



# **PORTAGE METROPOLITAN HOUSING AUTHORITY**

## **2011 ANNUAL MTW REPORT**

Portage Metropolitan Housing Authority (OH 031)  
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## **I. Introduction**

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## **B. Overview of the Agency's MTW Goals and Objectives**

Portage Metropolitan Housing Authority established the following goals and objectives for 2011:

### **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.
- Admissions preferences will be reviewed and amended as necessary to meet community needs.

#### Comment

- PMHA continues to struggle with the vacancies created by the loss of a service provider who filled 8 units of the total 305 units in the Public Housing inventory and thus would have been a standard performer in 2011. Details are included in *"Description of Issues Related to Leasing of PHs or HCVs"*.
- Admissions preferences were reviewed and found no necessary changes.

### **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 2011
- Fifteen households will be able to retain their home through the proposed Housing Choice Voucher Foreclosure Prevention Program in 2011
- Fifteen households will be able to participate in the Expedited Voucher Program for Homeless Families
- Admissions preferences will be reviewed and amended as necessary to meet community standards

#### Comment

Lease-up rates for the Housing Choice Voucher program were unsatisfactory and would have caused the HCV program to be considered a standard performer. All other aspects of the SEMAP assessment were high performer level. Neither the homeownership program nor the foreclosure prevention activities hit their goal numbers. Homeowner candidates struggled to get mortgage financing in the current market. The foreclosure prevention program has encountered opposition by the foreclosure prevention counseling community because they feel participants should not be putting any resources into the effort to avoid the loss of their home. No admissions preferences changes were made, as none were determined to be necessary.

### 3. Improve Productivity and Cost Effectiveness

- A pilot program will be launched in 2011 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.
- The Yardi software will be upgraded and staff provided training in the applicable features

#### Comment

- PMHA now offers electronic funds payments to landlords for the purposes of making Housing Assistance Payments. It is an optional element of the HCV program, but may be considered as a required element for future landlords.
- The use of an electronic debit card system has been reviewed and will not move forward at this time.
- Yardi has been upgraded in some areas and is in a continual state of improvement.

### 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 opportunities to develop and manage supportive housing for the homeless.
- PMHA will investigate methods of inter-agency cooperation that will lessen barriers to assistance for applicants and participants.

#### Comment

- PMHA collaborated with PATH to assist them in obtaining funding for supportive services, and is re-designing program elements to help meet new requirements for housing and service provisions.
- An attempt to modify a group home into a housing program for youth aging out of foster care has been slow in lease up and operation.
- PMHA is a regular participant in Continuum of Care activities and through the VASH program opened up a new collaboration with the Veterans Administration.

## **II. General Housing Authority Operating Information**

### **A. HOUSING STOCK INFORMATION**

#### ***Number of Public Housing units at the end of the Plan year; discuss any changes over 10%:***

PMHA operates 305 units of Public Housing. This number remained constant during 2011. Four units are dedicated to providing supportive on-site services and are unavailable for residential occupancy.

#### ***Description of any significant capital expenditures by development:***

No capital expenditures in 2011 met the definition of significant in a particular development.

#### ***Description of any new Public Housing units added during the year by development:***

Portage Metropolitan Housing Authority, as planned, did not add any new Public Housing units to its Public Housing Program in 2011.

#### ***Number of units removed from the inventory during the year by development specifying the justification for the removal:***

No units were removed from the Public Housing portfolio during 2011.

#### ***Number of MTW Housing Choice Vouchers units authorized at the end of the Plan year, discuss any changes over 10%:***

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. There were no changes made to the number of units available.

#### ***Number of HCV units project-based during the Plan year, including description of each separate project:***

PMHA has project-based 94 Housing Choice Vouchers under MTW authority.

These projects are:

Coleman Professional Services- Several group homes; residents receive mental health services from Coleman Professional Services. Units: 16

F&CS- A mixture of duplexes and multi-family (low rise) units; residents receive a variety of supportive service aimed at increases self-sufficiency. Units: 37

Prospect House- A high rise building for low-income elderly tenants; residents have access to all supportive services provided by Neighborhood Development Services Inc. Units: 26

CEDCorp/Maple Grove- Row houses/townhouses; residents have access to all supportive services provided by Neighborhood Development Services Inc. Units: 6

NDS Portage Housing II- Newly constructed tax-credit single-family homes; residents have access to all supportive services provided by Neighborhood Development Services Inc. Units: 1

NDS Portage Housing III- Newly constructed tax-credit single-family homes; residents have access to all supportive services provided by Neighborhood Development Services Inc. Units: 8

**Note:**

The number of project-based units will continue to fluctuate from year-to-year based upon a number of factors. Project-based units that remain vacant in excess of 120 days lose their project-based designation. Vacancies have led to a number of units being removed from the program over the years. There are times when owners chose to rent units previously designed as project-based to either tenant-based voucher holders or market renters. Primarily this happens in two instances: 1) where the owner rents to a family under the project-based voucher programs and the family subsequently receives a tenant-based voucher and the owner and tenant agree to allow the family to remain in the unit and forego the project-based designation; 2) where the family is no longer eligible for assistance under the project-based voucher program and the owner makes the decision to keep the family as a tenant. In addition to decreases in the number of project-based voucher units, there may also be increases. PMHA plans to solicit owners for participation in the program in the future thereby increasing the number of units approved for inclusion in the project-based voucher program.

***Overview of other housing managed by the Agency, that is; tax credit, state-funded, market rate.***

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. An application for another 25 Shelter Plus Care units is pending.

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. This is 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. LEASING INFORMATION- ACTUAL

#### **2011 PLAN: Anticipated total number of MTW public housing units leased in the Plan year:**

All PMHA Public Housing units are considered MTW units. All available residential units will be leased during the year. Two units are under ACC but are permitted to be used for site-based services while retaining subsidy, at Renaissance Place and Community Estates.

#### **Report: Total Number of MTW PH units leased in 2011:**

As of December 31, 2011, 288 Public Housing units were under lease.

#### Comments

- Public Housing continued to face lease up issues with Washington Group Home, the 8-unit group home formerly for persons with developmental disabilities. During 2011, a lease was entered into with the Ohio Multi-County Development Corporation to provide on-site services to young women between 18-24 years of age who left the foster care system or were in need of assistance to promote self-sufficiency. Recruitment for this project has not been successful to date. PMHA is exploring other options including forging another partnership and/or surveying applicants on the PH waiting list to determine interests and needs.
- Lease up times for units in the eastern portion of Portage County have proven longer, as applicants prefer the communities more connected to the Akron and southern Cuyahoga County employment market. Thus the East side properties are taking longer to fill. West side properties are nearer to Kent State, businesses, as well as to the Interstates all of which offer greater employment opportunities.
- One single family unit (Ohio Avenue) has been undergoing major renovations, and another unit (Highland Avenue) was considered for listing for sale or

disposal. However, PMHA has decided to invest in renovations rather than dispose of the unit.

**2011 PLAN: Anticipated total number of non-MTW public housing units leased in Plan year.**

**Comment**

Portage Metropolitan Housing Authority has no non-Moving to Work Public Housing units within its inventory.

**2011 Annual Plan: Anticipated total number of MTW Housing Choice Voucher units leased in the Plan year.** PMHA anticipates being fully leased during 2011 for the Housing Choice Voucher Program. Fully leased is defined as all 1,616 vouchers or 100% of funding allocated for HAP contracts during the year. Of these, 1524 are MTW Vouchers; the remaining 92 are non-MTW vouchers. The Voucher Program is fully leased as of August 2010 and maintain that status is not anticipated to be difficult considering the housing need in the community and the willingness of landlords to participate in the program.

**REPORT:**

**Total Number of HCV units leased in 2011:**

- PMHA had 1,459 Moving to Work Vouchers in use as of December 31, 2011.

**Total Number of Non-MTW HCV units leased in 2011:**

- Another 70 units of non-MTW Vouchers were also leased.

**Description of any issues related to leasing of PH or HCVs:**

- The HCV rental market has tightened some as landlords have been able to become choosier and raise rents in the face of growing demand for rental housing. As a result, leasing activities have been more difficult. In addition, PMHA has worked through its HCV waiting list, and many of the searchers have been on the waiting list for several years. It is possible this list of candidates are less desirable to the private market landlords or as adept at dealing with housing search in Portage County. These last voucher list persons are largely from outside of Portage County, and presumably less knowledgeable about housing opportunities.
- During 2011, staff worked towards leasing optimization. In addition to the traditional leasing activities, staff ensured that voucher holders searching for units were aware of various resources to assist with their housing search including online tools such as the Ohio Housing Locator and GoSection8.com websites. Clients were encouraged to utilize the agency's computer labs to assist in their housing search and make contact with organizations that administered programs that provided financial assistance to help defray moving costs (e.g. security deposits, utility assistance, etc.) These efforts, coupled with decreased turnaround time between the submission of Request for Tenancy Approvals and the completion of Housing Quality Standards Inspections allowed PMHA to



continue to move towards maximized leasing despite the challenges that existed in the rental market during 2011.

***Number of project-based vouchers committed or in use at the end of 2011***

- PMHA has project-based 94 Housing Choice Vouchers under MTW authority. No new units were added in 2011.

These projects are:

Coleman Professional Services- Several group homes; residents receive mental health services from Coleman Professional Services. Units: 16

F&CS- A mixture of duplexes and multi-family (low rise) units; residents receive a variety of supportive service aimed at increases self-sufficiency. Units: 37

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**C. WAITING LIST INFORMATION**

***2011 Plan: Description of anticipated changes in waiting lists:*** PMHA anticipates making no changes in its waiting lists in 2011.

**REPORT:**

- In order to expedite filling vacant units, applicants for Public Housing families are now given a choice of development housing among the East side, West side, or First available unit on either side. This has reduced staff time processing applications and showing of units that were of no interest to applicants. As a result, applications are filed by geographical interests and are processed when applicable vacancies become available.

***2011 Plan: Description of anticipated changes in the number of families on the waiting list(s) and/or opening and closing of the waiting lists:*** PMHA operates two program waiting lists for Public Housing and Section 8. These waiting lists operate independently of each other, in that a program participant in one program remains eligible for the other waiting list. PMHA anticipates that the Section 8 Wait List will be re-

opened in 2011, and that a net increase of 1,200 household (approximately 100% increase) will be added to the list. The Public Housing Wait List remains open continuously, and PMHA projects an increase of 3% to the waiting list for that program.

#### **REPORT:**

- Due to operational decisions, the Housing Choice Voucher waiting list has been depleted through processing for voucher issuance and purges, and remained closed during 2011. It was originally closed March 2009 due to the volume of applications on file. The Housing Choice Voucher waiting list was purged during October 2011. The waiting list was reopened in May 2012.
- Waiting lists for Public Housing were maintained open throughout 2011, as a community-wide waiting list. Site-based lists have been determined to be less effective at addressing applicant needs and were not given more than a cursory review during the year. The Public Housing wait list was last purged December 2011.
- Public Housing Waitlist increased 7% during 2011 when compared to 2010 data.
- Applications continue to be received solely through the PMHA main administrative office, located at 2832 State Route 59, Ravenna, Ohio. PMHA will continue to maintain separate waiting lists for each program.

#### **REPORT:**

***Number and characteristics of households on waiting lists (all housing types) at the end of the plan year***

##### ***Public Housing Waiting List***

<b>1 bedroom</b>		<b>406 Applicants</b>	
<b>Gender</b>			
	Male	166	41%
	Female	240	59%
	<b>Total</b>	<b>406</b>	<b>100%</b>
<b>Race</b>			
	White	224	55%
	Black	123	30%
	All Other	5	1%
	Unknown	54	13%
	<b>Total</b>	<b>406</b>	<b>100%</b>
<b>Household Ethnicity</b>			
	Hispanic	5	1%
<b>Disabled Not Elderly</b>		44	11%
<b>Average Income</b>		<b>\$ 1,544</b>	

<b>2 bedrooms</b>		<b>599 Applicants</b>		
<b>Gender</b>				
	Male	81		14%
	Female	518		86%
	<b>Total</b>	<b>599</b>		100%
<b>Race</b>				
	White		314	52%
	Black		211	35%
	All Other		9	2%
	Unknown		65	11%
	<b>Total</b>		<b>599</b>	100%
<b>Household Ethnicity</b>				
	Hispanic		5	1%
<b>Disabled Not Elderly</b>			22	4%
<b>Average Income</b>			<b>\$ 1,566</b>	

<b>3 bedrooms</b>		<b>169 Applicants</b>		
<b>Gender</b>				
	Male	28		17%
	Female	141		83%
	<b>Total</b>	<b>169</b>		100%
<b>Race</b>				
	White		70	41%
	Black		83	49%
	All Other		0	0%
	Unknown		16	9%
	<b>Total</b>		<b>169</b>	100%
<b>Household Ethnicity</b>				
	Hispanic		3	2%
<b>Disabled Not Elderly</b>			6	4%
<b>Average Income</b>			<b>\$ 3,091</b>	

<b>4 bedrooms</b>		<b>42 Applicants</b>		
<b>Gender</b>				
	Male	1		2%
	Female	41		98%
	<b>Total</b>	<b>42</b>		100%
<b>Race</b>				
	White		13	31%
	Black		25	60%
	All Other		0	0%
	Unknown		4	10%
	<b>Total</b>		<b>42</b>	100%
<b>Household Ethnicity</b>				
	Hispanic		3	7%
<b>Disabled Not Elderly</b>			2	5%
<b>Average Income</b>			<b>\$ 3,594</b>	

#### ***Housing Choice Voucher Wait List***

<b>All bedrooms</b>		<b>0 Applicants</b>		
<b>Gender</b>				
	Male	0		0%
	Female	0		0%
	<b>Total</b>	<b>0</b>		0%
<b>Race</b>				
	White		0	0%
	Black		0	0%
	All Other		0	0%
	Unknown		0	0%
	<b>Total</b>		<b>0</b>	0%
<b>Household Ethnicity</b>				
	Hispanic		0	0%
<b>Disabled Not Elderly</b>			0	0%
<b>Average Income</b>			<b>\$ -</b>	

### **III. Non-MTW Related Housing Authority Information**

This section of the report is optional according to Attachment B of the Standard Agreement, and is not provided in this report.

### **IV. 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.***

#### **Comment:**

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 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.

## **V. Proposed MTW Activities: HUD Approval Requested**

### **A. DESCRIBE ANY ACTIVITIES THAT WERE PROPOSED IN THE PLAN APPROVED BY HUD, BUT NOT IMPLEMENTED AND DISCUSS WHY THESE ACTIVITIES WERE NOT IMPLEMENTED.**

#### **Housing Choice Voucher Program**

##### **1. Alternative Housing Quality Standards Compliance**

This activity was approved by HUD but not implemented in 2011. PMHA has implemented this feature in 2012 and will be reported upon as an ongoing activity in 2012. PMHA adjusted to a change in its environment during 2011 that delayed this implementation. Cuts in local government budgets left one community, Ravenna, with their standard rental housing inspection program for all rentals but without the ability to implement that activity. PMHA was faced with a choice: continue using HQS and be unable to benefit from the alternative HQS component, or seek to conduct ALL rental housing inspections for Portage County communities. PMHA has chosen the latter, and has since been awarded a contract to conduct a majority of the rental housing inspections for Portage County, and is bidding to conduct more of them. PMHA is paid a rate that covers direct and indirect costs, and ensures that rental housing quality is improved, regardless of participation in Section 8.

## **VI. ONGOING MTW ACTIVITIES: HUD APPROVAL PREVIOUSLY GRANTED**

#### **Housing Choice Voucher Program**

### ***HCV-1 Restrict portability moves out of Portage County for the Housing Choice Voucher Program:***

#### **Comment**

PMHA will approve portability only to housing authorities who absorb the incoming family, or administer Fair Market Rents at or below the amounts applicable to Portage County. Plan Year: 2009 Implementation: 2010.

<b>Statutory Objective</b>	<b>Anticipated Impacts</b>	<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>
Reduce costs and achieve greater cost effectiveness in federal expenditures	Eliminate the number of households who port to higher cost jurisdictions who expend HAP funds at a greater rate than budgeted for in Portage County	Number of Households who are refused portability due to the policy	In 2009, 0 households were denied portability for cost reasons. In 2010, 2 households were initially denied portability due to higher fair market rents & unwillingness to absorb.	Projected reduction in portability due to cost reasons	In 2011, 15 households were initially denied portability due to higher fair market rents and unwillingness to absorb.

***If benchmarks were not achieved or if the activity was determined ineffective provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

Benchmarks in this activity were achieved in 2011.

***Authorization(s):***

Attachment C, Heading D. (1g) of the Standard Agreement- This authorization waives certain sections of 24 CFR 982.355(c) (4).

This authorization was necessary and useful in preventing portability to higher cost jurisdictions and permit improved cost control.

***HCV-2 Amend the Homeownership Voucher Program to include households who are presently homeowners and under foreclosure.***

***MTW Homeownership Program: 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 home under the program. Plan Year: 1999. Implementation: 2000***

<b>Statutory Objective</b>	<b>Anticipated Impacts</b>	<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>
Increase housing choices for low-income families	Increase in the number of low-income families owning homes and receiving supportive services aimed at helping families move from renting to home ownership.	Households participating in various aspects of the homeownership program and households who purchased homes under the program	In 2009, 4 families purchased homes and 10 participated in various pre-purchase activities. In 2010, those number increased to 4 purchasers and 19 participants in pre-purchase activities.	Projected that 5 households would purchase homes in 2011.	In 2011, 2 households became homeowners and 29 families were participating in pre-purchase activities.

Historically, the PMHA has had the following results for MTW Homeownership:

Year	Closings	Total Homeowners	Defaults
2001	1	1	0
2002	9	10	0
2003	4	14	0
2004	4	18	0
2005	6	24	0
2006	5	29	1
2007	6	34	0
2008	2	36	0
2009	4	40	0
2010	4	44	1
2011	2	46	0
Total	48	46	2

***If benchmarks were not achieved or if the activity was determined ineffective provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

PMHA identifies an increasingly tight credit market for the decline in the move to homeownership. Low-income homeowner candidates have a more difficult time getting needed financing or even accumulating or getting access to down payment funds that can overcome higher standards in lending. More families than ever, however, are expressing an interest in homeownership, as they identify the lower housing prices and greater value in homeownership than in renting. As a result, PMHA sees this as a major growth area for the future.

#### ***Authorization(s)***

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. In reviewing the program and current homeownership requirements established by HUD, the new homeownership program probably does not need MTW authorization to operate. The slight provisions under MTW could be met through creative use of preferences to maintain the program for Public Housing residents who wish to become homeowners.

***HCV-3 Initial rent burden cap of 50% of adjusted monthly income.***

#### ***Comment***

***Initial Rent Burden Cap of 50% of adjusted monthly income. PMHA will allow HCV participants to utilize an initial rent burden of 50% to maximize housing choice will maintaining a level of affordability. Plan Year: 1999. Implemented: 2000***



Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Increase housing choices for low-income families	Expand housing choice by allowing participants to devote a greater percentage of AMI towards housing costs and allows participants to lease units in geographic areas that provide more opportunities and expand the housing choices.	Newly admitted households	In 2009, 86 (28%) of 304 households starting new tenancies began their tenancy with initial rent burdens at 41-50% of AMI. In 2010, 9 (12%) of the 75 households starting new tenancies were affected by this features.	Increase in the number of households with an initial rent burden in the range of 41-50% of AMI.	In 2011, 30 (16%) of the 182 households beginning new tenancies had initial rent burdens in the 41-50% AMI range.

***If benchmarks were not achieved or if the activity was determined ineffective, provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

The benchmark was achieved in 2011. This may indicate a shift in the rental housing market in Portage County towards higher market rents, as more households seek rental housing and the increase in supply of rental units may not be keeping up with the increase in demand.

### ***Authorization(s)***

#### ***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.

Moving to Work authorization allows for this activity to occur, by providing an additional 10% of income for residents to choose to use towards housing costs, above the established 40% allowed nationally.

#### **HCV-4 Project-Based Voucher Program**

##### **Comment**

***PMHA uses a number of waivers from the original and current HCV guidelines to assist developers to build or rehabilitate properties for the use of homeless, disabled or other families in need of supportive services.***

##### **Impacts**

The MTW Project-Based Voucher Program provided a project-based Housing Choice Voucher subsidy to 94 units during 2011, although 2 units were removed during the year due to inactivity (extended vacancy by the owner). As of December 2011, 80 units were occupied out of 94, with turnover activity going on to fill vacant units. No new units were added to the program in 2011 by any developers.

##### **MTW Flexibilities**

The waivers from the original and current HCV guidelines are as follows:

1. The contract commitment from the PMHA will be for a five-year term. The PMHA and the owner will execute a HAP contract for a five-year term versus the traditional ten-year term in the current HCV guidelines.
2. Traditionally, the guidelines allow for vacancy loss payments up to two full months of rent and under MTW the PMHA does not allow for any vacancy loss payments.
3. The PMHA offers the family the opportunity for continued tenant-based rental assistance in the form of either assistance under the voucher program or other comparable tenant-based rental assistance after the tenant has resided in the unit for two years, provided all standard section 8 eligibility criteria are met.

**Historically, the MTW Project-Based Voucher Program has seen the following activity:**

<b>Year</b>	<b>Number of Units</b>	<b>Added</b>	<b>Removed</b>
<b>2002</b>	<b>9</b>	<b>10</b>	<b>1</b>
<b>2003</b>	<b>31</b>	<b>22</b>	<b>0</b>
<b>2004</b>	<b>93</b>	<b>62</b>	<b>0</b>
<b>2005</b>	<b>121</b>	<b>30</b>	<b>2</b>
<b>2006</b>	<b>112</b>	<b>12</b>	<b>21</b>
<b>2007</b>	<b>114</b>	<b>6</b>	<b>4</b>
<b>2008</b>	<b>106</b>	<b>10</b>	<b>18</b>
<b>2009</b>	<b>102</b>	<b>0</b>	<b>4</b>
<b>2010</b>	<b>96</b>	<b>0</b>	<b>6</b>
<b>2011</b>	<b>94</b>	<b>0</b>	<b>2</b>

#### **Project-Based Voucher Program**

<b>Statutory</b>	<b>Anticipated</b>	<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>
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Objective	Impacts				
Increase housing choice for low-income families	Increase in the number of approved Project-Based Voucher units, thereby increasing number of households served under the program	Households assisted under the Project-Based Voucher program	In 2010, 96 families were assisted under the Project – Based Voucher program	Projected increase in families assisted under the Project-Based Voucher program	In 2011, 94 families were assisted under the Project-Based Voucher program. *

*\*Note: Although there was a slight decrease in the number of families served under the program, in 2011, PMHA began planning for the expansion of the Project-Based Voucher program. Specifically, PMHA worked with a developer in connection with a 28-unit project that will be developed beginning in July of 2012.*

### **Authorization(s)**

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.

The original Project-Based Voucher for Moving to Work pre-dated the current PBV program, and thus was a waiver of initial Housing Choice Voucher (then Section 8 Voucher and Certificate) rules. It was also an attempt to take what was proposed for Project-Based Vouchers at the time, and to pre-empt objectionable portions of the proposed legislation and regulations and design a locally-desirable program. Today, the authorizations and waivers have allowed a locally-designed program to remain responsive to potential new projects by local housing developers and foster more purchase and rehab of existing real estate by those entities.

## **PUBLIC HOUSING**

### **PH-1 Escalating Minimum Rent**

#### **Comment**

Minimum Rent of \$25 that will increase by \$25 every two years during tenure in Public Housing, and will be capped 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 re-instated for remaining household members. Plan Year: 2008 Implemented: April 2008

Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Increase Administrative Efficiency/Cost Effectiveness	Impact #1 Increase rent revenue	Rent Revenue	2010 Revenue <b>\$587,771</b>	Increase of' <b>\$30,000</b> per yr.	2011 Actual Revenue <b>\$622,790</b>

***If benchmarks were not achieved or if the activity was determined ineffective, provide a narrative explanation of the challenges, and if possible, identify potential new strategies that might be more effective.***

This escalating minimum rent feature was originally implemented as an alternative to arbitrary time limits. Benchmarks were achieved, but the feature proved to be very cumbersome in its implementation and operation. As a result, rent reforms permissible under conventional PHA rules were implemented April 1, 2012, raising the minimum rent to \$50 per month for non-elderly, non-disabled households. The original activity of escalating minimum rent was unwieldy for administration and not helpful for achieving PMHA goals. It was discontinued March 31, 2012.

Policies governing the escalating minimum rent feature as well as the fixed minimum rent of \$50 for non-elderly, non-disabled households include:

1. Households with a head of household; co-head of household or spouse who is elderly (62 years of age or older, and/or disabled) will have no minimum rent.
2. Departure or death of the sole elderly or disabled household member will result in the minimum rent requirement being re-instated for remaining household members.
3. In case of hardship, residents are able to self-certify 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.
4. In the case of death of a household member, the PMHA would provide a three-month hardship for the death, with no obligation to repay the waived minimum rent.

Zero (0) hardship requests were received during 2011.

***Cite the specific provision(s) of the Act or regulation that is waived under MTW that authorized the Agency to make the change, and briefly describe if and how the waived section of the Act or regulation was necessary to achieve the MTW activity***

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. The significant portion of this MTW authorization is expected to be demonstrated in 2012, at which point a waiver under existing rules would be necessary. Current minimum rents established by PMHA have not exceeded the \$50 maximum established nationally, but are anticipated to do so in future years. .

## ***PH-2 Maximum Rent***

### **Comment**

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>Statutory Objective</b>	<b>Anticipated Impacts</b>	<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>
Increase Self Sufficiency	Impact #1 Incentives to Maintain Employment	Households	2010 Number of Households maintaining maximum rent <b>37</b>	Projected 2011 Number of Households maintaining maximum rent <b>35</b>	2011 Actual Number of Households maintaining maximum rent <b>31</b>
	Impact #1 Incentives to Maintain Employment	Households	2010 Maximum Rent Households experiencing a rent reduction <b>6</b>	Projected 2011 Maximum Rent Households experiencing a rent reduction <b>5</b>	2011 Actual Maximum Rent Households experiencing a rent reduction <b>13</b>
	Impact #1 Incentives to Maintain Employment	Households	2010 Maximum Rent Households moved from public housing <b>5</b>	Projected 2011 Maximum Rent Households moving from public housing <b>7</b>	2011 Actual Maximum Rent Households moved from public housing <b>8</b>
Cost	Impact #2	Dollars	2010 Rent	Projected	Actual 2011

Efficiency	Increased Rent Revenue		Revenue <b>\$18,379</b>	2011 Rent Revenue <b>\$15,000</b>	Rent Revenue <b>\$17,838</b>
Housing Choice	Impact #3 Encourage Stability at PH Developments	Households	2010 Maximum Rent HH moved <b>5(14%)</b> vs. All public housing moves <b>72 (24%)</b>	Projected 2011 Maximum Rent HH moves <b>5</b>	2011 Actual Maximum Rent HH moves <b>8 (25%)</b> vs. All public housing moves <b>75 (27%)</b>
Cost Effectiveness	Less staff time used to re-certify income	Staff Time and Cost	2010 Savings Time= <b>108 hrs</b> Cost= <b>\$1,456</b>	Projected 2011 Savings Time= <b>105 hrs</b> Cost= <b>\$1,380</b>	Actual 2011 Savings Time= <b>93 hrs</b> Cost= <b>\$1,254</b>

***If benchmarks were not achieved or if the activity was determined ineffective provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

PMHA experienced mixed results in meeting benchmarks in 2011. There was a decline in the number of affected households, with fewer families taking advantage of the maximum rents. PMHA management believes this is a one year anomaly, and that with other indicators remaining strong, will expect the number of families to increase.

***Cite the specific provision(s) of the Act or regulation that is waived under MTW that authorized the Agency to make the change, and briefly describe if and how the waived section of the Act or regulation was necessary to achieve the MTW activity.***

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*

### ***PH-3 Elderly and Disabled Rent Re-certifications Biennially*** **Comments**

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. Plan Year: 1999 Implemented: 1999

Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Cost Effectiveness	Less staff time spent on annual re-certifications for elderly or disabled residents	Staff Time and Cost	2010 Number of residents opting out of annual re-certifications <b>20</b> 2008 Savings Time=60 hrs. Cost=\$780	2011 Projection of residents opting out of annual re-certifications <b>23</b> 2010 Projection Savings Time=69 hrs. Cost=\$897	2011 Actual Number of residents opting out of annual re-certifications <b>25</b> 2011 Savings Time=75 hrs. Cost=\$1,011

***If benchmarks were not achieved or if the activity was determined ineffective, provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

Benchmarks were achieved and exceeded. This may be due to largely to the cyclical nature of how the re-certifications are conducted; i.e., in even number years, PMHA may fall short, while in odd numbered years it may exceed the benchmark.

***Cite the specific provision(s) of the Act or regulation that is waived under MTW that authorized the Agency to make the change, and briefly describe if and how the waived section of the Act or regulation was necessary to achieve the MTW activity.***

Initial, Annual and Interim Income Review Process

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

#### ***PH-4 Change in Employment Income***

##### **Comment**

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. Plan Year: 2008 Implemented: April 2008

Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Cost Effectiveness	Reduces Administrative Burden for completion of multiple rent calculations	Number of residents with income increases or decreases of \$1,000 or less in annual income	2010 Number of residents with income increases or decreases of \$1,000 or less in annual income <b>3</b>	2011 Projection of residents with income increases or decreases of \$1,000 or less in annual income <b>5</b>	2011 Actual Number of residents with income increases or decreases of \$1,000 or less in annual income <b>2</b>

**If benchmarks were not achieved or if the activity was determined ineffective provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:**

PMHA observed a second consecutive year in which the benchmark was not achieved, and the number of instances in which this feature applies may be small. The feature is beneficial to the management of the program even though most increases or decreases of income appear to be larger than the threshold established.

**Cite the specific provision(s) of the Act or regulation that is waived under MTW that authorized the Agency to make the change, and briefly describe if and how the waived section of the Act or regulation was necessary to achieve the MTW activity.**

Initial, Annual and Interim Income Review Process

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

*The waived section of the 1937 Act and regulations was necessary in that relatively minor and frequent changes in income did create administrative burden when reported. No hardship requests were made in relation to this policy.*



### ***PH-5 Rent Adjustment for Income Decreases***

#### **Comment**

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.* Plan Year: Prior to 2008 Implemented: Prior to 2008

Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Cost Effectiveness	Reduces Administrative Burden for completion of multiple rent calculations	Number of residents with income decreases lasting less than 30 days	2010 Number of residents with income decreases lasting less than 30 days <b>11</b>	2011 Projection of residents with income decreases lasting less than 30 days <b>10</b>	2011 Actual Number of residents with income decreases lasting less than 30 days : <b>8</b>
Cost Effectiveness	Less staff time spent on interim re-certifications	Staff time and cost savings	2010 Staff time saved: Hours saved: <b>33</b> Cost savings: <b>\$429</b>	2011 Projections Hours saved: <b>30</b> Cost Savings: <b>\$390</b>	2011 Actual Staff time saved: 24 hours Cost Savings \$324:

***If benchmarks were not achieved or if the activity was determined ineffective provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

The benchmark was not achieved in 2011, as the number of very short-term rent decreases turned out to be less than expected. PMHA cannot speak at this time as to whether this is a result of fewer income decreases in general that this feature would apply, or if the income loss was for a greater duration.

***Cite the specific provision(s) of the Act or regulation that is waived under MTW that authorized the Agency to make the change, and briefly describe if and how the waived section of the Act or regulation was necessary to achieve the MTW activity.***

Initial, Annual and Interim Income Review Process-No change. The activity appears to meet the objective of cost effectiveness, and no hardship requests were made by residents.

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

### ***PH-6 Overall Percentage of Income Amounts for Rent Calculations***

This activity was not implemented in 2011. During the latter part of 2011, a variation of this feature was adopted and implemented April 1, 2012. In order to reward “work” or

employment, residents with wage income received a deduction from annual gross income of an amount equal to 4% of annual “earned income”. The impact of implantation will be reported in the 2012 MTW Annual Report.

**PH-7 Eliminate Allowance for Non-Reimbursed Childcare Expenses**

This feature was adopted and implemented April 1, 2012. The impact of implementation will be reported in the 2012 MTW Annual Report.

**PH-8 Raise the Percentage of Income for Non-Reimbursed Medical Expenses**

As indicated in the 2011 plan, this activity is not going to be implemented and thus, was dropped as approved. A future proposal will be offered to address the need to simplify rent calculations and how medical expenses interact with that process.

**PH-9 Deduction for Elderly or Disabled Adults**

This activity will be implemented in 2012. It will be evaluated as it continues to ensure affordability is not compromised. The impact of implementation will be reported in the 2012 MTW Annual Report.

**PH-10 Deduction for Absent Child**

This policy may be implemented in 2012 as part of the continuation of rent reform. It will be evaluated as it continues to ensure affordability is not compromised.

**PH-11 Providing Transitional Housing**

**Comment**

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. Plan Year: 1999 Implemented: 1999

<b>Statutory Objective</b>	<b>Anticipated Impacts</b>	<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>
Housing Choice	Impact #1 Homeless Families Housed	Number of Homeless Families Housed	2010 Number of Homeless Families Housed <b>64</b>	2011 Projection of Homeless Families Housed Minimum of <b>42</b>	2011 Actual Number of Homeless Families Housed <b>64</b>

Self-Sufficiency	Impact #2 On-Site Supportive Services Provided to previously homeless families	Number of Families receiving supportive services	2010 Number of Families receiving supportive services <b>64</b>	2011 Projection of Homeless Families receiving supportive services <b>42</b>	2011 Actual Number of Homeless Families receiving supportive services <b>64</b>
Housing Choice & Self-sufficiency	Impact #3 Homeless Families complete Transitional Housing Program	Number of Homeless Families completing Transitional Housing Program	2010 Number of Homeless Families completing Transitional Housing Program <b>11</b>	2011 Projection of Homeless Families completing Transitional Housing Program <b>10</b>	2011 Actual Number of Homeless Families completing Transitional Housing Program <b>22</b>

***If benchmarks were not achieved or if the activity was determined ineffective, provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

Benchmarks were attained.

***Cite the specific provision(s) of the Act or regulation that is waived under MTW that authorized the Agency to make the change, and briefly describe if and how the waived section of the Act or regulation was necessary to achieve the MTW activity.***

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. MTW authorization is critical to this activity. In 1998, the supportive services funding was not renewed, and the MTW authorization provided the grounds for Congressional action to re-establish funding after evaluators deemed the funding ineligible because transitional housing is not allowed in Public Housing.

***PH-12 PMHA to Operate a Group Home for Disabled Persons as Public Housing***  
Comments

***PMHA will operate a group home for disabled persons as Public Housing, with each bedroom considered as a housing unit for the purposes of household determination, rent calculation, operating subsidy and Capital Fund unit count determinations; 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. Plan Year: 2009 Implemented: 2009***

## Impacts

PMHA requested this authorization to preserve Washington Group Home, an 8-unit group home for disabled persons, as a Public Housing project as it was intended and built over twenty years ago. The request for authorization of this use became necessary as discussion at HUD suggested that group home activity as originally approved by HUD when the home was built, was no longer permitted by HUD. In essence, this activity was intended to protect the housing of eight disabled individuals from being lost due to changing HUD mandates.

Washington Group Home was unoccupied during 2011. Despite ongoing efforts to obtain a new service provider for persons with developmental disabilities, PMHA was unable to find a replacement service provider for that population. As a result, it began advertising the property for any potential group home purpose, and came to agreement with Ohio Multi-County Development Corporation (OMCDC), who sought to provide supportive housing for persons who are exiting foster care. The housing authority OMCDC have been unable to successfully market the property to young adults, with only two individuals from the PMHA waiting list expressing an interest in the property.

Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Increase Housing Choice	Increase the number of units available to vulnerable populations	Number of Units	2009-2010 Baseline: 8 Units of supportive housing	Maintain 8 Units of supportive housing	Building unoccupied in 2011.

***If benchmarks were not achieved or if the activity was determined ineffective, provide a narrative explanation of the challenges, and if possible, identify potential new strategies that might be more effective.***

PMHA has run into difficulties replacing the original service provider who operated the group home for over 25 years. Funding cuts to providers and changes in philosophies for housing has made the group home facility difficult to utilize, and the tastes of subsidized households for other types of housing and availability other forms of subsidized housing may have made the building outdated. PMHA continues to attempt at this writing to make the facility work in its original purpose, but lease-up pressures may make major rehabilitation necessary. In the local housing market, there are other group home and nursing home facilities that have remained vacant and unsold for years; this does not bode well for Washington Group Home. With the current strategy as well as any possible alternative strategies, PMHA and OMCDC are following all applicable fair housing laws and regulation.

EXPLANATION: PH-13 was inadvertently omitted from the FY2011 Plan.

***PH-13 Maintain existing supportive services arrangements with partners as well as increase the numbers of partners Plan Year: 1999 Implemented: 1999***

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. In 2011, a new partner, Ohio Multi-County Development Corporation, was added to serve young women ages 18 to 24 as part of the Portage Horizon program.

<b>Statutory Objective</b>	<b>Anticipated Impacts</b>	<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>
Increase Self Sufficiency	Impact #1 Increase Employment among Families	Number of Families with wage income	2010 Number of Families <b>98 (50%)</b>  Data based on occupied units	2011 Projection <b>100</b>	2011 Actual Number <b>122 (63%)</b>  Data based on occupied units
	Impact #2 Increase Employment among Families	Number of Existing Partners providing supportive services to Residents	2010 Number of Partners <b>4</b>	2011 Projection <b>4</b>	2011 Actual Number of Partners <b>5</b>

***If benchmarks were not achieved or if the activity was determined ineffective provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

Benchmarks were achieved, and PMHA increased the number of collaborations related to the Public Housing Program.

***Cite the specific provision(s) of the Act or regulation that is waived under MTW that authorized the Agency to make the change, and briefly describe if and how the waived section of the Act or regulation was necessary to achieve the MTW activity.***

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. Clearly, partnerships are achievable without MTW authorization, but the various authorizations in general has allowed PMHA to develop and operated transitional

housing, employment programs, homeless shelter and offer office space for supportive services in Public Housing without cost of subsidy to the agency.

### **BOTH HOUSING VOUCHER and PUBLIC HOUSING PROGRAMS**

#### ***B-1 Exclusion of overtime, bonuses and income from bank assets.***

***PMHA excluded interest income from bank assets such as checking and savings accounts and certificates of deposit. Plan year: 1999. Implemented: 2000.***

#### **Housing Choice Voucher Program**

<b>Statutory Objective</b>	<b>Anticipated Impacts</b>	<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>
Increase Self Sufficiency	Promote asset accumulation; increase the number of households that accumulate bank assets	Households reporting bank assets or overtime and bonuses	In 2009, 694 households reported bank assets and one household reported a bonus. In 2010, the number increased to 974 households.	Projected increase in households with bank assets	1,096 households reported bank assets.

***If benchmarks were not achieved or if the activity was determined ineffective, provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

Benchmarks were achieved and an increase in families reporting bank assets was observed.

#### ***Authorization(s)***

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.

This authorization dates to the original MTW agreement. It is conceivable PMHA could waive such aspects of income without authorization as a permissible, optional income deduction, but has been maintained within the MTW Agreement.

#### **PUBLIC HOUSING PROGRAM**

<b>Statutory Objective</b>	<b>Anticipated Impacts</b>	<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>
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Increase Self Sufficiency	Promote Asset Accumulation	Number of Households with Assets	2010 Number of Households <b>95</b>	2010 Projection <b>90</b>	2011 Actual Number <b>101</b>
Increase Self Sufficiency	Promote Asset Accumulation	2010 Dollar Amount	<b>\$247,477</b>	Projected Increase <b>\$3,000</b>	Actual increase in Dollar Amt. <b>\$578</b>
			2010 Avg. Asset Value: <b>\$2,605</b> Median Value: <b>\$100</b>	2011 Avg. Asset Value: <b>\$2,456</b> Median Value: <b>\$100</b>	
Cost Effectiveness	Less staff time used to verify income from assets	Staff time and cost savings	2010 Staff time saved: <b>95</b> hours Cost savings: <b>\$1,235</b>	2011 Projections Hours saved: <b>90</b> Cost Savings: <b>\$1,170</b>	2011 Actual Staff time saved: <b>101</b> hours Cost Savings: <b>\$1,361</b>

***If benchmarks were not achieved or if the activity was determined ineffective provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

Most benchmarks were achieved, such as in number of households and in staff time, but the amount of asset accumulation was lower than projected. PMHA attributes that to rising costs for gasoline and transportation, food, and other basic living expenses beyond housing.

***Cite the specific provision(s) of the Act or regulation that is waived under MTW that authorized the Agency to make the change, and briefly describe if and how the waived section of the Act or regulation was necessary to achieve the MTW activity.***

Rent Policies and Term Limits-No change

*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*

## **B-2 Cap on dependent child deduction**

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. Plan Year: 1999  
Implemented: 2000

### Housing Choice Voucher Program

Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Reduce costs and achieve greater cost effectiveness in federal expenditures	HAP expenditures associated with households with three or more dependents will be reduced	HAP savings/expenditures	In 2010, there were 237 families with 3 or more dependents. A total of \$373,440 in annual income that would have been excluded was included in the determination of annual income. A HAP savings of \$3,606 was realized as a result.	Projected reduction in HAP expenditures	In 2011, there were 226 households with three or more minors. A total of \$382,560 in annual income that would have been excluded was now included in the determination of annual income. A HAP savings of \$3,974 was realized.

### Public Housing Program

Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Reduce costs and achieve greater cost effectiveness in federal expenditures	Increase savings associated with households with three or more dependents	Savings	In 2010, there were 35 families with 3 or more dependents. A total of \$16,800 in annual income that would have been excluded was included in the determination of annual income.	Projected reduction in HAP expenditures	In 2011, there were 38 families with three or more minors. A total of \$22,080 in annual income that would have been excluded was now included in the determination of annual income.

***If benchmarks were not achieved or if the activity was determined ineffective, provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

Benchmarks were achieved.

### **Authorization(s)**



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.

This authorization is necessary under MTW as there is no provision for capping dependent deductions within current law or regulation. Zero hardship requests were received during 2011.

**B-3 Utility Allowance Payments are used to repay participant debts owed to the Housing Authority**

PMHA will withhold utility allowance checks for households who owe PMHA money, to be used to repay those debts. Plan Year: 2009 Implementation: 2010.

**Housing Choice Voucher and Public Housing Programs**

Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Reduce costs and achieve greater cost effectiveness in federal expenditures	Reduce the amount of outstanding debt owed by program participants	Amount of dollars repaid to PMHA through withholding of utility allowances	In 2009, zero households and dollars were withheld due to debts. In 2010, 27 households repaid \$5,278 in debts owed to PMHA through the withholding of their utility allowance checks.	Projected reduction in debt owed to PMHA	In 2011, 110 households in the HCV & PH programs repaid \$17,324 in debts owed to PMHA through the withholding of their utility allowance checks.

***If benchmarks were not achieved or if the activity was determined ineffective provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

PMHA did achieve benchmarks of reducing debt owed to PMHA and considers this feature a valuable tool in addressing debt recovery from families. Zero hardship requests were received during 2011.

***Authorization(s):***

Attachment C, Heading D. (2a) of the Standard Agreement. This authorization waives certain sections of 24 CFR 982.518.

**B-4 Pro-ration of the utility allowance schedule up to the percentage of pro-ration of funding as established by HUD due to appropriations.**

There was no need to pro-rate utility allowances for Housing Choice Voucher participants or Public Housing residents in 2011. PMHA has implemented a new utility rent reform that caps the utility allowance payment to the amount of PIPP Plus, an

income-based utility program that sets utility bills to a percentage of household income. As a result, the pro-ration utility allowance is not likely to be used.

**B-5 Income verifications conducted for approved government programs may be substituted for PMHA income verifications if performed within the previous 90 days.**

This activity was not implemented as the agencies involved determined that the forecasted efficiencies were not going to be realized. The PMHA will consider implementation during 2012 if renewed discussions yield a positive result.

**B-6 Single Fund Budget Flexibility:**

PMHA chose to not use budget fungibility in 2011. It did not participate in any new housing development, and managed the programs so that using this facet of Moving to Work authority was deemed unnecessary during the year.

**NOTE: This feature was inadvertently omitted from FY2011 Agency Plan, but approved in previous plans.**

**B-7 Employment and education deductions**

PMHA will continue to give \$500 deductions from annual income where the head of household or spouse is employed 33 hours or more for the HCV Program and 32 hours or more for Public Housing Program 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. Plan Year: 1999 Implementation: 2000.

Housing Choice Voucher Program

Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Increase Self Sufficiency	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	Households with Head of Household who are employed or attending school full-time	In 2009, 209 households had HOH employed full-time and 73 households with HOH who were full-time students and qualified for the deduction. In 2010, 127 families were given the employment deduction and 80 received the education deduction.	Projected increase in families with HOH employed full-time or full-time students	In 2011, 116 families were given the employment deduction and 63 received the education deduction.

### Public Housing Program

Statutory Objective	Anticipated Impacts	Metric	Baseline	Benchmark	Outcome
Increase Self Sufficiency	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	Households with Head of Household who are employed or attending school full-time	In 2010, 60 families were given the employment deduction and 17 received the education deduction.	Projected increase in families with HOH employed full-time or full-time students	In 2011, 59 families were given the employment deduction and 18 received the education deduction.

*NOTE: The employment and education deductions ended April 1, 2012 for Public Housing households. They were replaced with a deduction from annual gross income of an amount equal to 4% of annual "earned income".*

***If benchmarks were not achieved or if the activity was determined ineffective, provide a narrative explanation of the challenges and, if possible, identify potential new strategies that might be more effective:***

Fewer residents were eligible to receive the employment deduction even as unemployment rates in general fell in Portage County. It is possible that some families have dropped out of the labor force and no longer counted as unemployed, and the housing subsidy may make this choice to be more financially viable than it might be otherwise. Other households continued to work, but at levels insufficient to trigger the feature. Unfortunately, there is also a decrease in education activity among residents, which may further reinforce declines in employment results.

***Authorization(s):***

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. PMHA expects that the deductions offered could be provided within the discretionary rent policies available to any housing authority, and will seek to eliminate these features in exchange for lower percentage of income rates for employment.

## **VII. SOURCES AND USES OF FUNDING**

***A. List planned vs. actual sources (Operating, Capital, and HCV) and uses of MTW Funds (excluding HOPE VI). Provide a narrative description of any major changes from the approved MTW Plan.***

Source of MTW Funds	Projected in 2011 MTW Plan	Adopted Budget	Actual
PH Rental Income	\$502,433	\$752,500	\$679,399
Public Housing Subsidy	\$904,837	\$827,425	\$956,544
Public Housing MTW Capital Fund	\$483,039	\$508,005	\$471,900
HCV Subsidy and Fees	\$10,409,081	\$10,628,859	\$11,465,227
Investment Income		\$10,647	\$7,306
Totals	\$12,299,390	\$12,727,436	\$13,580,376

Uses of MTW Funds	Projected in 2011 MTW Plan	Adopted Budget	Actual
HCV Housing Assistance Payments	\$9,598,695	\$9,610,055	\$9,781,909
HCV Administration		\$1,018,804	\$1,101,238
Public Housing Operations		\$2,286,196	\$2,220,601
Other Business Activities		\$112,391	\$105,816
Totals		\$13,027,446	\$13,209,564

***B. List planned vs. actual sources and uses of State or local funds.***

PMHA plans on local funds for security and management improvements from a City of Kent grant in its Kent developments, and did receive a \$9,000 grant for these activities in 2011. This matched 2010's Kent grant.

**C. If applicable, list planned vs. actual sources and uses of the COCC.**

Source	Actual Amount	Planned Amount	Uses
Management Fee	\$157,337	\$165,037	Salaries and Central Office Operations
Asset Management Fee	\$33,500	\$35,800	Salaries and Central Office Operations
Bookkeeping Fee	\$23,610	\$24,800	Financial Management functions

**D. If using a cost allocation approach or fee-for-service approach that differs from 1937 Act Requirements, describe the actual deviations that were made during the Plan year:**

PMHA did not use a cost allocation or fee-for-service approach that differed from the 1937 Act requirements for the Public Housing program.

**E. List or describe planned vs. actual use of single-fund flexibility:**

PMHA only planned to use single-fund flexibility if it deemed necessary due to substantial under-funding of one particular program. This was not necessary in 2011.

NOTE: A copy of the most recently completed PMHA Audit will be forwarded by U.S. Mail.

## **VIII. ADMINISTRATIVE**

**A. Description of progress on the correction or elimination of observed deficiencies cited in monitoring visits, physical inspections or other oversight and monitoring mechanisms, if applicable.**

Not applicable.

**B. Results of latest Agency-directed evaluations of the demonstration:**

The Portage Metropolitan Housing Authority has had no agency-directed evaluations of the Moving to Work demonstration.

**C. Performance and Evaluation Report for Capital Fund activities not included in the MTW Block Grant.**

See attached addendum.

**D. Certification that the Agency has met the three statutory requirements of: 1) assuring that at least 75 percent of the families assisted by the Agency are very low-income families; 2) continuing to assist substantially the same total number of eligible low-income families as would have been served had the amounts not been combined; and 3) maintaining a comparable mix of families (by family size) are served, as would have been provided had the amounts not been used under the demonstration.**

PMHA certifies that it meets the three statutory requirements of assuring at least 75% of families assisted are very low-income families, that it continues to assist substantially the same number of eligible low-income families and maintaining a comparable family size mix served as would have been provided had the housing authority not participated in the MTW Demonstration.

## CAPITAL FUND ADDENDUM

Annual Statement/Performance and Evaluation Report Capital Fund Program, Capital Fund Program Replacement Housing Factor and Capital Fund Financing Program		U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011		
Part I: Summary				
<b>PHA Name:</b> Portage Metropolitan Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: OH12P0350109 Replacement Housing Factor Grant No: Date of CFFP: 06/30/2011		
		<b>FFY of Grant:</b> 2009 <b>FFY of Grant Approval:</b> 2009		
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report or Period Ending: 06/30/2011				
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated cost		Total Actual Cost 1
		Original	Revised 2	Obligated Expended
1	Total non-CFF Funds			
2	1406 Operations (may not exceed 20% of line 21) 3	102,316.00	101,986.00	101,986.00
3	1408 Management Improvements	63,500.00	67,663.24	39,679.70
4	1410 Administration ( may not exceed 10% of line 21)	51,158.00	50,993.00	24,325.52
5	1411 Audit	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00
7	1430 Fees and Cost	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00
9	1450 Site Improvement	63,180.00	17,470.00	17,470.00
10	1460 Dwelling Structures	199,500.00	237,296.16	237,296.16
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	3,500.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	5,000.00	34,531.00	24,727.88
16	1495.1 Relocation Costs	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00
19	1502 Contingency (may not exceed 5% of line 20)	3,500.00	0.00	0.00
20	Amount of Annual Grant (sum of lines 2 - 19)	511,584.00	509,939.40	445,485.28
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Activities	5,000.00	5,000.00	0.00
23	Amount of line 20 Related to Security - Soft Costs	2,000.00	2,000.00	0.00
24	Amount of line 20 Related to Security - Hard Costs	0.00	0.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures			
Signature of Executive Director		Date June 30, 2011	Signature of Public Housing Director Date	
1 To be completed for the Performance and Evaluation Report. 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement. 3 PHAs with under 250 units in management may use 100% of CFF Grants for operations. 4 RHF funds shall be included here.				
Page 1 of 3		Form HUD-50075.1 (4/2008)		

## Part II: Supporting Pages

PHA Name:		Grant Type and Number CFFP (Yes/No):		Federal FFY of Grant:	
Portage Metropolitan Housing Authority		Capital Fund Program Grant No: OH12PJ3150109		2009	
Development Number Name/PHA - Wide		Replacement Housing Factor Grant: No:			
General Description of Major Work Categories		Development Account No.		Quantity	
Activities		Total Estimated Costs		Total Actual Cost:	
		Original		Revised 1	
		Funds Obligated 2		Funds Expended 2	
FAST	Operations	1403	51,158.00	50,993.00	50,993.00
WEST	Operations	1403	51,158.00	50,993.00	48,765.14
	Management Improvements				
EAST	Resident Security	1403	1,000.00	1,000.00	706.63
WEST	Resident Security	1403	1,000.00	1,000.00	317.40
EAST	Dev Job Training/Business	1403	7,500.00	0.00	
WEST	Dev Job Training/Business	1403	7,500.00	0.00	
EAST	Coordinator Drug Elimination	1403	23,250.00	32,831.62	27,772.82
WEST	Coordinator Drug Elimination	1403	23,250.00	32,831.62	10,882.85
	Administration				
EAST	Salaries/Fringe Benefits	1410	25,279.00	31,100.00	24,325.52
WEST	Salaries/Fringe Benefits	1410	25,279.00	19,887.00	
EAST	Advertising for Bids	1410	375.00		
WEST	Advertising for Bids	1410	225.00	0.00	
	Non-dwelling Equipment				
EAST	Maintenance Equipment	1475	1,750.00	0.00	
WEST	Maintenance Equipment	1475	1,750.00	0.00	
HA - WIDE	Contingency	1502	3,500.00	0.00	

1 To be completed for the Performance and Evaluation Report

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

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

4 RHF funds shall be included here.





Annual Statement/Performance and Evaluation Report			U.S. Department of Housing and Urban Development		
Capital Fund Program, Capital Fund Program Replacement Housing Factor and			Office of Public and Indian Housing		
Capital Fund Financing Program			OMB No. 2577-0226		
			Expires 4/30/2011		

  

<b>Part I: Summary</b>			
<b>PHA Name:</b>		<b>Grant Type and Number</b>	
Portage Metropolitan Housing Authority		Capital Fund Program Grant No: OH12P031501-10 Replacement Housing Factor Grant No:	
Date of CFFP: <span style="border: 1px solid black; padding: 0 20px;"> </span>		FFY of Grant: 2010	
		FFY of Grant Approval:	

  

<b>Type of Grant</b>			
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Performance and Evaluation Report or Period Ending: 06.30.2011		<input type="checkbox"/> Final Performance and Evaluation Report	

  

Line	Summary by Development Account	Total Estimated cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 20)	102,316.00	59,466.00	0.00	0.00
3	1408 Management Improvements	101,410.00	83,660.00	0.00	0.00
4	1410 Administration ( may not exceed 10% of line 20)	50,558.00	50,516.00	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 Cost	0.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	20,000.00	81,100.00	0.00	0.00
10	1460 Dwelling Structures	135,000.00	130,000.00	0.00	0.00
11	1465.1 Dwelling Equipment - Nonexpendable	35,000.00	93,500.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	30,000.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	29,000.00	5,000.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities	0.00	0.00	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	7,700.00	1,918.00	0.00	0.00
20	Amount of Annual Grant: (sum of lines 2 - 19)	510,984.00	505,160.00	0.00	0.00
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Activities	5,000.00	5,000.00	0.00	0.00
23	Amount of line 20 Related to Security - Soft Costs	2,500.00	2,500.00	0.00	0.00
24	Amount of line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures	42,500.00	40,000.00		
Signature of Executive Director		Date	Signature of Public Housing Director	Date	
		June 30, 2011			

  

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

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form HUD-50075.1 (4/2008)

## Part II: Supporting Pages

PHA Name:			Grant Type and Number: CFFP (Yes/No):			Federal FFY of Grant:		
Portage Metropolitan Housing Authority			Capital Fund Program Grant No: OH12P031501-10			2010		
Development Number			Replacement Housing Factor Grant No:					
Name/PHA - Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Costs		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
OH31000001 - EAST	Operations	1406		51,158.00	29,733.00			
OH31000002 - WEST	Operations	1406		51,158.00	29,733.00			
	<b>Management Improvements</b>							
OH31000001 - EAST	Resident Security	1408		1,250.00	1,250.00			
OH31000002 - WEST	Resident Security	1408		1,250.00	1,250.00			
OH31000001 - EAST	Dev Job Training/Business	1408		17,750.00	0.00			
OH31000002 - WEST	Dev Job Training/Business	1408		17,750.00	0.00			
OH31000001 - EAST	Coordinator Drug Elimination	1408		31,705.00	40,580.00			
OH31000002 - WEST	Coordinator Drug Elimination	1408		31,705.00	40,580.00			
	<b>Administration</b>							
OH31000001 - EAST	Salaries/Fringe Benefits	1410		40,444.00	40,423.00			
OH31000002 - WEST	Salaries/Fringe Benefits	1410		10,114.00	10,093.00			
	<b>Non-dwelling Equipment</b>							
OH31000001 - EAST	Vehicle	1475		15,000.00	0.00			
OH31000002 - WEST	Vehicle	1475		15,000.00	0.00			
	<b>Contingency</b>	1502		0.00	1,918.00			
<p>1 To be completed for the Performance and Evaluation Report.</p> <p>2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement</p> <p>3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.</p> <p>4 RHF funds shall be included here.</p>								

Annual Statement/Performance and Evaluation Report						U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011		
<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b>  Portage Metropolitan Housing Authority			<b>Grant Type and Number CFFP (Yes/No):</b> Capital Fund Program Grant No: OH12P031501-10 Replacement Housing Factor Grant No:			<b>Federal FFY of Grant:</b> 2010		
Development Number	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Costs		Total Actual Cost		Status of Work
	Activities			Original	Revised 1	Funds Obligated 2	Funds Expended 2	
	<b>OH31000001 - EAST SIDE</b>							
OH12P031-004P								
Eastowne Manor	Removal of Trees & Stumps	1450	As Needed	20,000.00	0.00			
	Install ADA Shower/Bath/Common	1460	As Needed	5,000.00	0.00			
	Repl Heaters in Common Areas	1460	As Needed	5,000.00	0.00			
	Replace Ranges/Hoods/Refrig	1465	All		45,000.00			
OH12P031-015P								
Acquisition Rehab	Replace Ranges & Refrigerators	1465	All	5,000.00	0.00			
OH12P031-006								
Etna House	Replace Ranges/Hoods/Refrig	1465	All		18,500.00			
	<b>31000002 - WEST SIDE</b>							
OH31-001A								
Athena Gardens	Repl Privacy Fences / Pads	1450	All		81,100.00			
OH31-005P								
Town Square Villas								
	Replace Flooring	1460	All	60,000.00	62,500.00			
OH12P031-009P	Replace Flooring	1460		65,000.00	67,500.00			
Heritage Knolls	Replace Ranges/Hoods/Refrig	1465	60	30,000.00	30,000.00			
	with Energy Star							
1 To be completed for the Performance and Evaluation Report. 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations. 4 RHF funds shall be included here.								
				Page 3 of 3		form HUD-50075.1 (4/2008)		