

**Attachment A**

**Model RHF Plan Submission**

Anyplace Housing Authority  
123 Main Street  
Anyplace, BR 12345-9876

June 30, 2007

Director, Public Housing Division  
HUD Field Office  
456 Smith Street  
Anyplace, BR 12345-6789

Subject: First Increment RHF Plan -- Accumulation of First Increment RHF Funds  
*(Second Increment RHF Plan – Use and Accumulation of Second Increment RHF Funds)*

Dear HUD Public Housing Director:

The Anyplace Housing Authority (AHA) would like to accumulate five years of first (second) increment Replacement Housing Factor (RHF) grants, totaling approximately \$1,225,000 to acquire an existing multi-family building in the southwest section of town. AHA needs to accumulate the grants in order to have sufficient funds to purchase and renovate units.

The subject grants are:  
BR36R001501-05: \$240,000  
BR36R001501-06: \$250,000  
BR36R001501-07: \$245,000 (estimated)  
BR36R001501-08: \$245,000 (estimated)  
BR36R001501-09: \$245,000 (estimated)

It is our understanding from the information posted on the Capital Fund webpage that the obligation end date for these funds will be 10/29/2011. The PHA will acquire units in accordance with the requirements found at 24 CFR Part 941 and will meet the newly established obligation and disbursement deadlines.

***For Second Increment RHF Grants Only:***

The Housing Authority confirms that its *Capital Fund Program Annual Statement/Performance and Evaluation Report* has been approved by HUD on XX/XX/XXXX. The Housing Authority also confirms that its *PHA Five-Year and Annual Plan* was approved on XX/XX/XXXX.

The Housing Authority is in compliance with the obligation and expenditure deadlines on all of its Capital Fund Grants and is current on its LOCCS reporting.

The Housing Authority recognizes that in order to meet the leverage requirement, it must secure at least \$402,000 in firm financial commitment(s). When the leveraged funds are secured, we will submit written documentation confirming the funding.

If you have any questions, please contact Jane Jones, Director of Development and Planning, at 218-321-7890.

Sincerely,