.
 - PMHA will continue assessing opportunities for simplifying rent calculations
 - Admissions preferences will be reviewed and amended as necessary to meet community needs.

2. Achieve and Maintain Excellence in Tenant-Based Housing Programs
 - PMHA will continue to achieve program results equating to High Performer status.
 - Tenant-based housing programs will be achieve and maintain full lease-up.
 - Five households will become homeowners through the Housing Choice Voucher Homeownership Program in 2009
 - PMHA will review and amend admissions preferences in 2009 after community consultation and assessment of housing needs in Portage County.
 - PMHA will continue assessing opportunities for simplifying rent calculations
 - Admissions preferences will be reviewed and amended as necessary to meet community standards

3. Improve Productivity and Cost Effectiveness
 - A pilot program will be launched in 2009 to explore the effectiveness of electronic funds transfer for the purpose of Housing Assistance Payments to landlords involved in the Housing Choice Voucher Program.
 - PMHA will determine the feasibility of an electronic debit card system for the distribution of utility allowance payments to residents of Public Housing and participants in the Housing Choice Voucher Program.
 - During 2009, electronic direct deposit for PMHA employee payroll will be offered as a voluntary benefit.
 - The Yardi software will be upgraded and staff provided training in the applicable features of the program for managing PMHA programs and operations.

4. Collaborate with Community Partners to Leverage Resources to Benefit Households Assisted by PMHA and Portage County

- PMHA will investigate new funding opportunities to continue supportive services and housing for transitional housing programs operated by PATH and PMHA at Community Estates and Renaissance Place.
- PMHA will investigate methods of inter-agency cooperation that will lessen barriers to assistance for applicants and participants.

II. General Housing Authority Operating Information

- A. Housing Stock Information *(page 2)*
- B. Lease Up Information *(page 4)*
- C. Waiting List Information *(page 5)*

II. General Housing Authority Operating Information

A. Housing Stock Information

Number of Public Housing units planned:

PMHA operates 305 units of Public Housing. There is no intention or expectation that that number will increase during the 2009 Fiscal Year.

General description of any planned significant capital expenditures by development:

Description of any new Public Housing units to be added during the year by development: Portage Metropolitan Housing Authority does not plan to add any new Public Housing units to its Public Housing Program. The inadequate funding provided for conventional Public Housing, and the uncertainty related to its future, does not appear to make adding Public Housing units a viable, long-term option for the agency.

Number of units to be removed from the inventory during the year by development specifying the justification for the removal: PMHA is not specifying a number of units planned to be removed from the Public Housing inventory during the year. PMHA staff will assess the viability of removing housing units from the Public Housing program and converting the units to project-based units, with a decision based on the financial viability of the housing units and projecting the anticipated continued under-funding of the Public Housing Program and the implications of full compliance with HUD asset management directives.

Number of Housing Choice Vouchers units authorized: Portage Metropolitan Housing Authority has 1,524 Housing Choice Vouchers included under Moving to Work provisions. PMHA has an additional 74 Mainstream Housing Choice Vouchers that follow conventional HCV regulations, 18 enhanced Housing Choice Vouchers that follow the regulations and laws applicable to those types of vouchers.

Number of HCV units to be project-based, including description of each project: PMHA has project-based 104 Housing Choice Vouchers under MTW authority.

These projects are:

Coleman Professional Services- Several group homes; residents receive mental health services from Coleman Professional Services.

F&CS- A mixture of duplexes and multi-family (low rise) units; residents receive a variety of supportive service aimed at increases self-sufficiency.

Prospect House- A high rise building for low-income elderly tenants; residents have access to all supportive services provided by Neighborhood Development Services Inc.

CEDCorp/Maple Grove- Row houses/townhouses; residents have access to all supportive services provided by Neighborhood Development Services Inc.

NDS Portage Housing II- Newly constructed tax-credit single-family homes; residents have access to all supportive services provided by Neighborhood Development Services Inc.

NDS Portage Housing III- Newly constructed tax-credit single-family homes; residents have access to all supportive services provided by Neighborhood Development Services Inc.

General description of other housing planned to be managed by the Agency, specifying location, number of units, and type of non-Public Housing/non-HCV assistance:

Descriptions of other housing owned or managed by PMHA are included below. PMHA also administers housing assistance funds for 172 Moderate Rehabilitation housing program units, and 25 Shelter Plus Care housing program units. As of publication, PMHA intends to submit application to renew the funding for the 25 Shelter Plus Care units and seek to add funding from the Department of Housing and Urban Development for 25 more housing units under the program.

Description of other properties owned or managed by the Agency:

PMHA owns several properties, housing and commercial, separate from the Public Housing Program.

Housing:

Portage Landings: Two 12-unit apartment buildings located at 170 Spaulding Drive and 221 Spaulding Drive in Kent. The properties feature 2 1-bedroom units renting for \$460 per month, 18 2-bedroom units renting for \$560 per month, and 4 3-bedroom units renting for \$650 per month. Renters include both Section 8 Voucher holders and residents paying the market rent amount.

616 Virginia Avenue, Kent. This is a single-family home renting for \$589 per month and available to Section 8 or market renters.

614 and 614 ½ Virginia Avenue, Kent. A duplex with units leasing for \$567 per month and available to Section 8 or market renters.

Office Property

PMHA Administration Building: Located at 2832 State Route 59, Ravenna, Ohio, this property serves as home for both office-based and maintenance employees and is centrally-located to PMHA properties throughout the county.

Commercial Properties

219 and 223 West Main Street, Ravenna. This property is currently leased to Triangle Pharmacy, a for-profit entity not affiliated with PMHA except through the lease of the property.

Opportunity Resource Center. Located at 6592 Cleveland Avenue, Ravenna, this property is used by Maplewood Career Center for adult education activities.

B. Lease Up Information

Anticipated number of Public Housing units planned to be leased

PMHA has 305 units that can be used for housing low-income persons. Of those units, 303 units are available for lease for housing. The other two units will be leased to Family and Community Services for its PATH program to provide site-based services to residents at Renaissance Place and Community Estates.

Anticipated number of HCV planned to be leased: PMHA anticipates being fully leased during 2009 for the Housing Choice Voucher Program.

Description of anticipated issues relating to any potential difficulties in leasing units (Public Housing or HCV)

PMHA offers affordable, quality housing in locations that ought to ensure leasing levels of 97% or greater for the year. However, continued under-funding of the Public Housing Program does cause concern that the long-term viability of the housing inventory is jeopardized. With funding levels at 80-85% for Public Housing Operating purposes, and Capital Fund levels also historically declining, Public Housing must work to maintain housing that not only meets standards for decent, safe, and affordable, but also is adequately attractive to persons and families who have other housing alternatives in Portage and neighboring counties.

Unlike Public Housing, the Housing Choice Voucher Program faces potential difficulties in the housing market during 2009. Rents to landlords fall as utility costs rise and fair market rents remain relatively stagnant. As a result, the Housing Choice Voucher program becomes less attractive to potential landlords. Additionally, the number of foreclosed homes creates a greater pool of potential renters competing for virtually the same number of rental units. In Portage County, the amount and availability of security deposit assistance has declined

dramatically in the last year. Unlike the Public Housing Program, where security deposits have been limited to \$50 or the tenant's share of one month's rent (based on income), the Housing Choice Voucher Program allows for the security deposit to be one full month of the market rent for the unit, typically an amount ranging from \$400 to \$1,000 or more. This, in addition to a first month rent payment and deposits and hookup fees for utilities, can make leasing under the Housing Choice Voucher Program difficult for some households.

C. Waiting List Information

Description of anticipated changes in waiting lists:

During the 2009 Year, Portage Metropolitan Housing Authority will consider a transition from a community-wide housing waiting list for Public Housing to a site-based waiting list for individual Public Housing properties. Applications will continue to be received solely through the PMHA main administrative office, located at 2832 State Route 59, Ravenna, Ohio. Even if site-based waiting lists are adopted, PMHA will continue to maintain separate waiting lists for each program.

Description of anticipated changes in the number of families on the waiting list(s) and/or opening/closing of the waiting list: PMHA anticipates have open waiting lists for all programs as of January 1, 2009. The Public Housing waiting lists have been continuously open; the Housing Choice Voucher waiting list re-opened August 4, 2008 after being closed for 21 months. The Public Housing waiting list is expected to increase slightly as housing needs increase in light of the economic conditions and housing market in Portage County. The Housing Choice Voucher waiting list is expected to increase 400% from August 2008 to December 2009, reflecting economic and housing conditions and the pent-up demand created by the closing of the waiting list for the previous two years.

Date the waiting list was last purged: The Housing Choice Voucher waiting list was purged June 5, 2008. As of July 2008, the Public Housing waiting list is in process of being purged and will be completed prior to the beginning of 2009.

III. Long-Term MTW Plan

III. Long-term MTW Plan

Describe the Agency's long-term vision for the direction of its MTW program, extending through the duration of the MTW Agreement:

Portage Metropolitan Housing Authority seeks to develop itself as a top-quality real estate organization with the mission of integrating community services that will assist non-disabled, non-elderly residents in continual economic improvement leading to either homeownership or private market housing; and for elderly and disabled residents, PMHA seeks to provide decent, safe and affordable housing as a matter of choice for each household.

To accomplish the long-term vision, PMHA seeks to continual improvement in streamlining the delivery of housing to low-income families and individuals through improvements in efficiency and effectiveness within its own resources offered by the Federal Government, by developing new, non-governmental sources of funding that will assist in achieving the vision and mission of the housing authority, and through cooperation and collaboration with community partners to leverage resources and strengths to better housing and living conditions for all persons living with Portage County, Ohio.

In this effort, Moving to Work is expected to remain a critical element of achieving these goals. PMHA is committed to developing a rent calculation system that is easier to administer and understand without compromising the agency's commitment to the integrity of federal funds. In addition, PMHA envisions a future rent system that remains affordable to low-income households, but also provides incentive and encouragement to people working to the best of their abilities to improve themselves.

Also, the Moving to Work vision includes removing barriers to rational property management decisions, allowing the agency to administer its real estate inventory with solutions appropriate to the mission. What works in Windham or Ravenna, Ohio may not be the same solution for Cleveland, Ohio or Washington, DC. Local, informed decision-making has brought PMHA to the high performer status it has earned under HUD evaluation to this day; PMHA seeks to provide one example of "how to" that might serve as an example for other housing authorities in finding solutions. PMHA does not seek to provide THE example because the agency is committed to the value that local decision-making will free the creativity of housing authority boards and staffs throughout the nation.

IV. Proposed MTW Activities

- HUD Approval Requested

IV. Proposed MTW Activities: HUD Approval Requested

For this section, the lettered sections grouped under each MTW activity correspond to the format as follows:

- a. Describe each proposed MTW activity
- b. Describe how each proposed activity relates to at least one of the three statutory objectives
- c. Identify and discuss the anticipated impact of each proposed MTW activity on the stated objective
- d. Describe the baselines and proposed benchmarks and metrics that the Agency will use to measure the performance and progress of the MTW activities
- e. Describe the data collection process and the proposed metrics the Agency will use to measure how this activity will achieve one or more of the MTW statutory objectives
- f. Cite the authorization(s) detailed in Attachment C or D of this Restated Agreement that give the Agency the flexibility to conduct the activity, and include the specific citation(s) of the Act or regulation as identified in Attachment C or D of this Restated Agreement that authorize the Agency to make the change; and
- g. Describe the hardship policy (for rent reform initiatives only)

The following list is Moving to Work activities that PMHA proposes to undertake during 2009. PMHA is providing this information for HUD approval as needed and for community comment.

1. PMHA proposes to restrict portability moves out of Portage County for the Housing Choice Voucher Program.
 - a. PMHA will approve requests for portability out of the jurisdiction if the receiving PHA agrees to absorb the voucher or if the applicable payment standard is less than or equal to the applicable PMHA payment standard.
 - b. This activity relates to the statutory objective of reducing costs and achieving greater cost effectiveness in federal expenditures.
 - c. PMHA projects that the agency will experience lower costs due to portability. Port-outs to jurisdictions with higher Fair Market Rents that are not absorbed create a transfer of housing assistance from Portage County (to which it is assigned) to more costly jurisdictions. Few Ohio PHAs operate in higher Fair Market Rent areas than the Akron MSA region, thus creating very little likelihood that portability within Ohio would be inhibited. There would also be the expectation of a minimal decrease in administrative costs not only for Portage Metropolitan Housing Authority but also for the receiving housing authority. PMHA also holds the position that the proposal of limiting portability in this way is more efficient than the

option of requiring receiving PHAs who wish to bill Portage MHA, to administer the ported voucher under the unique requirements of the PMHA Moving to Work voucher. Billed port-outs that are administered under the rent policies of other housing authorities can affect the PMHA budget and thus compromise the ability of PMHA to meet MTW requirements for targeting.

- d. If authorized, PMHA would establish a baseline number of port-outs, and the number of port-outs that are absorbed or billed by the receiving housing authorities. Those numbers would be compared to the number of port-outs absorbed, billed or denied to indicate the results of this activity. The expected result is that port-outs to Ohio housing authorities will be unaffected, as most requests would go to areas with the same or lower Fair Market Rents. Port-outs to jurisdictions to non-Ohio housing authorities are rare, but PMHA expects an increase in absorbed voucher participants.
 - e. The Financial Specialist in the Housing Choice Voucher Program would gather the statistics on existing and on-going portability activity. As an implementation activity, a PMHA employee would conduct an analysis of the time involved in administering a billed voucher for both the Housing Choice Voucher program and the Finance Department of PMHA. The change in portability activity will then be further quantified by multiplying the time saved by the number of transactions involved. PMHA has no way of measuring the time saved by the receiving PHAs from administering a PMHA voucher according to Moving to Work policies.
 - f. This proposal is authorized in Attachment C, Heading D. (1g.), allowing the Agency to establish its own portability policies with other MTW and non-MTW housing authorities. This activity relates to 24 CFR 982.355 (c)(4), in which the receiving PHA is to receive the most recent HUD Form 50058 and related verification information. PMHA does not use HUD Form-50058, but rather HUD Form-50058-MTW, and the calculations and verifications procedures for PMHA differ dramatically from those performed by other housing authorities. Since, under 24 CFR 982.355 (c)(9), the receiving PHA must perform all PHA program functions, "such as reexaminations of family income," PMHA has substantial concern about the cost of the receiving HA attempting to administer a billed voucher according to the MTW Voucher policies created for PMHA voucher participants.
2. PMHA proposes to change the calculation of the housing assistance payment to include consideration of any debts owed by the family to the housing authority by participants of the Housing Choice Voucher Program.

- a. Portage Metropolitan Housing Authority will amend the formula for calculating the monthly housing assistance payment from “gross rent, minus the higher of (a) the total tenant payment; or (b) the minimum rent as required by law” to “Gross rent, minus the higher of the sum of (a) the total tenant payment plus the debt amount owed to PMHA; or (b) the minimum rent as established by PMHA plus the debt amount owed to PMHA.”
- b. This MTW activity would reduce costs to the housing authority and achieve greater cost effectiveness in federal expenditures.
- c. Currently, PMHA has Housing Choice Voucher participants who receive housing assistance, including utility allowance payments, from PMHA despite outstanding debts owed to the housing authority. In some cases, participants will make little no progress on reimbursing PMHA for debts incurred, while continuing to receive assistance. PMHA expects that when implemented, this policy will reduce accounts receivable amounts caused by participants.
- d. PMHA will use benchmarks and metrics that include annual accounts receivable amounts as reflected by financial records and schedules, and the number of households owing debts to the housing authority. PMHA expects a 10% decrease in accounts receivable amounts during the year compared to years prior to policy implementation.
- e. Finance and Housing Choice Voucher staff will prepare information on the number of households who have outstanding debt owed to the housing authority and their progress in satisfying their debts. Finance Department staff prepares the un-audited financial data for submission to HUD and would use information gathered for that submission for analyzing the results of this policy.
- f. This policy change under MTW is authorized under Attachment C, Heading D, (2a) and 24 CFR 982.518.
- g. PMHA views this policy change as a rent reform initiative. As a result, PMHA will allow for ongoing participants to arrange for a repayment plan that will supercede the provision of adding the entire debt amount to the monthly housing assistance payment to serve as a hardship policy for this provision. For former participants still owed utility allowances payments upon departure, the whole utility allowance payment would be withheld and applied to outstanding debt.

3. PMHA proposes that for both Public Housing and Housing Choice Voucher assistance, the housing authority will be permitted to pro-rate utility allowance schedule amounts by as much as the funding pro-ration for the affected program(s).
 - a. Portage Metropolitan Housing Authority seeks authorization to adjust utility allowances by as much as the pro-ration percentages determined by the Department of Housing and Urban Development for both the Public Housing and Housing Choice Voucher Programs, as applicable. While seeking the ability to pro-rate the allowances by 100% of pro-rated amounts, the desired outcomes would be (1) full funding allocated to each program, or (2) establish a smaller pro-ration of utility allowances than that established by HUD.
 - b. This activity is expected to decrease costs to the housing authority and expand housing choice.
 - c. PMHA anticipates that the impact of this proposed activity would be to decrease subsidy levels no worse than the shortage of subsidy provided by HUD. PMHA acknowledges that this activity can serve to increase housing cost burden on households, but offers that in exchange the number of housing units for the Housing Choice Voucher Program will increase. For Public Housing, the proposed activity would assist in the financial viability of the program overall in maintaining housing quality and attractiveness to low-income households.
 - d. PMHA will monitor the following metrics: Housing cost burden for households and the number of landlords and units available for participation in the Housing Choice Voucher Program. PMHA projects that there may be a slight increase in housing cost burden as a result of this activity (if done in isolation from other rent reform activities), and that PMHA would see more landlords willing to offer more units for rental to Housing Choice Voucher participants. PMHA would also expect to be able to offer 1-3 more Housing Choice Vouchers-worth of assistance as a result of this activity, thus expanding slightly the number of persons assisted.
 - e. Data on this activity will be collected by the Section 8 Program Manager and analyzed by the Executive Director and the Section 8 Program Manager.

4. PMHA proposes to simplify and ease the income verification process by accepting the income verification results of other governmental agencies performing income verifications within the previous 90 days for the same household.
 - a. Many households assisted by PMHA also are assisted by the TANF agency in Portage County, Portage County Job and Family Services. As a results, participants, employers, and other involved parties are subjected to multiple requests to verify sources and amounts of income, creating duplication of effort for government and unnecessary effort for participants and their employers. As a result, for those households whose incomes are verified for Medicaid, Food Stamps or TANF cash assistance within 90 days of the annual re-verification of income, PMHA will accept the verification results of the TANF agency as verification of income for purposes of calculating rental share.
 - b. This activity relates to the greater administrative efficiency benefiting the resident/participant and the housing authority, as well as relieving burden upon community members. PMHA expects cost savings as a result of the activity.
 - c. This activity should assist in expediting income verifications for households who participate. Employers and other sources of income will receive fewer inquiries on behalf of the same household from government, lessening one reason for employers to not hire or retain persons receiving assistance. Caseworkers will be freed to conduct more self-sufficiency related activity rather than mailing paperwork and monitoring its return for third-party verifications.
 - d. PMHA will establish a baseline time for income re-verifications under the current procedure versus this proposed activity. Participants/residents will be surveyed as to their satisfaction with the new methods. A quality control sample will be done with households to compare results of traditional PMHA verifications versus the results of using JFS verifications.
 - e. Data will be collected on the number of households verified by this alternate method, the time saved for households and administration and the value of that time, and the comparison results between the conventional PMHA verification method and this alternate governmental verification as to rent determination.
 - f. For Public Housing, this proposal is subject to Attachment C, Heading C, (4) and 24 CFR 960.257 (a) and 24 CFR 960.257 (c).

5. PMHA proposes to implement a Single Fund Budget system with full flexibility, combining Public Housing Operating Funds, Capital Grant Funds, and Housing Choice Voucher funds eligible for use in Moving to Work activities.
 - a. PMHA will utilize the Operating Fund, Capital Grant, and Housing Choice Voucher Funds in an effort to maximize the housing opportunities available to Portage County residents and provide effective use of funds allocated to the agency.
 - b. This activity relates to achieve greater cost effectiveness in Federal expenditures and is expected to help increase housing choices for low-income families.
 - c. The anticipated impact of this activity is to provide greater flexibility in establishing the optimal mix for using Federal funds to meet community-housing needs. It is expected that the activity will also assist in leveraging resources to acquire additional housing for the agency and/or to enable greater use of private market through the voucher program.
 - d. The baseline and metrics for this activity depend on past years' financial data and the financial data at yearend for 2009, and the units of housing provided through affected programs prior to implementation compared to 2009 activities.
 - e. The Finance Department will collect and analyze data from financial data submitted to HUD through un-audited and audited submissions. Public Housing and Housing Choice Voucher staff will compile housing unit data from previous years for comparison to 2009 activity after implementation.
 - f. This activity is authorized under Attachment C., Heading B, (1) and 24 CFR 982.2 and 24 CFR 982.4 and 24 CFR 990.105 (b) and 24 CFR 990.115
6. PMHA will operate a group home for disabled persons as Public Housing
 - a. Each bedroom will be considered a housing unit for the purposes of household determination, rent calculation, operating subsidy and Capital Fund determination; each housing unit will house one household/family for purposes of data submission to PIC; and PHAS inspection protocols will continue as previously established and applied by HUD.
 - b. This activity relates to statutory objectives as follows:

PMHA proposes that the group home authority will permit the housing authority to maintain housing options in Public Housing in the most efficient manner.

Washington Group Home was built 25 years ago as a HUD-approved Public Housing group home for persons with mental retardation and developmental disabilities. PMHA seeks to maintain the existing authorizations to prevent the loss of affordable housing units and services for disabled persons in Portage County.

- c. Anticipated Impact: The PMHA anticipates this authorization will maintain and provide a total of 8 units of Public Housing for persons with disabilities. Eight households at any one time will have permanent housing with needed accompanying services. For these households, PMHA expects that if the Washington Group Home is closed, resident households will have to turn to costlier nursing home options in other communities.
- d. Baseline and Benchmarks: The PMHA will house eight disabled residents at the group home with a 97% occupancy rate.
- e. Data collection will be PMHA tenant leases and 5008 information. This data will be applied to the described baselines and anticipated impacts.
- f. Authorizations: PMHA holds that the specified activity is permitted under the following authorizations described in Attachment C:
B. 1. Single Fund Budget with full flexibility. The property described is and has been fully funded as eight units of Public Housing. The waiver preserves the number of units available for low-income persons with disabilities, under an established funding and monitoring protocol.

C.9.b. Simplification of Property Management Practices

The PMHA proposes a lease, community rules and fees based on an effective, established model that meets tenants' needs, satisfies state and local regulations and permits service providers to offer group home services to allow community living.

C. 15. Available Property. PMHA would continue to offer public housing property at Washington Group Home for providing services and programs at the site.

D. Hardship Policy is not applicable.

V. On-going MTW Activities HUD Approved Previously Granted

- Public Housing (*page 2*)
- Housing Choice Voucher (*page 15*)

V. Ongoing MTW Activities: HUD Approval Previously Granted

For this section, the lettered sections grouped under each MTW activity correspond to the format as follows:

- a. Describe each ongoing MTW activity applicable for the coming year
- b. Describe how each ongoing activity relates to at least one of the three statutory objectives
- c. Identify and discuss the anticipated impact of each ongoing MTW activity on the stated objective, if in the first year of completing this revised Plan; or any anticipated changes in the impact, if in subsequent years
- d. Describe the baselines and benchmarks and metrics that the Agency will use to measure the performance and progress of the MTW activities, if in the first year of completing this revised Plan
- e. Describe the data collection process and metrics the Agency will use to measure how this activity will achieve one or more of the MTW statutory objectives, if in the first year of completing this revised Plan
- f. Cite the authorization(s) detailed in Attachment C or D of this Restated Agreement that give the Agency the flexibility to conduct the activity, and include the specific citation(s) of the Act or regulation as identified in Attachment C or D of this Restated Agreement that authorize the Agency to make the change; and
- g. Describe the hardship policy (for rent reform initiatives only).

PUBLIC HOUSING

1. Minimum Rent

- A.** Minimum Rent of \$25 that will increase by \$25 every two years during tenure in Public Housing, and will be capped to not to exceed \$250 per month, which would be attained after 18 years of Public Housing residency. Households with a head or co-head of household, or spouse who is elderly (62 years of age or older, and/or disabled) will have no minimum rent. Departure or death of the sole elderly or disabled household member will result in the minimum rent requirement being reinstated for remaining household members.
- B. Relationship to Statutory Objectives**
 - Reduces cost and achieves greater cost effectiveness in Federal expenditures
 - Gives incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, education programs, or programs that assist people to obtain employment and become economically self-sufficient

C. Anticipated Impact

- Provides incentive to maintaining employment or other income-producing activities, as well as allowing program participants greater choice in their continuing participation than a time limit feature, which would arbitrarily end the housing assistance regardless of the household's efforts or progress toward self-sufficiency
- Provides increased rent revenue

D. Baselines and Benchmarks

- Baseline data is April 2008 Resident Demographics by household as well as by developments, and 2007 Financial Reports by developments
- Benchmarks include comparative analysis (every six months) of rent revenues; length of residency; average and median rents and incomes; number and percentage of residents participating in employment, training, education and other programs assisting people with self-sufficiency

E. Data Collection Process

- Family Review Reports produced by YARDI on a monthly basis
- Data will be maintained in an Excel Folder

F. Authorization(s)-From Attachment C:

Rent Policies and Term Limits

Section 3(a)(2), 3(a)(3)(A) and Section 6(1) of the 1937 Act and 24 CFR 5.603, 5.611, 5.628, 5.630, 5.632, 5.632 and 960.255 and 966 Subpart A as necessary to implement the 2009 PMHA Annual MTW Plan

G. Hardship Policy for Rent Reform

Hardship Policy allows for self-certification to a hardship condition for up to 2 months per calendar year. This hardship would provide a waiver for the minimum rent during that period, with no obligation on behalf of the resident household to re-pay the waived amount. The PMHA would provide a three-month hardship for the death of a household member, with no obligation to repay the waived minimum rent. There is an automatic and indefinite hardship minimum rent exemption for households that have a senior or disabled head of household, co-head or spouse.

2. Maximum Rent

- A.** Maximum Rent allows for rents set at less than 30% of adjusted income. Maximum rents are \$450 per month for 1 and 2 bedroom units, and \$475 per month for 3 and 4 bedroom units, regardless of income. Households are permitted to reside in public housing for as many as 5 years at these amounts, before having their maximum rent increase to 90% of the HUD Fair Market Rents. (There is no time limit for this higher maximum rent level). Income re-verifications will be biennially for these households. Elderly or disabled households will have no time limit for the ceiling rents.

B. Relationship to Statutory Objectives

- Reduces cost and achieves greater cost effectiveness in Federal expenditures
- Gives incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, education programs, or programs that assist people to obtain employment and become economically self-sufficient
- Increase housing choices for low-income families

C. Anticipated Impact

- Provides incentive to maintaining employment or other income-producing activities, as well as allowing program participants greater choice in their continuing participation than a time limit feature, which would arbitrarily end the housing assistance regardless of the household's efforts or progress toward self-sufficiency
- Provides increased rent revenue, in the sense that, families with higher incomes leaving public housing are typically replaced with extremely low-income families
- Encourages stability at public housing developments resulting in less vacancy and unit turnover costs
- Encourages home-ownership by allowing more disposable income to be used as savings for a down payment
- Promotes housing independence by offering biennially income re-certifications requirements

D. Baselines and Benchmarks

- Baseline data is April 2008 Resident Demographics by household as well as by developments; number of April 2008 Annual Re-Certifications, April 2008 Resident Exit Interviews and 2007 Financial Reports by developments
- Benchmarks include comparative analysis (every six months) of length of residency; vacancy/unit turnover rates; number and percentage of residents leaving public housing for homeownership; rent revenues and number and percentage of residents at maximum rent

E. Data Collection Process

- Family Review Reports produced by YARDI on a monthly basis
- Re-Certification Reports from YARDI
- PMHA monthly Financial Reports by Development
- Resident Exit Interviews (states reason for leaving public housing)
- Weekly vacancy/unit turnover reports
- Data will be maintained in an Excel Folder

**F. Authorization(s)-From Attachment C:
Rent Policies and Term Limits**

Section 3(a)(2), 3(a)(3)(A) and Section 6(1) of the 1937 Act and 24 CFR 5.603, 5.611, 5.628, 5.630, 5.632, 5.632 and 960.255 and 966 Subpart A as necessary to implement the Agency's Annual MTW Plan.

Initial, Annual and Interim Income Review Process

Sections 3 (a)(1) and 3 (a)(2) of the 1937Act and 24 CFR 966.4 and 960.257

3. Elderly and Disabled Rent Re-Certification

- A.** Elderly and disabled households who have 90% or more of their income from Social Security, SSI or other disability payments, and pensions will have a rent re-determination every two years. However, they may choose to have their income reexamined at any time.
- B. Relationship to Statutory Objectives**
- Reduces cost and achieves greater cost effectiveness in Federal expenditures
- C. Anticipated Impact**
- Staff will have additional time to spend on property management and resident quality of life efforts
 - Elderly and disabled residents will have an additional incentive to remain in PMHA housing, thus vacancy and turnover time will be reduced
- D. Baselines and Benchmarks**
- Benchmarks include comparative analysis (every six months) of length of residency; vacancy/unit turnover rates
- E. Data Collection Process**
- Re-Certification Reports from YARDI
 - Weekly vacancy/unit turnover reports
 - Data will be maintained in an Excel Folder
- F. Authorization(s)-From Attachment C:**
Initial, Annual and Interim Income Review Process
Sections 3 (a)(1) and 3 (a)(2) of the 1937Act and 24 CFR 966.4 and 960.257

4. Change in employment income

- A.** Change in employment income resulting in an increase or decrease of \$1,000 in annual income is not processed until the next annual re-certification. However, residents are expected to report changes.
- B. Relationship to Statutory Objectives**
- Reduces cost and achieves greater cost effectiveness in Federal expenditures

- Gives incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, education programs, or programs that assist people to obtain employment and become economically self-sufficient

C. Anticipated Impact

- Staff will have additional time to spend on property management and resident self-sufficiency efforts
- Provides incentive to maintaining employment

D. Baselines and Benchmarks

- Benchmarks include comparative analysis (every six months) of length of residency; vacancy/unit turnover rates
- Baseline data is April 2008 Resident Demographics by household which identifies employment status

E. Data Collection Process

- Family Review Reports produced by YARDI on a monthly basis
- Vacancy/Unit Turnover report updated weekly

F. Authorization(s)-From Attachment C:

Initial, Annual and Interim Income Review Process

Sections 3 (a)(1) and 3 (a)(2) of the 1937Act and 24 CFR 966.4 and 960.257

5. Rent Adjustment for Income Decreases

A. Rent adjustment for income decreases that are expected to be 30 days or longer will be processed. *Note: Decreases in employment income resulting in less than \$1,000 will not be processed until the next annual re-certification.*

B. Relationship to Statutory Objectives

- Reduces cost and achieves greater cost effectiveness in Federal expenditures
- Gives incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, education programs, or programs that assist people to obtain employment and become economically self-sufficient

C. Anticipated Impact

- Reduces Administrative Burden for completion of multiple rent calculations
- Allows 30 days for residents to find new employment or recapture lost income

D. Baselines and Benchmarks

- Baseline data is April 2008 Resident Demographics by household which identifies income sources and amounts
- Benchmarks include comparative analysis (every six months) of income sources and amounts

E. Data Collection Process

- Family Review Reports produced by YARDI on a monthly basis
- Data will be maintained in an Excel Folder

F. Authorization(s)-From Attachment C:

Initial, Annual and Interim Income Review Process

Sections 3 (a)(1) and 3 (a)(2) of the 1937Act and 24 CFR 966.4 and 960.257

6. Assets/Interest Income

A. Neither Assets nor Interest is considered in the income calculation for the purposes of calculating rent.

B. Relationship to Statutory Objectives

- Reduces cost and achieves greater cost effectiveness in Federal expenditures
- Gives incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, education programs, or programs that assist people to obtain employment and become economically self-sufficient
- Increase housing choices for low-income families

C. Anticipated Impact

- Reduces Administrative Burden of having to calculate and verify asset/interest income, which in most cases has minimal, if any, impact on rent amount
- Property Managers will have additional time to devote to tenant issues, which decrease terminations
- Families will be more encouraged to save when asset/interest income is not considered in the income calculation for rent determination
- Low-income families that have asset/interest income are more likely to apply for public housing, thus increasing their housing choices

D. Baselines and Benchmarks

- Baseline data is April 2008 Resident Demographics by household which identifies asset and interest income
- Benchmarks include comparative analysis (every six months) of asset and interest income as well as employment income and length of residency
- Baseline data will also include weekly vacancy report which identifies terminations

E. Data Collection Process

- Family Review Reports produced by YARDI on a monthly basis
- Weekly vacancy reports
- Data will be maintained in an Excel Folder

F. Authorization(s)-From Attachment C:

Rent Policies and Term Limits

Section 3(a)(2), 3(a)(3)(A) and Section 6(1) of the 1937 Act and 24 CFR 5.603, 5.611, 5.628, 5.630, 5.632, 5.632 and 960.255 and 966 Subpart A as necessary to implement the 2009 PMHA Annual MTW Plan

Use of Public Housing as an Incentive for Economic Progress

Section 6 (c) of the 1937 Act and 24 CFR 960.201

7. Overall percentage of income amounts for rent calculations

- A.** Overall percentage of income amounts for rent calculations will be changed from 30% of adjusted gross income to charging 25% of employment income plus 28% of other forms of income. Rent charged will be the greatest of the adjusted income calculation, 10% of gross income, or the minimum rent.

Note: This activity was not implemented due to the necessity of having to reprogram YARDI. However, this activity will be implemented during 2009.

B. Relationship to Statutory Objectives

- Gives incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, education programs, or programs that assist people to obtain employment and become economically self-sufficient

C. Anticipated Impact

- Provides incentive to finding and maintaining employment or other income-producing activities

D. Baselines and Benchmarks

- Baseline data is April 2008 Resident Demographics by household which identifies income sources and amounts
- Benchmarks include comparative analysis (every six months) of employment and other sources of incomes

E. Data Collection Process

- Family Review Reports produced by YARDI on a monthly basis
- Data will be maintained in an Excel Folder

F. Authorization(s)-From Attachment C:

Rent Policies and Term Limits

Section 3(a)(2), 3(a)(3)(A) and Section 6(1) of the 1937 Act and 24 CFR 5.603, 5.611, 5.628, 5.630, 5.632, 5.632 and 960.255 and 966 Subpart A as necessary to implement the 2009 PMHA Annual MTW Plan

8. Drop income deduction of \$500 for employment and education activities

A. This activity was not dropped due the necessity of having to reprogram YARDI. This activity will be eliminated during 2009.

B. Relationship to Statutory Objectives

- Reduces cost and achieves greater cost effectiveness in Federal expenditures

C. Anticipated Impact

- Time-consuming verification of eligibility requirements in order to receive the \$500 income deduction will be eliminated
- Annual and interim re-certifications will be expedited

D. Baselines and Benchmarks

- Baseline data is April 2008 resident logs maintained by the Housing Specialists
- Comparative analysis will be conducted every six months to measure annual and interim certification times

E. Data Collection Process

- Dates indicating the start and completion of the certification process will be analyzed every six months

F. Authorization(s)-From Attachment C:

Rent Policies and Term Limits

Section 3(a)(2), 3(a)(3)(A) and Section 6(1) of the 1937 Act and 24 CFR 5.603, 5.611, 5.628, 5.630, 5.632, 5.632 and 960.255 and 966 Subpart A as necessary to implement the 2009 PMHA Annual MTW Plan

9. Eliminate allowance for non-reimbursed childcare expense

A. This activity was not dropped due the necessity of having to reprogram YARDI. However this activity will be implemented during 2009.

B. Relationship to Statutory Objectives

- Reduces cost and achieves greater cost effectiveness in Federal expenditures

C. Anticipated Impact

- Administrative burden of verifying non-reimbursed childcare expense will be eliminated
- Loss to household will be off-set by implementation of revised MTW activities

D. Baselines and Benchmarks

- Baseline data is April 2008 Resident Demographics by household which identifies households receiving allowance for non-reimbursed childcare expense
- Benchmarks include comparative analysis (every six months) to assess impact of allowance loss on these households

E. Data Collection Process

- Family Review Reports produced by YARDI on a monthly basis
- Data will be maintained in an Excel Folder

F. Authorization(s)-From Attachment C:

Rent Policies and Term Limits

Section 3(a)(2), 3(a)(3)(A) and Section 6(1) of the 1937 Act and 24 CFR 5.603, 5.611, 5.628, 5.630, 5.632, 5.632 and 960.255 and 966 Subpart A as necessary to implement the 2009 PMHA Annual MTW Plan

10. Non-reimbursed medical expenses will be raised from 3% of income to 10% of income.

A. This activity was not implemented due the necessity of having to reprogram YARDI. However this activity will be implemented during 2009.

B. Relationship to Statutory Objectives

- Reduces cost and achieves greater cost effectiveness in Federal expenditures

C. Anticipated Impact

- Administrative burden of verifying non-reimbursed medical expenses will be eliminated
- Loss to household will be off-set by percentage of income amounts for rent calculations

D. Baselines and Benchmarks

- Baseline data is April 2008 Resident Demographics by household which identifies households receiving allowance for non-reimbursed medical expense
- Benchmarks include comparative analysis (every six months) to assess impact of allowance loss on these households

E. Data Collection Process

- Family Review Reports produced by YARDI on a monthly basis
- Data will be maintained in an Excel Folder

F. Authorization(s)-From Attachment C:

Rent Policies and Term Limits

Section 3(a)(2), 3(a)(3)(A) and Section 6(1) of the 1937 Act and 24 CFR 5.603, 5.611, 5.628, 5.630, 5.632, 5.632 and 960.255 and 966 Subpart A as necessary to implement the 2009 PMHA Annual MTW Plan

11. Dependent deduction

- A.** Dependent deduction will be increased from \$480, up to a maximum of 960 to \$500 with a maximum of \$1,000.

(This activity was not implemented due the necessity of having to reprogram YARDI. However this activity will be implemented during 2009).

B. Relationship to Statutory Objectives

- Increase housing choices for low-income families

C. Anticipated Impact

- Low-income families will be encouraged to take advantage of this incentive and apply for public housing

D. Baselines and Benchmarks

- Baseline data is April 2008 PH Wait List
- Benchmarks include comparative analysis (every six months) to assess number applications completed by low-income families seeking public housing

E. Data Collection Process

- Wait-list Reports produced by YARDI
- Data will be maintained in an Excel Folder

F. Authorization(s)-From Attachment C:

Use of Public Housing as an Incentive for Economic Progress
Section 6 (c) of the 1937 Act and 24 CFR 960.201

12. Deduction for senior or disabled adults

- A.** Deduction for senior or disabled adults in the household will be increased from \$400 to \$500, and a household with two or more senior or disabled adults will be allowed up to \$1,000 deduction in rent calculation.

(This activity was not implemented due the necessity of having to reprogram YARDI. However this activity will be implemented during 2009).

B. Relationship to Statutory Objectives

- Increase housing choices for low-income families

C. Anticipated Impact

- Low-income families will be encouraged to take advantage of this incentive and apply for public housing

D. Baselines and Benchmarks

- Baseline data is April 2008 PH Wait List
- Benchmarks include comparative analysis (every six months) to assess number applications completed by low-income families seeking public housing

E. Data Collection Process

- Wait-list Reports produced by YARDI
- Data will be maintained in an Excel Folder

F. Authorization(s)-From Attachment C:

Use of Public Housing as an Incentive for Economic Progress
Section 6 (c) of the 1937 Act and 24 CFR 960.201

13. Deduction for Absent Child

- A.** Deduction for absent child may be claimed when the household head or co-head or spouse is paying child support, but the household would remain subject to the \$1,000 maximum cited earlier.

(This activity was not implemented due the necessity of having to reprogram YARDI. However this activity will be implemented during 2009).

B. Relationship to Statutory Objectives

- Gives incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, education programs, or programs that assist people to obtain employment and become economically self-sufficient
- Increase housing choices for low-income families

C. Anticipated Impact

- Provides incentive to finding and maintaining employment or other income-producing activities

D. Baselines and Benchmarks

- Baseline data is April 2008 Resident Demographics by household which identifies households receiving allowance for non-reimbursed medical expense
- Benchmarks include comparative analysis (every six months) to assess impact of allowance loss on these households

E. Data Collection Process

- Family Review Reports produced by YARDI on a monthly basis
- Data will be maintained in an Excel Folder

F. Authorization(s)-From Attachment C:

Rent Policies and Term Limits

Section 3(a)(2), 3(a)(3)(A) and Section 6(1) of the 1937 Act and 24 CFR 5.603, 5.611, 5.628, 5.630, 5.632, 5.632 and 960.255 and 966 Subpart A as necessary to implement the 2009 PMHA Annual MTW Plan

14. Providing transitional housing

A. Up to 42 units of transitional housing will be set aside for previously homeless families at Renaissance Place and Community Estates. Through partnership with Family and Community Services and its Portage Area Transitional Housing (PATH) program, residents receive on-site intensified case management services as they move toward self-sufficiency.

B. Relationship to Statutory Objectives

- Gives incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, education programs, or programs that assist people to obtain employment and become economically self-sufficient
- Increase housing choices for low-income families

C. Anticipated Impact

- Provides most vulnerable residents of Portage County with the basic need for housing
- Provides previously homeless families with on-site supportive services which emphasizes goal-setting and an establishment of a case plan for self-sufficiency

D. Baselines and Benchmarks

- Baseline data is April 2008 Resident Demographics by household which identifies income and sources
- Benchmarks include comparative analysis (every six months) to assess economic achievement

E. Data Collection Process

- Family Review Reports produced by YARDI on a monthly basis
- Data will be maintained in an Excel Folder

F. Authorization(s)-From Attachment C

Transitional/Conditional Housing Program

This authorization waives certain provisions of Sections 3,4,5,8, and 9 of the 1937 Act and 24 CFR 941, and 960 Subpart B as necessary to implement the 2009 PMHA Annual MTW Plan

15. Maintain existing supportive services arrangements with partners as well as increase the numbers of partners

- A.** Existing supportive services arrangements with local non-profits will be maintained as the PMHA seeks new grants when available that can support self-sufficiency efforts. PMHA is also seeking to simplify rent determination policies to enable staff to spend more time with self-sufficiency topics and referrals to the Portage Workforce Connection. PMHA goals: Increase the number of partners providing supportive services to residents and participants. PMHA Goal: See an increase in households reporting employment to 65% in five years.
- B. Relationship to Statutory Objectives**
- Gives incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, education programs, or programs that assist people to obtain employment and become economically self-sufficient
- C. Anticipated Impact**
- 65% of households will report employment in five years
 - The number of PMHA partners will increase
- D. Baselines and Benchmarks**
- Baseline data is April 2008 Resident Demographics by household which identifies employment income
 - Benchmarks include comparative analysis (every six months) to assess percentage of families reporting employment income
 - Listing of Partners as of April 2008
- E. Data Collection Process**
- Family Review Reports produced by YARDI on a monthly basis
 - Data will be maintained in an Excel Folder
 - Listing of Partners will be up-dated every six months
- F. Authorization(s)-From Attachment C**
Partnerships with For-Profit and Non-Profit Entities
This authorization waives certain provisions of Sections 13 and 35 of the 1937 Act and 24 CFR 941 Subpart F as necessary to implement the 2009 PMHA Annual MTW Plan

HOUSING CHOICE VOUCHER

1. Initial rent burden cap of 50% of adjusted monthly income

A. PMHA will continue to utilize an initial rent burden cap of 50% in an effort to provide families with greater housing choice.

B. Relationship to Statutory Objectives

- Increases housing choices for low-income families

C. Anticipated Impact

- Allows participants to lease units in geographic areas that provide more opportunities and expand the housing choice by approving tenancies that would otherwise be denied

D. Baselines and Benchmarks

- Baseline/benchmark will be the new tenancies that fall in the 41% to 50% of adjusted monthly income range

E. Data Collection Process

- Staff will track the initial rent burdens in connection with new tenancies

F. Authorization(s)-From Attachment C:

Rent Policies and Term Limits

Attachment C, Part D, Section 2.a This authorization waives certain provisions of Sections 8(o)(1), 8(o)(2), 8(o)(3), 8(o)(10) and 8(o)(13)(H)-(I) of the 1937 Act and 24 C.F.R. 982.508, 982.503 and 982.518, as necessary to Implement the Agency's Annual MTW Plan.

2. Exclusion of overtime, bonuses and income from bank assets

A. Exclusion of overtime, bonuses and income from bank assets promotes the accumulation of assets by employed residents. PMHA will exclude interest income earned from bank assets such as checking and savings accounts and Certificate of Deposits.

B. Relationship to Statutory Objectives

- Provides incentive to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient
- Increases housing choices for low-income families

C. Anticipated Impact

- Increases the number of households who accumulate bank assets

D. Baselines and Benchmarks

- Baseline data is the number of households with bank assets and who earn overtime and bonuses

E. Data Collection Process

- Staff will collect the data on this feature

F. Authorization(s)-From Attachment C:

Rent Policies and Term Limits

Attachment C, Part D, Section 2.a This authorization waives certain provisions of Sections 8(o)(1), 8(o)(2), 8(o)(3), 8(o)(10) and 8(o)(13)(H)-(I) of the 1937 Act and 24 C.F.R. 982.508, 982.503 and 982.518, as necessary to Implement the Agency's Annual MTW Plan.

3. Employment and education deductions

- A.** PMHA will continue to give \$500 deductions from annual income where the head of household or spouse is employed 33 hours or more in the same position or is registered as a full-time student at an educational institution, as defined by the standards of the institution, and maintaining a minimum of a 2.0 grade point average

B. Relationship to Statutory Objectives

- Gives incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient

C. Anticipated Impact

- Increase in the number of participants who obtain/maintain full-time employment or increase employment income as well as by the number of participants who are enrolled in formal educational institutions

D. Baselines and Benchmarks

- The number of families with head of households/spouses who are employed full-time or full-time students will be used as the benchmarks to measure the performance and progress of these activities

E. Data Collection Process

- Staff will collect data on full-time students and those who are employed full-time

F. Authorization(s)-From Attachment C:

Rent Policies and Term Limits

Attachment C, Part D, Section 2.a This authorization waives certain provisions of Sections 8(o)(1), 8(o)(2), 8(o)(3), 8(o)(10) and 8(o)(13)(H)-(I) of the 1937 Act and 24 C.F.R. 982.508, 982.503 and 982.518, as necessary to Implement the Agency's Annual MTW Plan.

4. Cap on dependent child deduction

A. PMHA will continue to give a \$480 allowance for each family member (other than the head or spouse), who is disabled or a minor, and for family members who are 18 and older who are full-time students or who are disabled. This allowance is not to exceed \$960, except that current residents (as of April 23, 1999) are entitled to an allowance of \$480 for each family member who is a minor and for family members who were 18 and older and full-time students or who are disabled as of June 1, 2000.

B. Relationship to Statutory Objectives

- Reduces costs and achieve greater cost effectiveness in federal expenditures

C. Anticipated Impact

- HAP expenditures associated with the households outlined above will be reduced

D. Baselines and Benchmarks

- The baselines/benchmarks will be the number of families with three or more dependents

E. Data Collection Process

- Staff will collect data in connection with this feature

F. Authorization(s)-From Attachment C:**Rent Policies and Term Limits**

Attachment C, Part D, Section 2.a This authorization waives certain provisions of Sections 8(o)(1), 8(o)(2), 8(o)(3), 8(o)(10) and 8(o)(13)(H)-(I) of the 1937 Act and 24 C.F.R. 982.508, 982.503 and 982.518, as necessary to Implement the Agency's Annual MTW Plan.

5. Project-based voucher program

A. PMHA will continue to offer project-based Section 8 assistance to non-profit organizations that own rental housing

B. Relationship to Statutory Objectives

- Increase housing choices for low-income families

C. Anticipated Impact

- Increases the supply of rental units and assists the special needs populations obtain suitable housing
- The impact of the ongoing activities will be evidenced in PMHA utilization rate for project-based units

D. Baselines and Benchmarks

- The baseline/benchmark will be the number of approved project-based voucher units and the number of leased project-based voucher units

E. Data Collection Process

- Staff will collect and maintain data on project-based voucher unit leasing

F. Authorization(s)-From Attachment C:

Establishment of an Agency MTW Section 8 Project-Based Program
Attachment C, Part D, Section 7 This authorization waives certain provisions of Sections 8(o)(13)(B and D) of the 1937 Act and 24 C.F.R. 982.1, 982.102 and 24 C.F.R. Part 983 as necessary to Implement the Agency's Annual MTW Plan.

6. MTW Homeownership Program

- A.** PMHA will continue to expand the MTW homeownership program, which identifies families with homeownership as one of their goals, screens the family for eligibility and applies a homeownership assistance payment to participants who purchase a whom under the program

B. Relationship to Statutory Objectives

- Increase housing choices for low-income families

C. Anticipated Impact

- The impact of this activity will be an increase in the number of low-income families owning homes and receiving supportive services aimed at helping families move from renters to homeowners

D. Baselines and Benchmarks

- The baselines/benchmarks will be the number of families currently participating in various aspects of the homeownership program and the number of families who have purchased homes through the program

E. Data Collection Process

- Staff, primarily the Family Self-Sufficiency/Homeownership Coordinator will collect data in connection with this MTW initiative

F. Authorization(s)-From Attachment C:

Homeownership Program
Attachment C, Part D, Section 8 This authorization waives certain provisions of Section 8(o)(15) and 8(y) of the 1937 Act and 24 C.F.R. 982.625 through 982.643 inclusive as necessary to implement the Agency's Annual MTW Plan.

7. Project Based Program

- A.** PMHA will continue to offer Project-Based Section 8 assistance to non-profit or for profit housing entities that own rental housing and provide supportive services to participating residents.

PMHA may attach up to 20% of its voucher assistance to specific units.

The PMHA Project-Based program does not require units to be new construction or rehabilitated units.

The term of HAP contracts will be for a five-year term subject to MTW approval and subject to funding availability.

Participating families may be eligible for a tenant-based voucher after two years of project-based assistance. Families have no right to continue assistance in another program.

Unit selection will be available based on meeting eligibility requirements for the sponsor and the housing unit(s). The process will be open, with advertising and other outreach efforts.

Project-based vouchers may be permitted for transitional housing units as well as permanent housing with supportive services.

B. Relationship to Statutory Objectives

- Increase housing choices for low-income families

C. Anticipated Impact

- The impact of this activity will be an increase in the number of low-income families with special needs.

D. Baselines and Benchmarks

- The baselines/benchmarks will be the number of project-based voucher units approved for inclusion in the program and the number of units leased under the program.

E. Data Collection Process

- Staff will collect data in connection with this MTW initiative

F. Authorization(s)-From Attachment C:

Establishment of an Agency MTW Section 8 Project-Based Program Attachment C, Part D, Section 7 This authorization waives certain provisions of Section 8(o)(15) and 8(y) of the 1937 Act and 24 C.F.R. 982.625 through 982.643 inclusive as necessary to implement the Agency's Annual MTW Plan.

VI. Sources and Uses of Funding

- Consolidated Budget Statement
- Capital Funds Budget

VI. Sources and Uses of Funding

*A. Provide Consolidated Budget Statement
(See budget)*

*B. Planned Sources and Expenditures by Development
(See budget)*

C. Description of changes in sources and uses of MTW funding from previously approved plan: PMHA has not operated under a previous MTW approved plan. PMHA will attempt to increase sources of funding outside of Public Housing Operating Subsidy, Capital Grant Funds, and Section 8 funding. This includes Continuum of Care housing funding, other Federal sources of funding, and potential state and local housing and services funding. PMHA also seeks to further its non-government funding by profitably offering related housing services to non-profits and governmental entities as well as expanding its inventory of non-subsidized rental property.

D. Description of how funding fungibility is planned to be used: PMHA has never previously been authorized to use funding fungibility under Moving to Work, and expects that the first year will see minimal use of this authority. The priority uses for funding fungibility would be as follows:

- Ensure that both Public Housing and Section 8 Housing Choice Voucher programs are funded as equitably as possible while providing for agency long-term success

Plan for use of funding resources to develop a surplus available for use to increase housing choices in Portage County, leveraging additional funds to further acquire and rehab existing housing to add to PMHA inventory and for potential use in furthering a homeownership program.

2008 PMHA EE's			# of annual hrs	SECTION 8
EE#	EE NAME	Labor distribution	2,080 This year	
1	Dean, Diane	W41,RP37, E 22	18,545.90	
2	Decker, Landi	W 100(to even out percents)	3,070.50	
3	Allison, Mary Jo	Section 8 (some PH-recept)	11,201.25 ?	11,201.25
4	Blevins, Cindy	E 60, CFP MI 40	35,505.18	
5	Grau, Donna	W84,CFP9,RP4,L3?	9,800.00	
7	Hahn, Marilyn	Section 8	33,645.04	33,645.04
8	Ligon, Tiana	Section 8-FSS	8,504.18	8,504.18
9	Fought, Ann	Section 8	21,022.77	21,022.77
10	Freeman, Phil	W89,RP1,LHA10	19,661.41	
11	Budd, Carolyn	Section 8-FSS	34,707.92	34,707.92
12	Webb, Kathy	Section 8	3,613.27	3,613.27
13	Rankin, Becky	E54,W27,CFP12,RP4,L3	34,775.31	
14	Johnson, Art	E 100	23,968.05	
16	Simko, Linda	S57,C34,CFP5,RP2,L2	45,736.08	26,069.57
17	Norris, Pat	Section 8	21,678.80	21,678.80
18	Doty, Anna	CFP72,S26,RP1,LHA1	35,294.27	9,176.51
19	Floody, Tami	Section 8	24,991.20	24,991.20
20	Kaminski, Rich	E 100	19,877.52	
21	Hester, Sara	E 100	2,190.00 ?	
22	Hostetler, Michelle	Section 8	13,125.00	13,125.00
24	Knoske, Rick	W89,RP1,LHA10	21,920.50	
25	Marotta, Carol	Section 8	33,282.70	33,282.70
26	Bragg, Debbie	just ROSS 2006?	24,614.72	
27	Craft, Ruth	S14.5,C78.5,CFP5,RP1,L1	32,299.07	4,683.37
28	Dukes, Latesha	Section 8 76, E 16, W 8	17,299.57	13,147.67
29	Tirpak, Marsha	SEC 8 70, E 20, W 10	23,538.11	16,476.68
30	Jones, Janene	Section 8	18,935.28	18,935.28
31	Pesicek, Kelley Sue	Section 8	13,081.25	13,081.25
32	Zawilinski, Fred 9@old	S83,C10,CFP1,RP1,L5	63,276.00 ?	52,519.08
33	Williams, Stacie	E88,CFP9,L3	19,009.54	
36	McGonagle, Nora	Section 8 76, E 16, W 8	8,083.70	6,143.61
37	Neiss, Kyle	E 100	11,690.00	
38	Chritton, Romaine	Cfp45,55R'6/Cfp10,40R'6,50R'7	45,387.06	
40	Shiple, Christine	S20,C76,CFP2,RP1,L1	20,287.90	4,057.58
42	Moss, Sabrina	Section 8-FSS	25,334.40	25,334.40
43	Martin, David	E 100	17,974.94	
49	Nation, Pam	Section 8	42,615.04	42,615.04
54	Selander, Maxie	Section 8	19,009.54	19,009.54
55	Mason, AmyW30,R10	E20,W1.5,CFPMI40,RP1,KCG37.5	28,677.17	
68	Weber, Mike	S63,C33,RP2,L2	49,115.04	30,942.48
71	Wolfe, Steve	Section 8 50, PH CO 50	684.78	342.39
72	Grabski, Marquerite	just ROSS 2006?	3,365.70	
73	Leasure, Shannon	W52,LHA31,S8 11, ED 6	5,083.78	556.17
74	Ricks, Tana	CFP Jobs Training	9,836.13	
75	Weible, Theresa	CFP Jobs Training	2,532.33	
76	Chapman, Robert	CFP Jobs Training-increase?	9,649.50	
77	Rogers, Chris	E 100	19,545.97	
79	Duncan, Tabitha	E88,CFP9,L3 (Prior JT)	4,837.26	

80	Pugh, Donnie	E52,W26,C12,RP5,L5	39,539.76	
	New receptionist	Section 8 76, E 16, W 8	7,800.00	5,928.00
	After-hours&snowplow	LHA2ndPayTot,otherprorate X 2	6,681.30	
	Overtime-paid	Diane,Cindy,Amy,Tami & Maint.	6,068.16	173.92
	Overtime-projected	Doubled 1st half of the year	6,068.16	173.92
	2 Add'l Job Trainee's	30 hrs wk @ \$7 hr start Aug.	8,400.00	
	TOTALS		1,078,038.01	495,138.57
T	<i>Traced to recent time re</i>	BUDGET	(1,152,123.00)	PH split
		EXTRA?	(74,084.99)	PH units
		PERCENT TO THE TOTAL		45.93%
	ADMIN			
	MAINT			
	CHECK TOTALS			
	diff s/b AH & OT			

#1 PUBLIC HOUSING	# 2 PUBLIC HOUSING	CO-PUBLIC HOUSING	RENTAL PROP	CAPITAL FUND 501-06 & '07	CAPITAL FUND M I , JT & MTW	ROSS '06 & '07 GRANTS	LHA
4,080.10	7,267.82 3,070.50		6,861.98			336.00	
21,303.11	8,232.00		392.00	882.00	14,202.07		294.00
	17,498.65		196.61				1,966.14
18,778.67 23,968.05	9,389.33		1,391.01	4,173.04			1,043.26
		15,550.27	914.72	2,286.80			914.72
			352.94	25,411.88			352.94
19,877.52 2,190.00							
	19,509.24		219.20				2,192.05
						24,614.72	
		25,354.77	322.99	1,614.95			322.99
2,767.93 4,707.62	1,383.97 2,353.81						
16,728.39 1,293.39 11,690.00	646.70	6,327.60	632.76	632.76 1,710.86			3,163.80 570.29
		15,418.81	202.88	405.76	12,481.44	32,905.62	202.88
17,974.94							
5,735.43	5,376.29		1,957.58		11,470.87		
		16,207.96 342.39	982.30				982.30
	2,621.20					3,365.70	1,588.68
					9,836.13 2,532.33 9,649.50		
19,545.97 1,789.29				435.35	2,467.50		145.12

20,560.68	10,280.34		1,976.99	4,744.77			1,976.99
1,248.00	624.00						
3,846.06	1,770.41		488.39				576.44
4,262.85	1,431.99		199.40				
4,262.85	1,431.99		199.40				
					8,400.00		
206,610.85	92,888.24	79,201.80	17,291.16	42,298.17	62,639.84	61,222.04	16,292.60
0.6898547	0.310145						
0.6885246	0.311475						
19.17%	8.62%	7.35%	1.60%	3.92%	5.81%	5.68%	1.51%
87,604.31	35,990.61		12,053.59				7,992.30
101,927.16	49,909.43		2,392.81				7,723.86
189,531.47	85,900.04		14,446.40				15,716.16
(17,079.38)	(6,988.20)		(2,844.77)				(576.44)

ETNA DEV	KENT CITY 08 GRANT	GRAND TOTALS	check figures
		18,545.90	0.00
		3,070.50	0.00
		11,201.25	0.00
		35,505.18	0.00
		9,800.00	0.00
		33,645.04	0.00
		8,504.18	0.00
		21,022.77	0.00
		19,661.41	0.00
		34,707.92	0.00
		3,613.27	0.00
		34,775.31	0.00
		23,968.05	0.00
		45,736.08	0.00
		21,678.80	0.00
		35,294.27	0.00
		24,991.20	0.00
		19,877.52	0.00
		2,190.00	0.00
		13,125.00	0.00
		21,920.50	0.00
		33,282.70	0.00
		24,614.72	0.00
		32,299.07	0.00
		17,299.57	0.00
		23,538.11	0.00
		18,935.28	0.00
		13,081.25	0.00
		63,276.00	0.00
		19,009.54	0.00
		8,083.70	0.00
		11,690.00	0.00
		45,387.06	0.00
		20,287.90	0.00
		25,334.40	0.00
		17,974.94	0.00
		42,615.04	0.00
		19,009.54	0.00
	4,137.00	28,677.17	0.00
		49,115.04	0.00
		684.78	0.00
		3,365.70	0.00
317.74		5,083.78	0.00
		9,836.13	0.00
		2,532.33	0.00
		9,649.50	0.00
		19,545.97	0.00
		4,837.26	0.00

		39,539.76	0.00
		7,800.00	
		6,681.30	
		6,068.16	
		6,068.16	
		8,400.00	
317.74	4,137.00	1,078,038.01	0.00
0.03%	0.38%	100.00%	

PORTAGE MHA REVENUE & EXPENSE SHEET FY2008			0.68852459	0.3114754										7/18/2008
				63.25%	28.61%		8.13%							6:01pm
<u>LINE ITEM</u>	<u>DESCRIPTION</u>	<u>TOTALS</u>	<u>SECTION 8</u>	<u>#1 PUBLIC HOUSING</u>	<u># 2 PUBLIC HOUSING</u>	<u>CO-PUBLIC HOUSING</u>	<u>RENTAL PROP</u>	<u>CAPITAL FUND 501-06 & '07</u>	<u>CAPITAL FUND M I , JT & MTW</u>	<u>ROSS '06 & '07 GRANTS</u>	<u>LHA</u>	<u>ETNA DEV</u>	<u>KENT CITY 08 GRANT</u>	<u>TOTALS</u>
	REVENUE													
703	NET TENANT RENT REVENUE	711,966		393,812.66	178,153.34		140,000.00							
704	TENANT REVENUE OTHER	50,750		32,100.90	14,521.84		4,127.26							
705	TOTAL TENANT REVENUE	762,716		425,914	192,675		144,127							
<i>ASSET MANAGEMENT FEE INCOME & EXPENSE~</i>														
706	HUD OPERATING GRANTS	1,709,138	1,000,814.00	487,698.49	220,625.51									
706.1	CAPITAL GRANTS(218,750SoftCst)	604,659		169,354.70	278,894.51			64,955.33	91,454.17					
708	OTHER GOV GRANTS	132,764	36,480.00							89,384.17			6,900.00	
711	INVESTMNT INC UNRSTRCTD	155,000	88,000.00	28,918.03	13,081.97		5,000.00				15,000.00	5,000.00		
715	OTHER REVENUE	63,500									62,000.00	1,500.00		
720	INVESTMNT INC RESTRCTD	0												
700	TOTAL REVENUE	3,427,777	1,125,294	1,111,885	705,277	0	149,127	64,955	91,454	89,384	77,000	6,500	6,900	
	EXPENSES ADMIN													
911	ADMIN SALARY	862,944	469,804.17	87,604.31	35,990.61	79,201.80	12,053.59	42,298.17	62,639.84	61,222.04	7,992.30		4,137.00	
912	AUDIT FEES	10,300	5,000.00	3,373.77	1,526.23		200.00				200.00			
915	EE BENEFITS ADMIN	388,325	211,411.88	39,421.94	16,195.77	35,640.81	5,424.12	19,034.18	28,187.93	27,549.92	3,596.53		1,861.65	
916	OTHER OPERATING ADMIN	208,700	150,000.00	35,105.42	15,881.02		4,513.55	3,200.00						
	TENANT SERVICES													
921	TENANT SERVS SALARY-FSS	25,334	25,334.40											
923	EE BENE TENANT SERVC	11,400	11,400.48											
924	TENANT SERV OTHER	7,000		4,200.00	1,900.00								900.00	
	UTILITIES													
931	WATER & SEWER	151,312		98,673.84	44,638.16		8,000.00							
932	ELECTRIC	81,200		52,809.84	23,890.16		4,500.00							
933	GAS	43,996		24,784.13	11,211.87		8,000.00							
	ORD MAINT & OPERATION													
941	MAINT LABOR	162,271		101,927.16	49,909.43		2,392.81				7,723.86	317.74		
942	MAINT & OPER MTRLS & OTHER	223,975	55,000.00	97,753.28	44,221.72		14,000.00				13,000.00			
943	MAINT CONTRACTS incl Trash	189,350		103,406.02	46,778.92		13,295.06				23,000.00	2,870.00		
945	EE BENES MAINT	72,928		45,867.22	22,459.24		1,076.76				3,475.74	49.0903		

	GENERAL EXPENSES													
961	INSURANCE PREMIUMS	116,000	16,950.00	59,923.15	27,108.09		6,200.00	422.98	626.40	612.22	1,157.16	3,000.00		
962	OTHER GENERAL EXP	0												
963	PILOT	27,500		18,934.43	8,565.57									
964	BAD DEBT TENANT RENTS	30,000		18,975.90	8,584.34		2,439.76							
967	INTEREST EXPENSE	16,540					16,540.00							
969	TOTAL OPERATING EXP	2,629,075	944,900.93	792,760.41	358,861.14	114,842.61	98,635.65	64,955.33	91,454.17	89,384.17	60,145.59	6,236.83	6,898.65	
	OTHER EXPENSES													
971	EXTRAORDINARY MAINT	58,750		16,352.46	7,397.54		35,000.00							
973	HAP	0												
974	DEPRECIATION EXP (Noncash)	0												
976	CAPITAL OUTLAY GOV FUNDS	428,249		155,584.21	272,665.00									
977	DEBT PRINCIPAL PYT GOV	40,230					40,230.00							
900	TOTAL EXPENSES	3,156,305	944,901	964,697	638,924	114,843	173,866	64,955	91,454	89,384	60,146	6,237	6,899	
	PROJECTED INCOME	271,472	180,393	147,188	66,353	(114,843)	(24,738)	0	0	0	16,854	263	1	

Capital Fund Program Five-Year Action Plan
Part I: Summary

HA Name:						<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Revision No: _____
Portage Metropolitan Housing Authority							
Development Number/Name/Ha-Wide	Year 1 FFY: 2009	Work Statement for Year 2 FFY Grant: 2009 PHA 2010	Work Statement for Year 3 FFY Grant: 2008 PHA 2011	Work Statement for Year 4 FFY Grant: 2009 PHA 2012	Work Statement for year 5 FFY Grant: 2009 PHA 2013		
OH31-01 Athena Gardens		0.00	0.00	0.00	0.00		
OH31-01 Community Estates		0.00	120,000.00	0.00	0.00		
OH31-02 Scattered Sites		0.00	0.00	66,500.00	34,000.00		
OH31-03 Ravenna Woods		23,750.00	0.00	0.00	0.00		
OH31-04 Eastowne Manor		32,250.00	40,000.00	5,000.00	138,777.00		
OH31-05 Town Square Villas	See	35,000.00	45,720.00	0.00	0.00		
OH31-06 Etna House		31,310.00	0.00	0.00	0.00		
OH31-09 Heritage Knolls	Annual	30,000.00	82,000.00	0.00	0.00		
OH31-10 Ravenna Scattered		0.00	0.00	0.00	0.00		
OH31-11 Washington Group	Statement	0.00	0.00	0.00	12,500.00		
OH31-15 Renaissance/Rehab		137,000.00	0.00	188,760.00	99,500.00		
		289,310.00	287,720.00	260,260.00	284,777.00		
PHA Wide-Operations		102,316.00	102,316.00	102,316.00	102,316.00		
PHA Wide-Management		68,800.00	70,300.00	71,794.00	73,333.00		
PHA Wide-Administrative		51,158.00	51,248.00	51,158.00	51,158.00		
Audit		0.00	0.00	0.00	0.00		
Fees & Costs		0.00	0.00	0.00	0.00		
Non-Dwelling Equipment		0.00	0.00	4,200.00	0.00		
Non-Dwelling Structure		0.00	0.00	21,856.00	0.00		
CFP Funds for 5-year Plan		511,584.00	511,584.00	511,584.00	511,584.00		

Capital Fund Program F

Part I: Summary

PHA Name Portage Metropolitan Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan Revision No:			
Development Number/Name/HA- Wide	Year 1 2009	Work Statement for Year 2 FFY Grant:2009 PHA FY:2010	Work Statement for Year 3 FFY Grant:2009 PHA FY:2011	Work Statement for Year 4 FFY Grant:2009 PHA FY:2012	Work Statement for Year 5 FFY Grant:2009 PHA FY:2013
	Annual Statement				
PHA Wide - Operations		32,466.00	25,452.00	35,000.00	40,000.00
PHA Wide - Management		74,050.00	76,248.00	78,460.00	81,533.00
PHA Wide - Administration		49,885.00	49,885.00	49,885.00	49,885.00
Audit		2,200.00	2,500.00	2,700.00	2,700.00
Fees & Cost		1,000.00	1,000.00	1,000.00	1,500.00
Nondwelling Equipment					
Floor Equipment				4,200.00	
Public Housing Vehicle					
Resident H/C Van					55,766.00
Key System				16,606.00	25,333.00
CFP Funds Listed for 5-year planning					

Replacement Housing
Factor Funds

Capital Fund Program Tables

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages- Work Activities

Activities for Year 1 2009	Activities for year: 2 FFY Grant: 2009 PHA FY: 2010			Activities for Year: 3 FFY Grant: 2009 PHA FY: 2011	
	Development Number/Name	Major Work Categories	Estimated Cost	Development Number/Name	Major Work Categories
See Annual Statement		1450 - SITE IMPROVEMENTS			1450 - SITE IMPROVEMENTS
	OH31-03 Ravenna Woods	Install Clean Outs	23,750.00		
	OH31-04 Eastowne Manor	Removal of Trees & Stumps	22,250.00		
	OH31-05 Town Square Villas	Replace Gas Meters & Lines	35,000.00		
	OH31-09 Heritage Knolls	Replace Gas Meters & lines	30,000.00		
	OH31-15 Renaissance Place	Replace Asphalt Driveway	123,000.00		
		1460 - DWELLING STRUCTURES			1460 - DWELLING STRUCTURES
	OH31-04 Eastowne Manor	Replace Heaters in Vestibule	5,000.00	OH31-1 Community Estates	Windows
		ADA Shower/Bath/Commode	5,000.00	OH31-04 Eastowne Manor	Concrete Work ADA Shower/Bath/Commode
	OH31-06 Etna House	Restore Copula/Gutters/Downs	31,310.00		
		1465 - DWELLING EQUIPMENT			1465 - DWELLING EQUIPMENT
	OH31-15 Acquisition Rehab Polly (2), St Rt 700, Fairview	Replace Appliances	5,000.00		
		Replace Furnaces	9,000.00	OH31-09 Heritage Knolls	Replace Appliances
		1470 - NON-DWELLING STRUCTURE			1470 - NON-DWELLING STRUCTURE
Subtotal of Estimated Cost		289,310.00	Subtotal of Estimated Cost		

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages- Work Activities

Activities for Year 1	Activities for year: 4			Activities for Year: 5	
	FFY Grant: 2009	2009		FFY Grant: 2009	2009
	PHA FY: 2012	2012		PHA FY: 2013	2013
2009	Development Number/Name	Major Work Category	Estimated Cost	Development Number/Name	Major Work Category
See Annual Statement		1450 - SITE IMPROVEMENTS			1450 - SITE IMPROVEMENTS
	Scattered Site - Elm Stree - 227 S. Walnut Street	Drainage	5,500.00		
		Drainage	5,500.00		
		1460 - DWELLING STRUCTURES			1460 - DWELLING STRUCTURES
	OH31-02 Scattered Site - Elm Street - 227 S. Walnut Street	Basement Drainage/Waterproofing	12,500.00	OH31-02 Scattered Sites 4325, 4327, 4333 & 4339 Marks A	Rehab Units
		Rehab Porches	12,500.00		
		Basement Drainage	5,500.00		
	OH31-15 Acquisition Rehat	Rehab entire units (5)	43,260.00	OH31-04 Eastowne Manor	Replace Windows ADA Shower/Bath Commode
	OH31-15 Renaissance Place	Windows	145,500.00		
	OH31-04 Eastowne Manoi	ADA Shower/Bath Commode	5,000.00		
				OH31-11 Washington Group	Replace Flooring
				OH31-15 Renaissance Place	Replace Flooring
		1465 - DWELLING EQUIPMENT		OH31-02 Scattered Sites 4325,4327,4333 & 4339 Marks	1465 - DWELLING EQUIPMENT
				OH31-15 Renaissance Place	Replace furnaces and ductwork
					Replace Appliances
	1470 - NON-DWELLING STRUCTURE			1470 - NON-DWELLING STRUCTURE	
Scattered Sites	Replace Sheds As Needed	25,000.00			
Total CFP Estimated Cost			260,260.00	Total CFP Estimated Cost	

Estimated Cost
120,000.00
35,000.00
5,000.00
45,720.00
47,000.00
35,000.00
287,720.00

Estimated Cost
25,000.00
133,777.00
5,000.00
12,500.00
62,500.00
9,000.00
37,000.00
284,777.00

Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statements
 Capital Funding Program (CFP)

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

OMB Approval No. 2577-0157

Work Statement for Year 1 FFY: 2009	Work Statement for Year: 2 FFY: 2010			Work Statement for Year: 3 FFY: 2011		
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	1406 - OPERATIONS			1406 - OPERATIONS		
	Operating Budget		102,316.00	Operating Budget		102,316.00
	1408 - MANAGEMENT IMPROVEMENTS			1408 - MANAGEMENT IMPROVEMENTS		
	Resident Security		2,500.00	Resident Security		2,500.00
	Resident Job Training Program, Business Development Program		18,000.00	Resident Job Training Program, Business Development Program		18,000.00
	Coordinator of Social Service for Drug Elimination		48,300.00	Coordinator of Social Service for Drug Elimination		49,800.00
	1410 - ADMINISTRATION			1410 - ADMINISTRATION		
	Administration Salaries		36,663.00	Administration Salaries		36,663.00
	Administration Fringes		13,895.00	Administration Fringes		13,985.00
	Advertising		600.00	Advertising		600.00
	1411 - AUDIT			1411 - AUDIT		
	1430 - FEES & COSTS			1430 - FEES & COSTS		
	1475 - NONDWELLING EQUIPMENT			1470 - NONDWELLING STRUCTURE		
			1475 - NONDWELLING EQUIPMENT			
	Subtotal of Estimated Cost		222,274.00	Subtotal of Estimated Cost		223,864.00

Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statements
 Capital Funding Program (CFP)

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

OMB Approval No. 2577-0157

Work Statement for Year 1 FFY: 2008	Work Statement for Year: 4 FFY: 2011			Work Statement for Year: 5 FFY: 2012			
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	1406 - OPERATIONS			1406 - OPERATIONS			
	Operating Budget		102,316.00	Operating Budget		102,316.00	
	1408 - MANAGEMENT IMPROVEMENTS			1408 - MANAGEMENT IMPROVEMENTS			
	Resident Security		2,500.00	Resident Security		2,500.00	
	Resident Job Training Program, Business Development Program		18,000.00	Resident Job Training Program, Business Development Program		18,000.00	
	Coordinator of Social Service for Drug Elimination		51,294.00	Coordinator of Social Service for Drug Elimination		52,833.00	
	1410 - ADMINISTRATION			1410 - ADMINISTRATION			
	Administration Salaries		36,663.00	Administration Salaries		36,663.00	
	Administration Fringes		13,895.00	Administration Fringes		13,895.00	
	Advertising		600.00	Advertising		600.00	
	1411 - AUDIT			1411 - AUDIT			
	1430 - FEES & COSTS			1430 - FEES & COSTS			
	1470 - NONDWELLING STRUCTURE			1470 - NONDWELLING STRUCTURE			
	1475 - NONDWELLING EQUIPMENT			1475 - NONDWELLING EQUIPMENT			
Floor Equipment		4,200.00					
Subtotal of Estimated Cost			229,468.00	Subtotal of Estimated Cost			226,807.00

Annual Statement/Performance and Evaluation Report

Capital fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

HA Name: Portage Metropolitan Housing Authority	Grant Type and Number: OH12PO3150109 Capital Fund Program Grant No: 2009 Replacement Housing Factor Grant No.2009 Federal FY of Grant: <div style="text-align: right;">2009</div>
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<input checked="" type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual statement/Revision Number _____
<input type="checkbox"/> Performance and Evaluation report for Program Year Ending _____	<input type="checkbox"/> Final Performance and Evaluation Report _____	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations	102,316.00	0.00	0.00	0.00
3	1408 Management Improvements	67,000.00	0.00	0.00	0.00
4	1410 Administration	51,158.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	83,110.00	0.00	0.00	0.00
10	1460 Dwelling Structures	199,500.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	3,500.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	5,000.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collaterization or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00
21	Amount of Annual Grant (Sum of Lines 2-20)	511,584.00	0.00	0.00	0.00
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of line 21 Related to Section 504 Compliance	5,000.00	0.00	0.00	0.00
24	Amount of line 21 Related to Security - Soft Costs	2,000.00	0.00	0.00	0.00
25	Amount of line 21 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
26	Amount of line 21 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00

, Director September , 2008

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Portage Metropolitan Housing Authority		Grant Type and Number:OH12PO3150109 Capital Fund Program Grant No: 2009 Replacement Housing Factor Grant No: 2009			Federal FY of Grant: 2009			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No. Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
HA-Wide	Operations	1406		102,316.00	0.00	0.00	0.00	
HA-Wide	Management Improvements	1408						
	Resident Security			2,000.00	0.00			
	Develop Job Training & Business							
	Develop Programs	1408.7		15,000.00	0.00			
	Coordinator of Social Services for Drug Elimination			46,500.00	0.00			
	Administrative/Management Improvements	1408.9		3,500.00				
	Total for Management Improvement			67,000.00	0.00	0.00	0.00	
HA-Wide	Administration	1410						
	a. Salaries	1410.1		36,663.00	0.00			
	b. Fringe Benefits	1410.9		13,895.00	0.00			
	c. Advertising	1410.19		600.00	0.00			
	Total for Administration			51,158.00	0.00	0.00	0.00	
HA-Wide	Fees & Costs	1430						
	a. Architect			0.00	0.00			
	b. Planning Fees			0.00				
	Total for Fees & Costs			0.00	0.00	0.00	0.00	
HA-Wide	Nondwelling Structures	1470						
	Total for Nondwelling Structures			0.00	0.00	0.00	0.00	
HA-Wide	Nondwelling Equipment	1475						
	a. Office/Maintenance Equipment			3,500.00	0.00			
	b. Vehicle							
	Total for Nondwelling Equipment			3,500.00	0.00	0.00	0.00	
HA-Wide	Relocation Cost	1495.1		0.00	0.00	0.00	0.00	
HA-Wide	Contingency	1502		0.00	0.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Portage Metropolitan Housing Authority		Grant Type and Number:OH12PO3150109 Capital Fund Program Grant No: 2009 Replacement Housing Factor Grant No: 2009				Federal FY of Grant: 2009		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised	Funds Obligated	Funds Expended	
OH31-01 Athena Gardens	Concrete Sidewalks & Slabs Privacy Fences	1450	All All	38,000.00 45,110.00				
			All					
	Total for Site Improvements			83,110.00	0.00	0.00	0.00	
OH31-01 Athena Gardens		1460						
OH31-01 Community Estates								
OH31-02 Scattered Sites								
OH31-03 Ravenna Woods	Replace Flooring Replace Door & Thresholds Replace Utility Doors		All All All	55,000.00 35,000.00 15,500.00				
OH31-04 Eastowne Manor	Replace Flooring ADA Bath/Shower & Commode		All 1	47,000.00 5,000.00				
OH31-05 Town Square Villas								
OH31-06 Etna House	Replace Flooring		All	42,000.00				
OH31-09 Heritage Knolls								
OH31-10 Ravenna Single Homes								
OH31-11 Washington Group Home								
OH31-15 Acquisition Rehab/ Sites								
	Total for Dwelling Structures			199,500.00	0.00	0.00	0.00	
		1465						
	Total for Dwelling Equipment-Nonexp.			0.00	0.00	0.00	0.00	
		1470						
	Total for Non dwelling Structures			0.00	0.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHG) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH31-01 Athena Gardens							
OH31-01 Community Estates							
OH31-02 Scattered Sites							
OH31-03 Ravenna Woods							
OH31-04 Eastowne Manor							
OH31-05 Town Square							
OH31-06 Etna House							
OH31-09 Heritage Knolls							
HA-Wide Physical Improvements							
HA-Wide Mgmt. Impr. Administration Fees & Costs Contingency							

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

- VII. Administrative (page 2)
- VIII. Reporting Compliance with Statutory MTW Requirements (page 9)
- IX. Additional Information (Non-Moving to Work Program) (page 9)

VII. Administrative

A. Board Resolution adopting 50077-MTW

The Board Resolution adopting 50077-MTW is mailed.

B. Documentation of Public Hearing and Public Comment Period

The documentation that at least one public hearing was held, the plan was available for at least thirty days and that the Agency took into consideration public and resident comment before approval of the Plan by the Board of Commissioners follows:

1 Public and Resident Comment:

May 19, 2008

A meeting of the Resident Advisory Committee was held May 19, 2008 at 3:00 p.m. at Etna House, 4th floor Community Room. Residents in attendance were Joanne Bacy; Clara London; Cecelia Taylor; Carolyn McElwain; Virginia Barnosky; Maurice Near; Linda Near, Olga Kitzmiller; Bernard Belknap and Mary Schumaker. Romaine Chritton represented the PMHA. Agenda items included:

- I. Safety and Security Concerns
- II. Ideas for Capital Funds
- III. Up-date on ROSS Grants
- IV. Other Matters

Safety and Security

Overall residents feel safe. They requested security cameras be placed near the fire escape exit, because they believe a daughter of a resident who is on the "No Trespass" list enters and exits the building from this point. Residents also mentioned that scissors, sugar, and other items have gone missing from the Community Room, and they feel that a camera in this location would be beneficial. A camera in the stairwell was also recommended, because it is believed that guests smoke on the steps. A suggestion was made to install a pull cord system in the Community Room in case a resident is alone and becomes ill while in this area.

Capital Funds

Ideas for building improvements include: replacement of floor tiles in units; updated drapes in units and the Community Room; a small stove and new tables/chairs for the Community Room; replacement of carpeting in units and common areas; repaint units and entry way; replace roof; paint exterior of building; repair leaking air-conditioner; and varnish handrails in hallways.

ROSS Grants

Chritton provided an overview of the ROSS 2007 Elderly & Disabled Persons grant. Residents are looking forward to receiving services.

The meeting was adjourned at 4:00 p.m.

May 23, 2008

A resident meeting was held at Eastowne Manor on May 23, 2008 in the Community Room at 3:00 p.m. Romaine Chritton represented the PMHA. Residents in attendance were: Sandra Norman; Betty Samay; Rose Wilkinson; Rita Eichler; Mary Peterson; Lillian Orum; Alice Dillon; Clara Brooks; Sue Prater; Wanda Love; Cindy Love; Fran Cooley; Edna Linger; R. Linger; Robert Osborne; John Minth; Norma Higgs; Mary Fowler; Audrey Smith; Mary Allen; Harvey Smith and Eileen Barker. Agenda items included:

- I. Safety and Security Concerns
- II. Ideas for Capital Funds
- III. Up-date on ROSS Grants
- IV. Other Matters

Safety and Security

Residents feel safe, and no issues were presented.

Capital Funds

Ideas for capital funds included: new vertical blinds for units; up-date landscape; new kitchen cabinets or paint existing ones white for better visibility; paint wooden trim in lobby; install individual markers for parking spaces; new paint and carpet in halls and lobby; paint units; replace patio flooring and remove old wooden planters on patio.

ROSS Grants

Chritton provided an overview of ROSS 2006 & 2007 grants, and reminded residents who are working to take advantage of self-sufficiency features. Residents are also pleased about the services offered through the Elderly and Disabled Persons program.

The meeting adjourned at 4:05 p.m.

May 23, 2008

A resident meeting was held at Community Estate on May 23, 2008, at the PATH Office at 6:30 p.m. Romaine Chritton represented the PMHA. Residents attending included: L. Richmond; Judy Nagella; Gina Nagella and Amber Crago. Agenda items included:

- I. Overview of Moving-To-Work
- II. Self-Sufficiency Barriers
- III. Safety and Security Concerns
- IV. Ideas for Capital Funds
- V. Up-date on ROSS Grants
- VI. Other Matters

Moving-to-Work

Chritton provided an overview of MTW features. Ceiling Rent and Minimum Rent were received positively as well as the program in general.

Self-Sufficiency

Residents said that finding jobs in the area is difficult due to the amount of job loss suffered in Portage County. It was felt that it is hard to balance between working and getting money to save for a working vehicle to get to work. One resident said that when working, food stamps and other services stop or decrease making it hard to get ahead. In summary, having access to a working vehicle and relying on a system that decreases or eliminates services as income increases pose barriers to economic gains. Chritton pointed out that many residents over the years were able to use public housing as a steppingstone to homeownership because of being able to save earnings.

Safety and Security Concerns

Major concerns expressed were: unsupervised young children; poison ivy by the playground; unauthorized dogs and cats and lack of respect for the property of others.

Capital Funds

Ideas for Capital Funds included: a playground for small children; new front doors, repair fence surrounding the development; new bathroom light fixtures; new closet bars; new bathroom mirrors and floor tiles; and repaint apartments.

ROSS Grants

Residents felt that the ROSS 2006 self-sufficiency program is providing quality services to residents to help them with training and employment. Services were regarded as effective.

The meeting was adjourned at 7:15 p.m.

June 25, 2008

A resident meeting was held at Renaissance Place on June 25, 2008 in the Community Room at 3:00 p.m. Romaine Chritton represented the PMHA. Residents attending were: Amanda Buck; Laureate Guy; Darifaye McGhee; Candice Key, Rebecca Watson; Kory Dunaway; and Chentell Wade. Agenda items included:

- I. Overview of Moving-To-Work
- II. Self-Sufficiency Barriers
- III. Safety and Security Concerns
- IV. Ideas for Capital Funds
- V. Up-date on ROSS Grants
- VI. Other Matters

Moving-To-Work

Chritton provided an over view of MTW features. Residents were positive about the program.

Self-Sufficiency

Residents felt that they are struggling to meet basic needs (this is a transitional housing program for formerly homeless families). Transportation was mentioned as the most unmet need. Portage Area Transitional Housing staff provides transportation to families so food, prescriptions, diapers, etc. could be purchased. Access to reliable vehicles is a problem for families.

Safety and Security

An issue identified was a need for parent supervision. Residents felt that the outside lighting was effective to deter crime.

Capital Funds

Residents would like the basketball hoop to be repaired. Also, carpet replacement in units; more trashcans on grounds, a playground for older children and patio fences should have doors on them to prevent items from being taken.

ROSS Grants

Chritton provided an up-date on the ROSS grants. No requests for additional services were received.

Other Matters

A request for a change machine in the laundry room was made.

The meeting adjourned at 4:15 p.m.

July 14, 2008

A resident meeting was held on July 14, 2008 at Heritage Knolls at 3:00 p.m. Romaine Chritton represented the PMHA. Residents attending were: Donald Brunner; Janet Brunner; Pebble South and Yelena Krupnik. Agenda items included:

- I. Overview of Moving-To-Work
- II. Self-Sufficiency Barriers
- III. Safety and Security Concerns
- IV. Ideas for Capital Funds
- V. Up-date on ROSS Grants
- VI. Other Matters

Moving-To-Work

Chritton provided an overview of MTW. Residents felt that its features help with self-sufficiency.

Self-Sufficiency

One resident felt that training is important to getting a good paying job. Another felt that the area offers low-paying jobs. Another resident felt that it was not worth for her to work since childcare, transportation costs and rent increase. Although Chritton pointed out that ceiling rent allows residents to make additional income

without additional rent increases, the resident felt that even with both her and her husband working, ceiling rent would not be attainable.

Safety and Security

Residents did not have any safety or security concerns other than a request to fill a hole in the driveway entrance.

Capital Funds

Ideas for Capital Funds included: new toilets; new sinks, counter tops and cabinets in kitchens, new siding and new carpeting.

ROSS Grants

Chritton provided an overview of the ROSS programs. One elderly resident is looking forward to participating in activities offered through the ROSS Elderly & Disabled Persons grant, one resident will take advantage of ROSS 2006 to help him when he completes his college coursework, and one resident received assistance with job search, which led to her current employment.

The meeting was adjourned at 4:00 p.m.

July 15, 2008

A resident meeting was held at Town Square Villas on July 15, 2008 at 5:30 p.m. Romaine Chritton represented the PMHA. Residents attending were: Merian Wright; Tana Ricks; Desiree Greenwood; Raygan Burgess; Mitzi Hutchins; Brenda Horner; Tammy Reed; Melissa Guiles and Christina Herr. Agenda items included:

- I. Overview of Moving-To-Work
- II. Self-Sufficiency Barriers
- III. Safety and Security Concerns
- IV. Ideas for Capital Funds
- V. Up-date on ROSS Grants
- VI. Other Matters

Moving-To-Work

Chritton provided an overview of the MTW program. Residents are supportive of the initiatives.

Self-Sufficiency

High gas costs and lack of transportation were identified as the greatest barriers to securing gainful employment. Chritton talked about the ROSS grant and its assistance with transportation during job search as well as when employment is found.

Safety and Security

Residents feel safe when all safety lights are in working order. However, some concern was raised concerning the playground, because it is located near a new

housing complex under construction. Parents are fearful of strangers. They feel a fence would solve the problem. They also requested the removal of railroad ties that are on the grounds, because they harbor bees. Residents felt that having the Brimfield Police patrol the development more often would be a deterrent to crime.

Ideas for Capital Funds

Ideas included: new siding; replacement of floor tiles and carpets; playground with infant swings; and fencing around the development.

ROSS Grants

Chritton provided an up-date of the ROSS Family and Homeownership grant. Residents felt that the grant is effectively helping residents.

The meeting was adjourned at 7:00 p.m.

July 28, 2008

A meeting for Section 8 tenants was scheduled for July 28, 2008 at 10:00 a.m. at the PMHA Office. No tenants attended.

July 29, 2008

A meeting for Section 8 tenants was scheduled for July 29, 2008 at 7:00 p.m. at the PMHA Office. No tenants attended.

August 25, 2008

A resident meeting was held at Athena Gardens on August 25, 2008 at 10:00 a.m. Romaine Chritton represented the PMHA. Resident attending was Amanda Neal. Agenda items included:

- I. Overview of Moving-To-Work
- II. Safety and Security Concerns
- III. Ideas for Capital Funds
- IV. Up-date on ROSS Grants
- V. Other Matters

Moving-To-Work

Chritton provided an overview of the MTW program. Resident is supportive of the initiatives.

Safety and Security Concerns

Ms. Neal stated that the lighting at Athena Gardens is good. She believes that illegal drug users occupy private housing across the street, however, she is not aware of drug usage on PMHA property.

Ideas for Capital Funds

Recommendations were made for gated patio enclosures and new carpeting for units.

Up-date on ROSS Grants

Chritton provided an update on ROSS grants. Ms. Neal did not have any recommendations.

The meeting adjourned at 10:30 a.m.

August 25, 2008

A resident meeting was held at Harvest Drive on August 25, 2008 at 1:00 p.m. Romaine Chritton represented the PMHA. Residents attending were: Teresa Kaltenbeck; Melissa Dickson; Michelle Reedy, and Jessica Vannatter. Agenda items included:

- I. Overview of Moving-To-Work
- II. Safety and Security Concerns
- III. Ideas for Capital Funds
- VI. Up-date on ROSS Grants
- V. Other Matters

Moving-To-Work

Chritton provided an overview of the MTW program. Residents are supportive of the initiatives.

Safety and Security

Residents feel safe and did not offer any suggestions for improvement.

Ideas for Capital Funds

Ideas included: new countertops and tubs for baths; landscaping upgrade; new carpeting; and new closet doors.

ROSS Grants

Chritton provided an up-date of the ROSS Family and Homeownership grant. Residents felt that the grant is effectively helping residents.

The meeting was adjourned at 1:45 p.m.

August 26, 2008

A resident meeting was held on August 26, 2008 at 10:00 a.m. at the PMHA Office. Chritton represented the PMHA. No residents attended.

2 Notice of Availability of Plan for public review (Posted in the PMHA Lobby August 1, 2008) at least 30 days prior to Board Approval:

<p style="text-align: center;">PORTAGE METROPOLITAN HOUSING AUTHORITY 2009 ANNUAL MTW PLAN A draft of the Proposed 2009 Annual Moving to Work Plan is available for review. See the Receptionist.</p>

3 Documentation of Public Hearing of September 4, 2008

The following information was FAXED to the Record Courier on July 10, 2008 for publication on July 28, 2008. A hard copy of the published ad is mailed.

PUBLIC HEARING

Portage Metropolitan Housing Authority is developing an agency plan that identifies the objectives, activities, policies and revenues for 2009. A draft is available from the Receptionist for review and comment at the housing authority.

The public is invited to attend a public hearing to discuss the 2009 Annual Plan. In addition, written comments may be submitted until the date of the public hearing, which is:

3:00 P.M., Thursday, September 4, 2008
PMHA Office, 2832 State Route 59, Ravenna, OH 44266
PMHA is equal opportunity housing/equal opportunity employer

September 4, 2008

A Public Hearing was held September 4, 2008 at 3:00 p.m. at the PMHA Office to review the 2009 MTW Agency Plan. Representing the PMHA were Fred Zawilinski, Director, and Romaine Chritton, Housing and Special Projects Manager.

No residents or members of the public were in attendance.

C. Description of any planned or ongoing Agency-directed evaluations of the demonstration

PMHA will utilize current staff and data collected for the purposes of rent calculation and household composition to assess the results of program services and operation.

VIII. Reporting Compliance with Statutory MTW Requirements

Since the Portage Metropolitan Housing Authority is currently in compliance with the required statutory MTW requirements, no discussion is necessary in this section.

IX. Additional Information (Non-Moving to Work Program)

Mission Statement: The Portage Metropolitan Housing Authority is dedicated to meeting the housing needs of low-income families and individuals of Portage County by developing, managing and supporting decent affordable housing in partnership with community agencies.

Resident Commissioner: Teresa Carr serves as the resident Commissioner as required by federal law. The Kent City Manager appoints Ms. Carr.

Program Activities:

- PMHA will consider the submission of a Designated Housing application for the Eastowne Manor housing development. Eastowne will be considered for occupancy only by the elderly, and will affect all 50 units in the building. If submitted, this application will be a new designation plan.
- If replacement vouchers can be obtained through re-deployment of existing resources or through new vouchers such that Portage County will experience no loss in affordable housing units, PMHA will consider voluntarily converting Public Housing units to project-based voucher-funded units.
- PMHA will, in 2009, restructure the Homeownership Program offered under the MTW authorization. Presently, PMHA relies entirely upon Neighborhood Development Services, for pre-ownership activities and qualifications. PMHA intends to supplement through the Family Self Sufficiency Coordinator's work activities, these pre-ownership activities to families who do not qualify for NDS-provided activities. Increasing PMHA capacity in offering its homeownership program will serve to expand the services available to potential homeowners and reduce PMHA dependence on other agencies for furthering homeownership.
- PMHA will amend the Administrative Plan to permit Housing Choice Voucher households who plan to remain in the same unit to perform their annual re-certification activities by mail, rather than requiring an in-person interview. PMHA will allow families who stay in place to choose to complete their annual re-certification of composition and income by mail. Movers will still be required to perform an in-office appointment for their re-certification. Families who choose to stay in place may choose to conduct an in-office re-certification as well. PMHA expects this change to allow families to better deal with rising gas/transportation costs, and will better accommodate working families for which office appointments may result in missing work.
- PMHA intends to further increase the use of technology to improve effectiveness and efficiency in housing and service delivery. During 2009, PMHA plans to begin offering voluntary electronic payment options to landlords for Housing Assistance Checks under the Housing Choice Voucher Program, with an assessment following implementation to determine the suitability of mandating electronic payments in the future. PMHA also intends to offer voluntary electronic direct deposit for payroll for employees as well during 2009. Both are expected to improve efficiency and provide cost savings to the agency.

Additionally, PMHA will explore the effectiveness of posting listings of landlords and housing units available for lease to Housing Choice Voucher participants online. An Internet-based housing listing service would provide greater access to marketing units for landlords, as well as greater access to information for voucher holders searching for a home.

- Violence Against Women Act: PMHA is committed to assisting victims of domestic violence. As a result, PMHA has changed Administrative Plan and Admissions and Continued Occupancy Policy documents to protect victims of domestic violence from eviction or program termination caused by the violence perpetrated against them. PMHA reviews police reports for Public Housing units to provide referrals as necessary to counseling and domestic violence programs as necessary, as well as to initiate eviction action against those residents who commit domestic violence. For the purposes of this document, these activities include victims of domestic violence, dating violence or stalking.

Significant Modification to the Annual Plan: Portage Metropolitan Housing Authority considers the following actions or activities to be significant amendments or substantial deviations from the Annual Plan, as approved by the Board of PMHA and HUD.

- Actions that fundamentally change the PMHA mission statement, goals, or objectives
- Actions that fundamentally change PMHA plans and policies in a manner that is inconsistent with the existing mission, goals, or objectives and requiring formal approval of the Board of Commissioners of PMHA.

PHAS: Because of the imminent changes to evaluating Public Housing operations and performance caused by asset management, PMHA chooses not to be evaluated under the Public Housing Assessment System.

Mailed Documents

- Board Resolution adopting 5007-MTW
- Certification by State or Local Official of PHA Plans Consistency with the Ohio Consolidated Plan
 1. Ohio Department of Development
 2. City of Ravenna
 3. City of Aurora
 4. Portage County
 5. The City of Kent
- Certification of Payments to Influence Federal Transactions
- Disclosure of Lobbying Activities
- Certification for a Drug-Free Workplace
- Proof of Publication-Public Hearing

Note: Original documents were mailed to the Cleveland HUD Office