

PHA Plans

Streamlined 5-Year/Annual Version

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

OMB No. 2577-0226
(exp 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined 5-Year Plan for Fiscal Years 2000 - 2004

Streamlined Annual Plan for Fiscal Year 2004

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: City of Des Moines, Des Moines Municipal Housing Agency

PHA Number: IA020

PHA Fiscal Year Beginning: (mm/yyyy) 07/2004

PHA Programs Administered:

- Public Housing and Section 8**
 Section 8 Only
 Public Housing Only
 Number of public housing units: 887
 Number of S8 units:
 Number of public housing units:
 Number of S8 units: 2574

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans and attachments (if any) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA

- PHA development management offices
- Other (list below)

Streamlined Five-Year PHA Plan

PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.12]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
The Housing Services Department's mission is to provide Quality, Affordable Housing opportunities within Des Moines and Polk County, and to facilitate, where possible, self-sufficiency for its clients.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAs ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:

- Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
- Objectives:
- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
- Objectives:
- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

ATTACHMENTS: ia020a01

Streamlined Annual PHA Plan
PHA Fiscal Year 2004____
[24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 2002 & 2003_ Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;

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

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the PHA’s Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance ATTACHMENTS: ia020b01, ia020c01, ia020d01			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total			
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Families with children			
Elderly families			
Families with Disabilities			
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 14			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input checked="" type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) ATTACHMENTS:			
If used, identify which development/subjurisdiction:		ia020e01, ia020f01, ia020g01	
	# of families	% of total families	Annual Turnover
Waiting list total			
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Families with children			
Elderly families			
Families with Disabilities			
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 1			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

DMMHA is currently accepting applications for persons who qualify for our 1 & 2 bedroom Manor units only.

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)
Develop program materials in other languages

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 20__ grants)		
a) Public Housing Operating Fund	800,000	
b) Public Housing Capital Fund	1,000,000	
c) HOPE VI Revitalization	-0-	
d) HOPE VI Demolition	-0-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	14,000,000	
f) Resident Opportunity and Self-Sufficiency Grants	39,827	
g) Community Development Block Grant	-0-	
h) HOME	-0-	
Other Federal Grants (list below)	-0-	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2003 Capital fund Program	500,879	Modernization of public housing
3. Public Housing Dwelling Rental Income		
	1,200,000	Public Housing operations
4. Other income (list below)		
Late fees, maint. Fees, laundry income, etc.	150,000	Public Housing operations
Operating revenue from 2004 CFP	200,000	Public Housing operations
4. Non-federal sources (list below)		
Sale of 5h Homeownership units	295,190	Public Housing operations
Sale of Public Housing units -disposition	300,226	25% public housing operation, 75% endowment fund
Total resources	18,486,122	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) When staff estimates that a unit will be available within the next several months, applicants will be required to attend an interview and complete a full application. Upon receipt of all verifications, eligibility will be finalized.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe) Past participation in other federally subsidized programs; monies owed DMMHA or other HAs; pattern of illegal use of controlled substance or pattern of abuse of alcohol.

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below) Application packets will be available at local Service providers' offices and will be

mailed to interested parties.

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

Yes

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

Attachment: ia020h01

2. What is the number of site based waiting list developments to which families may apply at one time? 4

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? 2

4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) **Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? 5
2. Yes No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?

If yes, how many lists? 5

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? 2

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below) Application packets that include information on the site-based waiting lists will be available at local Service providers' offices and will be mailed to interested parties.

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

- b. Yes No: Is this policy consistent across all waiting list types?

- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

- b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below) For families impacted by DMMHA's HUD approved disposition application

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) **Disaster only**
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below) Elderly and disabled singles will be admitted before other singles.

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

2 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- 1 Victims of reprisals or hate crimes
- 1 Other preference(s) (list below) DMMHA gives a higher priority to applicants who are currently eligible for one or more preferences. Families qualifying for three preferences will be considered first, families qualifying for two preferences next, then families qualifying for one of the preferences.

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list) Occupancy rules, Pet policy, Community room policy, Grievance procedures, Resident Charges policy & Drug Free Housing addendum

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If

no, this section is complete. If yes, list these developments on the following table:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

Attachment: ia020i01

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors):
 - Other (list below) Past participation in other federally subsidized programs; monies owed DMMHA or other Has; pattern of illegal use of controlled substance or pattern of abuse of alcohol.
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below) The family's current address, the name and address of the landlord at the family's current and prior address, if known.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None

- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance?
(select all that apply)

- PHA main administrative office
- Other (list below) Application packets are also available through local Service providers and property owners and are mailed to interested parties.

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Documentation supporting the request must be submitted, including a progress report listing what contacts were made to find housing.

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
Income targeting preference only.

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families

- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below) Family self-sufficiency

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

2 Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 1 Other preference(s) (list below) Family Self-sufficiency

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below) Local Service providers are contacted

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one of the following two)

- The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))
- The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25

\$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% of adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below) At request of families participating in the Family Self-sufficiency program

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

a. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-

component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

- b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

(1) Capital Fund Program

- a. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

(1) Hope VI Revitalization

- a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)
Development name:
Development (project) number:
Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

- c. Yes No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. Yes No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
- e. Yes No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

Attachment: ia020j01

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

- (1) Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

(2) Program Description

a. Size of Program

- Yes No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?25

b. PHA established eligibility criteria

- Yes No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below: Participants in the Family Self-sufficiency program

c. What actions will the PHA undertake to implement the program this year (list)? Pursue resources for technical assistance for development of program plan.

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a. Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family’s resources.
- b. Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d. Demonstrating that it has other relevant experience (list experience below).

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 20__ - 20__.)

ATTACHMENT: ia020k01

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

- a. Substantial Deviation from the 5-Year Plan **Creation of new activities not contained in current goals or elimination of goals**
- b. Significant Amendment or Modification to the Annual Plan
Changes to rent or admission policies or organization of waiting list
Additions of non-emergency work items or change in use of replacement reserve funds under the Capital Fund
Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

- a. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, provide the comments below:

Attachment: ia020l01

- b. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were

- necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: Patricia Nesbitt

Method of Selection:

Appointment
The term of appointment is (include the date term expires): 12/8/03 thru 07/01/04

Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based

- assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

Date of next term expiration of a governing board member:

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

Consolidated Plan jurisdiction: (provide name here) City of Des Moines

a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply):

- The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Affordable housing is identified as one of the City's priorities.

(4) (Reserved)

Use this section to provide any additional information requested by HUD.

**Attachment - Resident Assessment Survey (RASS) response to scores ia020m01
Attachment - Resident Advisory Board Listing ia020n01**

10. Project-Based Voucher Program

- a. Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below:)

- c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance	Annual Plan: Capital

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	and Evaluation Report for any active grant year.	Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

ATTACHMENTS

CAPITAL FUNDS APPLICATION ia020o01

P & E REPORTS ia020p01 & ia020q01

PHA Name:
HA Code:

5-Year Plan for Fiscal Years: 20__ - 20__

Annual Plan for FY 20__

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:
	Annual Statement				
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual						
Statement						
Total CFP Estimated Cost			\$			\$

B. GOALS

GOAL ONE: MANAGE DMMHA'S PROGRAMS IN AN EFFICIENT AND EFFECTIVE MANNER.

- OBJECTIVES:**
- 1) DMMHA will strive to maintain a high performer status under HUD's evaluation system.
 - 2) Improve the financial status of the department and to generate income to expand the financial resources available to the department.
 - 3) Strive for cost effectiveness in maximizing the limited resources available for achievement of the goal of providing housing for low and moderate-income households.
 - 4) Leverage to the maximum extent feasible the funds available to the department.

GOAL TWO: DEVELOPMENT OF AFFORDABLE HOUSING

- OBJECTIVES:**
- 1) Develop, as owner, sponsor, lender, technical assistant, consultant or advocate, housing affordable to low and moderate income households.
 - 2) Stimulate and encourage the participation of the private sector in the development and providing of housing for low and moderate income households.
 - 3) Assist in developing the experience, expertise, and capacity of community based organizations whose organizational mission includes developing housing affordable to low and moderate income households.

GOAL THREE: INCREASE ASSISTED HOUSING CHOICES

- OBJECTIVES:**
- 1) DMMHA shall increase the number of residents in the Homeownership Program.
 - 2) Expand the marketing of the Section 8 Rental Assistance Program within Polk County.

GOAL FOUR: PROMOTE SELF-SUFFICIENCY

- OBJECTIVES:**
- 1) Contribute to attaining housing related social objectives, such as economic development and support services for program participants.
 - 2) Promote and coordinate supportive services to increase independence for the elderly or families with disabilities.

PART B - HOUSING NEEDS OF FAMILIES

NOTE: The Waiting List Total in the Waiting List Report Section 8 Program - includes all pre-applications and Active applications.

The numbers on the second chart (% AMI and Families with Children) represent Active applicants only. The HA does not enter data on pre-applications with regards to family members and income. This information is added to their computer record at the Active application stage in which is approximately two months prior to the issuance of the Housing Choice Voucher.

Annual Turnover: The Agency maintains records of average turnover per waiting list (Public Housing or Section 8) but does not keep records of average turnover by %AMI. Average turnover for the Section 8 waiting list is 1,539 per year.

DFRUNCON

Auto

Memory Lane Systems, Inc. (c) 1992-97 Thursday, March 25, 2004

Statistical Summary Of Applicants Listed As Of 03/25/2004

For: SECTION 8

Bedrooms Size(s) Reporting On: ALL

Number Of Bedrooms

	0	1	2	3	4+	Total	Percent
White		386	275	137	31	829	65.43%
Black		136	141	79	38	394	31.09%
Indian Or Alaskan	1	11	6	2	1	21	1.65%
Asian		6	11	2	4	23	1.81%
Total	1	539	433	220	74	1267	
Percent	0.07%	42.54%	34.17%	17.36%	5.84%		100.0%

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DFRUNCON

Auto

Memory Lane Systems, Inc. (c) 1992-97 Thursday, March 25, 2004

Number Of Bedrooms

	0	1	2	3	4+	Total	Percent
Hispanic		12	18	9	3	42	3.31%
Non-Hispanic	1	527	415	211	71	1225	96.68%
Total	1	539	433	220	74	1267	
Percent	0.07%	42.54%	34.17%	17.36%	5.84%		100.0%

Number Of Bedrooms Combined Average

	0	1	2	3	4+	Combined Average
Average Days Waiting	232	238	238	240	387	267

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DFRUNCON

Auto

Memory Lane Systems, Inc. (c) 1992-97 Thursday, March 25, 2004

Average Gross Income	1385	Average Adjusted Income	1291
Percentage Qualifying For Broad Range Of Income	99.76%		
Percentage Which Are Handicapped Or Disabled	22.65%		
Total Number Of Handicapped Or Disabled	287		
Total Number Of Applicants Listed	1267		
Number Over Limit For Low Income	0		
Number Qualifying For Low Income	2		
Number Qualifying For Very Low Income	17		
Number Qualifying For Extreme Low Income	1248		
Percentage Qualifying For Low Income	0.15%		
Percentage Qualifying For Very Low Income	1.34%		
Percentage Qualifying For Extreme Low Income	98.50%		

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**DES MOINES MUNICIPAL HOUSING AGENCY
SECTION 8 WAITING LIST**

1 PERSON			2 PEOPLE			3 PEOPLE			4 PEOPLE			5 PEOPLE			6 PEOPLE			7 PEOPLE			8 PEOPLE		
14,050	496	39.1	16,050	670	52.9	18,050	51	4.0	20,050	12	0.9	21,700	6	0.5	23,300	3	0.2	24,900	0	0.0	26,500	0	0.0
23,400	7	0.6	26,750	6	0.5	30,100	6	0.5	33,450	6	0.5	36,150	0	0.0	38,800	0	0.0	41,500	0	0.0	44,150	0	0.0
37,450	0	0.0	42,800	2	0.2	48,150	0	0.0	53,500	0	0.0	57,800	0	0.0	62,100	0	0.0	66,350	0	0.0	70,650	0	0.0
TOTAL ACTIVE					1,267																		
FAMILIES WITH CHILDREN					566		44.7																

PART B - HOUSING NEEDS OF FAMILIES

NOTE: The Waiting List Total in the Waiting List Report Public Housing Program- includes all pre-applications and Active applications.

The numbers on the second chart (% AMI and Families with Children) represent Active applicants only. The HA does not enter data on pre-applications with regards to family members and income. This information is added to their computer record at the Active application stage in which is approximately two months prior to the issuance of the Offer of the Unit for the Public Housing Program.

Annual Turnover: The Agency maintains records of average turnover per waiting list (Public Housing or Section 8) but does not keep records of average turnover by %AMI. Average turnover for the Public waiting list is 1,559 per year

DFRUNCON

Auto

Memory Lane Systems, Inc. (c) 1992-97 Thursday, March 25, 2004

Statistical Summary Of Applicants Listed As Of 03/25/2004

For: PUBLIC HOUSING

Bedrooms Size(s) Reporting On: ALL

Number Of Bedrooms

	0	1	2	3	4+	Total	Percent
White	1	405	5			411	73.92%
Black		131	2			133	23.92%
Indian Or Alaskan		8				8	1.43%
Asian		4				4	0.71%
Total	1	548	7			556	
Percent	0.17%	98.56%	1.25%	0.00%	0.00%		100.0%

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DFRUNCON

Auto

Memory Lane Systems, Inc. (c) 1992-97 Thursday, March 25, 2004

Number Of Bedrooms

	0	1	2	3	4+	Total	Percent
Hispanic		28				28	5.03%
Non-Hispanic	1	520	7			528	94.96%
Total	1	548	7			556	
Percent	0.17%	98.56%	1.25%	0.00%	0.00%		100.0%

Number Of Bedrooms Combined Average

	0	1	2	3	4+	Average
Average Days Waiting	10	311	414	0	0	245

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DFRUNCON

Auto

Memory Lane Systems, Inc. (c) 1992-97 Thursday, March 25, 2004

Average Gross Income	944	Average Adjusted Income	907
Percentage Qualifying For Broad Range Of Income	85.79%		
Percentage Which Are Handicapped Or Disabled	37.76%		
Total Number Of Handicapped Or Disabled	210		
Total Number Of Applicants Listed	556		
Number Over Limit For Low Income	0		
Number Qualifying For Low Income	1		
Number Qualifying For Very Low Income	1		
Number Qualifying For Extreme Low Income	554		
Percentage Qualifying For Low Income	0.17%		
Percentage Qualifying For Very Low Income	0.17%		
Percentage Qualifying For Extreme Low Income	99.64%		

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**DES MOINES MUNICIPAL HOUSING AGENCY
PUBLIC HOUSING WAITING LIST**

1 PERSON			2 PEOPLE			3 PEOPLE			4 PEOPLE			5 PEOPLE			6 PEOPLE			7 PEOPLE			8 PEOPLE			
14,050	434	78.1	16,050	44	7.9	18,050	0	0.0	20,050	2	0.4	21,700	0	0.0	23,300	0	0.0	24,900	0	0.0	26,500	0	0.0	
23,400	5	0.9	26,750	0	0.0	30,100	0	0.0	33,450	0	0.0	36,150	0	0.0	38,800	0	0.0	41,500	0	0.0	44,150	0	0.0	
37,450	0	0.0	42,800	1	0.2	48,150	0	0.0	53,500	0	0.0	57,800	0	0.0	62,100	0	0.0	66,350	0	0.0	70,650	0	0.0	
TOTAL ACTIVE					556																			
FAMILIES WITH CHILDREN					8			1.4																

**ASSESSMENT OF SITE-BASED WAITING LIST DEVELOPMENT
 DEMOGRAPHICAL CHARACTERISTICS
 BASELINE INFORMATION
 4/1/2001**

	<u>Zone 1</u>	<u>Zone 2</u>	<u>Zone 3</u>	<u>Zone 4</u>
	<u>1BR</u>	<u>1BR</u>	<u>1BR</u>	<u>1BR</u>
White	78%	91%	59%	100%
Black	22%	9%	40%	0
Indian/Alaskan	0	0	1%	0
Asian	0	0	0	0
Hispanic	0	0	3%	0
Non-Hispanic	100%	100%	97%	100%
Disabled	10%	15%	0	0
	<u>Zone 1</u>	<u>Zone 2</u>	<u>Zone 3</u>	<u>Zone 4</u>
	<u>2BR</u>	<u>2BR</u>	<u>2BR</u>	<u>2BR</u>
White	54%	60%	66%	68%
Black	45%	37%	30%	28%
Indian/Alaskan	0	0	3%	3%
Asian	2%	3%	1%	1%
Hispanic	6%	7%	4%	7%
Non-Hispanic	94%	93%	96%	93%
Disabled	40%	15%	0	0
	<u>Zone 1</u>	<u>Zone 2</u>	<u>Zone 3</u>	<u>Zone 4</u>
	<u>3BR</u>	<u>3BR</u>	<u>3BR</u>	<u>3BR</u>
White	50%	42%	55%	75%
Black	45%	47%	45%	19%
Indian/Alaskan	0	0	0	0
Asian	5%	11%	0	6%
Hispanic	5%	11%	5%	6%
Non-Hispanic	95%	89%	95%	94%
Disabled	45%	8%	0	0
	<u>Zone 1</u>	<u>Zone 2</u>	<u>Zone 3</u>	<u>Zone 4</u>
	<u>4BR</u>	<u>4BR</u>	<u>4BR</u>	<u>4BR</u>
White	0%	17%	44%	75%
Black	75%	67%	56%	25%
Indian/Alaskan	0	0	0	0
Asian	25%	17%	0	0
Hispanic	0	17%	11%	0
Non-Hispanic	100%	83%	89%	100%
Disabled	75%	7%	0	0

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DECONCENTRATION POLICY FOR COVERED DEVELOPMENTS

DEVELOPMENT NAME	NUMBER OF UNITS	EXPLANATION (if any) [see step 4 at 903.2(C)(1)(iv)]	DECONCENTRATION POLICY (if no explanation) [see step 4 at 903.2(C)(1)(v)]
NA	NA	DMMHA Does not have covered developments that fall outside of the Established Income Range (EIR)	

Demolition/Disposition Activity Description
1a. Development name: Capital View Housing 1b. Development (project) number: IA020-08
2. Activity type: Demolition Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval Planned Application
4. Date application approved, submitted, or planned for submission: Approved August 19, 2003
5. Number of units affected: 34
6. Coverage of Action (select one) <input checked="" type="checkbox"/> Part of the development Total development
7. Timeline for activity: a. Actual or projected start date of activity: December 2003 b. Projected end date of activity: 2011

Demolition/Disposition Activity Description
1a. Development name: All American City Homes 1b. Development (project) number: IA020-09
2. Activity type: Demolition Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval Planned Application
4. Date application approved, submitted, or planned for submission: Approved August 19, 2003
5. Number of units affected: 100
6. Coverage of Action (select one) <input checked="" type="checkbox"/> Part of the development Total development
7. Timeline for activity: a. Actual or projected start date of activity: December 2003 b. Projected end date of activity: 2011

Demolition/Disposition Activity Description	
1a. Development name:	Shelter Vista Homes
1b. Development (project) number:	IA020-10
2. Activity type:	Demolition Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Submitted, pending approval Planned Application
4. Date application approved, submitted, or planned for submission:	Approved August 19, 2003
5. Number of units affected:	15
6. Coverage of Action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	
a. Actual or projected start date of activity:	December 2003
b. Projected end date of activity:	2011

Demolition/Disposition Activity Description	
1a. Development name:	Twin River Abodes
1b. Development (project) number:	IA020-11
2. Activity type:	Demolition Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Submitted, pending approval Planned Application
4. Date application approved, submitted, or planned for submission:	Approved August 19, 2003
5. Number of units affected:	24
6. Coverage of Action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	
a. Actual or projected start date of activity:	December 2003
b. Projected end date of activity:	2011

Demolition/Disposition Activity Description
1a. Development name: City of Bridges Homes 1b. Development (project) number: IA020-12
2. Activity type: Demolition Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval Planned Application
4. Date application approved, submitted, or planned for submission: Approved August 19, 2003
5. Number of units affected: 38
6. Coverage of Action (select one) <input checked="" type="checkbox"/> Part of the development Total development
7. Timeline for activity: a. Actual or projected start date of activity: December 2003 b. Projected end date of activity: 2011

Demolition/Disposition Activity Description
1a. Development name: City Wide Homes 1b. Development (project) number: IA020-13
2. Activity type: Demolition Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval Planned Application
4. Date application approved, submitted, or planned for submission: Approved August 19, 2003
5. Number of units affected: 3
6. Coverage of Action (select one) <input checked="" type="checkbox"/> Part of the development Total development
7. Timeline for activity: a. Actual or projected start date of activity: December 2003 b. Projected end date of activity: 2011

Demolition/Disposition Activity Description	
1a. Development name: Surprising City Homes	
1b. Development (project) number: IA020-15	
2. Activity type: Demolition	
Disposition <input checked="" type="checkbox"/> X	
3. Application status (select one)	
Approved <input checked="" type="checkbox"/> X	
Submitted, pending approval	
Planned Application	
4. Date application approved, submitted, or planned for submission: Approved August 19, 2003	
5. Number of units affected: 70	
6. Coverage of Action (select one)	
Part of the development	
<input checked="" type="checkbox"/> X Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity: December 2003	
b. Projected end date of activity: 2011	

Demolition/Disposition Activity Description	
1a. Development name: All Seasons Homes	
1b. Development (project) number: IA020-16	
2. Activity type: Demolition	
Disposition <input checked="" type="checkbox"/> X	
3. Application status (select one)	
Approved <input checked="" type="checkbox"/> X	
Submitted, pending approval	
Planned Application	
4. Date application approved, submitted, or planned for submission: Approved August 19, 2003	
5. Number of units affected: 48	
6. Coverage of Action (select one)	
Part of the development	
<input checked="" type="checkbox"/> X Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity: December 2003	
b. Projected end date of activity: 2011	

Demolition/Disposition Activity Description
1a. Development name: City Wide Homes II 1b. Development (project) number: IA020-17
2. Activity type: Demolition Disposition <input checked="" type="checkbox"/> X
3. Application status (select one) Approved <input checked="" type="checkbox"/> X Submitted, pending approval Planned Application
4. Date application approved, submitted, or planned for submission: Approved August 19, 2003
5. Number of units affected: 2
6. Coverage of Action (select one) <input checked="" type="checkbox"/> X Part of the development Total development
7. Timeline for activity: a. Actual or projected start date of activity: December 2003 b. Projected end date of activity: 2011

Demolition/Disposition Activity Description
1a. Development name: City Beat 1b. Development (project) number: IA020-18
2. Activity type: Demolition Disposition <input checked="" type="checkbox"/> X
3. Application status (select one) Approved <input checked="" type="checkbox"/> X Submitted, pending approval Planned Application
4. Date application approved, submitted, or planned for submission: Approved August 19, 2003
5. Number of units affected: 60
6. Coverage of Action (select one) Part of the development <input checked="" type="checkbox"/> X Total development
7. Timeline for activity: a. Actual or projected start date of activity: December 2003 b. Projected end date of activity: 2011

Demolition/Disposition Activity Description	
1a. Development name: Shelter Vista Homes	
1b. Development (project) number: IA020-10	
2. Activity type: Demolition <input checked="" type="checkbox"/>	
Disposition	
3. Application status (select one)	
Approved	
Submitted, pending approval	
Planned Application <input checked="" type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: January 2004	
5. Number of units affected: 1	
6. Coverage of Action (select one)	
<input checked="" type="checkbox"/> Part of the development	
Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity: March 2004	
b. Projected end date of activity: June 2004	

Demolition/Disposition Activity Description	
1a. Development name: Capital View Housing	
1b. Development (project) number: IA020-08	
2. Activity type: Demolition <input checked="" type="checkbox"/>	
Disposition	
3. Application status (select one)	
Approved	
Submitted, pending approval	
Planned Application <input checked="" type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: January 2004	
5. Number of units affected: 2	
6. Coverage of Action (select one)	
<input checked="" type="checkbox"/> Part of the development	
Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity: March 2004	
b. Projected end date of activity: June 2004	

STATEMENT OF PROGRESS FIVE YEAR PLAN MISSION AND GOALS

Des Moines Municipal Housing Agency (DMMHA) has evaluated and continues to evaluate all programs, grants, policies and procedures to identify all available financial resources and modify, if necessary, all aspects of program and grant development and implementation.

Des Moines Municipal Housing Agency is working with other community housing and service providers to develop new housing programs and enhance current services to our clients.

Des Moines Municipal Housing Agency has aggressively increased activity in the Public Housing 5h Homeownership program, received approval to implement a Designated Housing Program and is currently implementing a revision and expansion of our Family Self-sufficiency Program.

Des Moines Municipal Housing Agency has increased our leasing rates in both the Section 8 and Public Housing programs. Marketing activities have increased and waiting lists for our programs have been expanded. In our last fiscal year a leasing division was created to focus on increasing our leasing rates for both programs.

Grants have been reviewed and updated, using input from the Resident Assessment survey and comments from residents as guidelines for these revisions.

Through a disposition plan for the scattered- site Public Housing units, Des Moines Municipal Housing Agency will increase the Section 8 Voucher allocations and use the public housing sale proceeds to invest in physical improvements in its remaining housing stock and create more affordable housing.

The Section 8 Management Assessment program (SEMAP) and the Public Housing Assessment System (PHAS) have reflected considerable improvements. DMMHA was designated as a High Performer for this last fiscal year in both programs. Des Moines Municipal Housing Agency is monitoring activity on a quarterly basis and has incorporated the standards established by the U.S. Department of Housing & Urban Development into employee performance evaluations.

Funds allocated by the U.S. Department of Housing & Urban Development for capital improvements for public housing units for all previous fiscal years have been expended or obligated.

Des Moines Municipal Housing Agency has continued to contract with Generations, Inc to provide an elderly services coordinator to assist elderly and disabled individuals and families in the Public Housing manors obtain the necessary supportive services to allow them to remain independent.

The 5h Affordable Homeownership program has increased the number of public housing units sold to low and moderate income families. A full time staff person has been assigned to this program, with additional emphasis on outreach and application processing. Detailed follow-up on previous sales is also occurring.

2004-2005 Agency Plan Presentation

Proposed Changes presented to the DMMHA Resident Advisory Board

January 22, 2004 at 5:30 p.m.

Questions regarding the changes included the following:

T. Anthony Welch, Resident Advisory Board member, inquired if the 5h Homeownership program's budgeted revenue was what the Des Moines Municipal Housing Agency (DMMHA) expected to begin receiving after the beginning of the fiscal year in July.

In the proposed changes to the Agency's disposition plan, Mr. Welch asked if the template contained property that the Agency currently owns.

Under Section 8, Mr. Welch asked if the law has changed so that residents who get assistance in one state could move to another state and still receive the assistance.

When hearing of the proposed changes in the screening process, Mr. Welch asked what would happen if a tenant were evicted for the actions of his or her roommate but wanted to reapply for rental assistance on his or her own.

Weiss next spoke about the proposed changes to the DMMHA's ACO and reiterated that email would no longer be used to verify income. Mr. Welch asked what would replace email verification.

Agency Plan Presentation – Royal View Manor 03/02/04 at 10:30 a.m.

Five Year Plan – Jackie

- No comment

Annual Plan

Housing Needs – Marcy

- No comment

Financial Resources – Jackie

- No comment
- Policies on Eligibility, Selection, Admissions - Marcy
- “Is it no longer a requirement to complete drug rehab?”
- Changes in Administrative Plan & ACO policy - Marcy
- No Comment

Capital Improvement Needs - Mark

- No comment
- Demo/Disp – Jackie
- No comment
- Home Ownership – Jackie
- No comment

Capital Improvement Needs – Mark

- No comment
- Homeownership – Jackie Lloyd
- No comment

Other items

Section 8 Project Based Vouchers - Jackie

- No comment

Schedule of Damages - Dwight

- No comment

FSS Action Plan - Jackie

- No comment

Agency Plan Presentation – East View Manor 03/02/04 at 1:30 p.m.

Five Year Plan – Marcy

- No comment

Annual Plan

Housing Needs – Marcy

- “We have three empty units at our end with people needing housing why are they vacant?”

Financial Resources – Marcy

- No comment

Policies on Eligibility, Selection, Admissions - Marcy

- “What is the age for being considered elderly for HUD.”
- “Can we lower the age to 50. I like to be with some younger people.”
- “Why did they make the age 62?”
- “What do they have to do to qualify? What are the income guidelines?”

Changes in Administrative Plan & ACO policy - Marcy

- “On the definition of a family how would that work if you had lived here a year and wanted to add someone to the lease?”
- “When does the PO Box rule take effect?”
- “Why can't a family member be a live in aid?”
- “Can I run a business from my home like the Internet?”
- “How can a person in the service be low income and still keep their housing?”
- “Why does Section 8 get rent rebate and Public Housing doesn't?”

Capital Improvement Needs - Mark

- “Are we getting new patio doors?”
- “I think for the neighborhood appearance having our privacy fences fixed up would make an improvement.”

Demo/Disp – Marcy

- “How are the disposition units being sold?”

Home Ownership – Marcy

- No comment

Capital Improvement Needs – Mark

- No comment

Other items

Section 8 Project Based Vouchers - Marcy

- No comment

Schedule of Damages - Dwight

- “Where do the maintenance prices come from? That seems high for the prices of material. I could get it cheaper myself. Formica is not that expensive.”
- “How do you figure out charges on cigarette burns on really old carpet? There were burns in my carpet before I moved in.”

FSS Action Plan - Marcy

- No comment

Five Year Plan – Jackie

- No comment

Annual Plan

Housing Needs – Marcy

- No comment

Financial Resources – Jackie

- No comment
- Policies on Eligibility, Selection, Admissions - Marcy
- “Will You deny applications for Drug Charges or does it have to be a conviction?”
- Changes in Administrative Plan & ACO policy - Marcy
- “If there are not more than 3 bedrooms how about the new Public Housing you are building?”
- Capital Improvement Needs - Mark
- “ I don’t see Highland Park listed on this handout”
- Demo/Disp – Jackie
- No comment
- Home Ownership – Jackie
- No comment

Capital Improvement Needs – Mark

- No comment

Homeownership – Jackie Lloyd

- No comment

Other items

Section 8 Project Based Vouchers - Jackie

- No comment

Schedule of Damages - Dwight

- “I have mice in the house eating my carpet will I be charged for that?”

FSS Action Plan - Jackie

- No comment

Survey response

This document is to discuss how the City of Des Moines Municipal Housing Agency (DMMHA) will address low scores on communication and neighborhood appearance from the 2003 Resident Assessment Sub-System (RASS).

Please note that the bold and/or highlighted type indicates added comments for this year.

Communication

1. Management meetings with Public Housing residents will be held on a quarterly basis.
2. Newsletters will continue, **as funding will allow.**
3. Information about the importance of resident involvement in activities and resident councils will be included in new admission packets.
4. Family Self-Sufficiency information will be provided to all residents and clients will be encouraged to participate.
5. **The Resident Advisory Board will meet every other month.**
6. DMMHA will continue to work on staff courtesy and professionalism and will monitor the response time to residents.
7. DMMHA will explore the use of email as a technique to improve communication and will continue to develop an effective website.

Neighborhood Appearance

1. The maintenance supervisor has reviewed the RASS survey and will implement a plan to improve the conditions of the common areas, building exteriors and parking areas as Capital Funds allow
2. DMMHA will continue its efforts to reduce the number of vacant units.

Resident Advisory Board

Julie Billings	3400 8 th Street Apt #225 Des Moines 50313	244-1135
Alma Morris	1101 Crocker Apt #805 Des Moines 50309	280-7098
Martha Swails	2717 SW 9 th Street Apt #207 Des Moines 50315	282-1393
Linda Vinall	3830 6 th Ave. Apt #5A Des Moines 50313	243-6511
Beckee Foss	1721 13 th Street Des Moines 50314	282-4861
Shonnae Lundy	6217 SW 14 th Street Des Moines 50315	953-5000
Tabbatha Bailey	325 SE Payton Ave Des Moines 50315	953-0945
Amy Erickson (Toillion)	2613 SE 18 th Court Des Moines 50320	244-6024
Jenn Brown	1648 Hull Ave Apt 308 Des Moines 50313	282-8327 work
Patricia Nesbitt	1101 Crocker Apt. #704 Des Moines, Ia. 50309	284-5883
Anthony Welch	1101 Crocker Apt. #604 Des Moines, Ia. 50309	288-5665

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: City of Des Moines, Iowa Municipal Housing Agency	Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 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				
2	1406 Operations	300,351			
3	1408 Management Improvements Soft Costs	147,518			
	Management Improvements Hard Costs				
4	1410 Administration	140,176			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	41,500			
8	1440 Site Acquisition				
9	1450 Site Improvement	142,312			
10	1460 Dwelling Structures	554,398			
11	1465.1 Dwelling Equipment—Non-expendable	0			
12	1470 Non-dwelling Structures	30,000			
13	1475 Non-dwelling Equipment	122,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	23,500			
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	1,501,755			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: City of Des Moines, Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
HA-Wide	Operations		1406		300,351			
HA-Wide Management Improvements	a. Salaries Director (10%) Assistant Director (10%) Accounting Manager (15%) Accounting Assistant (10%) Accounting Assistant (5%) Bookkeeper (5%) Public Housing Administrator (10%) Housing System Administrator (10%) Maintenance Supervisor (10%) Assist' Maintenance Supervisor (10%) Admin. Secretary (10%) Inventory Control Specialist (10%)		1408		9,270 6,180 5,360 2,884 3,300 2,575 3,810 5,000 5,200 4,800 2,705 2,900			
	b. Employee Benefits		1408		31,534			
	c. Software & Training		1408		35,000			
	e. Staff Training		1408		27,000			
Administration	a. Salaries Projects Specialist (100%) Projects Specialist (100%)		1410 1410.2 1410.2		 49,712 49,712			
	b. Employee Benefits		1410.9		40,752			
Fees & Cost	a. Architectural & Engineering b. A&E Misc. Expense		1430 1430		40,000 1,500			

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: City of Des Moines, Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
20-2 Royal View Manor	Replace Fan Coil Units Update Entry Doors		1460 1460		130,000 35,000				
20-3 East View Manor	Replace Patio Doors Re-stripe/seal Parking Lot		1460 1450		50,000 30,000				
20-4 SouthView Manor	Replace Kitchen Cabinets & Countertops Landscaping Improvements Replace Metal Windows at Common Areas		1460 1450 1460		100,000 20,000 50,000				
20-14 Haven Homes	Landscaping Improvements Re-stripe/seal Parking Lot		1450 1450		30,000 40,000				
Agency Wide Modernization	Repairs to 5h Units Replace Site Concrete		1460 1450		209,398 32,312				
Non-Dwelling Equipment	a. Computer Equipment b. Maintenance Equipment c. Maintenance Vehicles		1475.1 1475.2 1475.3		35,000 35,000 52,000				
Agency Wide	Appliance Replacements Relocation Cost		1465.1 1495.1		0 23,500				
Non-Dwelling Structures	Admin. Building Leasehold Improvements Arthur Building Leasehold Improvements		1470 1470		15,000 15,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: City of Des Moines, Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program No: IA05-PO20-50104 Replacement Housing Factor No:					Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
IA20-02 Royal View Manor	6/30/06			6/30/08				
IA20-03 East View Manor	6/30/06			6/30/08				
IA20-04 South View Manor	6/30/06			6/30/08				
IA20-14 Haven Homes	6/30/06			6/30/08				
Agency Wide Modernization	6/30/06			6/30/08				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name : City of Des Moines, Iowa Municipal Housing Agency		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year 1 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008
IA20-2 Royal View	Annual Statem ent	150,000	150,000	150,000	150,000
IA20-3 East View		82,312	50,000	50,000	50,000
IA20-4 South View		150,000	100,000	112,312	202,312
IA20-8 Capital City					
IA20-9 All American					
IA20-10 Shelter Vista					
IA20-11 Twin Rivers					
IA20-12 City of Bridges					
IA20-13 City Wide					
IA20-14 Haven Homes		70,000	152,312	140,000	50,000
IA20-15 Suprising City					
IA20-16 All Season					
IA20-17 City Wide II					
IA20-18 City Beat					
HA -Wide		1,049,443	1,049,443	1,049,443	1,049,443
Total CFP Funds (Est.)		1,501,755	1,501,755	1,501,755	1,501,755
Total Replacement Housing Factor Funds					

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : 2 FFY Grant: 2005 PHA FY: 2005			Activities for Year: 2 FFY Grant: 2005 PHA FY: 2005		
SEE	IA20-2 Royal View	Replace Fan Coil Units	130,000	IA20-17 City Wide II		0
ANNUAL		Re-stripe/seal Parking	20,000			0
STATEMENT		Replace Water Heaters				
	IA20-3 East View	Replace Patio Doors	52,312			
		Replace Patio Slabs	30,000			
				HA-Wide	Mgmt. Improvements	147,518
	IA20-4 South View	Replace Apt Windows	150,000			
		Update Generator Controls		HA-Wide	Office/Computer Equip.	30,000
	IA-20-8 Capital City		0		Maintenance Equip.	30,000
					Maintenance Truck	52,000
	IA20-9 All American		0			
				HA-Wide	Administration	150,176
	IA20-10 Shelter Vista		0			
			0	HA-Wide	A & E Services	41,500
	IA20-11 Twin Rivers		0	HA-Wide	Operations	300,351
	IA20-13 City Wide		0			
				HA-Wide	Arthur Bldg. Leasehold Improvements	15,000
	IA20-14 Haven Homes	Site Improvements	30,000			
		Update Community Rm	40,000	HA-Wide	Admin Leasehold Imp	15,000
	IA20-15 Suprising City			HA-Wide	Site Concrete	33,500
	IA20-16 All Season		0	HA-Wide	Repairs to 5h Units	209,398

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : 3 FFY Grant: 2006 PHA FY: 2006			Activities for Year: 3 FFY Grant: 2006 PHA FY: 2006		
SEE	IA20-2 Royal View	Replace Fan Coil Units	125,000	IA20-16 All Season		0
ANNUAL		Update Elev. Controls	25,000			
STATEMENT		Update Entry Doors		IA20-18 City Beat		0
	IA20-3 East View	Replace Wood Siding	50,000	HA-Wide	Mgmt. Improvements	147,518
		Replace Water Heaters				
				HA-Wide	Office/Computer Equip.	30,000
	IA20-4 South View	Replace Commons Floor Coverings	100,000		Maintenance Equip.	30,000
		Seal Leak @ Community Rm			Maintenance Truck	52,000
	IA-20-8 Capital City		0			
				HA-Wide	Administration	150,176
	IA20-9 All American		0	HA-Wide	A & E Services	41,500
			0			
				HA-Wide	Operations	300,351
	IA20-10 Shelter Vista		0			
				HA-Wide	Arthur Bldg. Leasehold Improvements	15,000
	IA20-11 Twin Rivers		0	HA-Wide	Admin Leasehold Imp	15,000
	IA20-13 City Wide		0	HA-Wide	Site Concrete	33,500
				HA-Wide	Repairs to 5h Units	209,398
	IA20-14 Haven Homes	Replace Apt Carpeting	152,312			
	IA20-15 Suprising City		0			

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : 4 FFY Grant: 2007 PHA FY: 2007			Activities for Year: 4 FFY Grant: 2007 PHA FY: 2007		
SEE	IA20-2 Royal View	Replace Horizontal		IA20-17 City Wide II		0
ANNUAL		Water Lines @ 9 th flr.	130,000			
STATEMENT		Security Equipment	20,000			
	IA20-3 East View	Update Comm. Room	50,000	HA-Wide	Mgmt. Improvements	147,518
		Replace Entry System				
	IA20-4 South View	Update Comm. Room	50,000	HA-Wide	Office/Computer Equip.	30,000
		Replace Hall Doors	62,312		Maintenance Equip.	30,000
		Replace Entry System			Maintenance Truck	52,000
	IA-20-8 Capital City		0	HA-Wide	Administration	150,176
	IA20-9 All American		0	HA-Wide	A & E Services	41,500
	IA20-10 Shelter Vista		0			
				HA-Wide	Operations	300,351
	IA20-11 Twin Rivers		0			
				HA-Wide	Arthur Bldg. Leasehold Improvements	15,000
	IA20-11 Twin Rivers		0			
				HA-Wide	Admin Leasehold Imp	15,000
	IA20-13 City Wide		0			
				HA-Wide	Site Concrete	33,500
	IA20-14 Haven Homes	Replace Appliances	140,000			
		Replace Entry System		HA-Wide	Repairs to 5h Units	209,398
	IA20-15 Suprising City		0			
	IA20-16 All Season		0			

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : 5 FFY Grant: 2008 PHA FY: 2008			Activities for Year: 5 FFY Grant: 2008 PHA FY: 2008		
SEE	IA20-2 Royal View	Replace Trash Compact	100,000	HA-Wide	Mgmt. Improvements	147,518
ANNUAL		Security Updates	50,000			
STATEMENT	IA20-3 East View	Repair Gutters	25,000	HA-Wide	Office/Computer Equip.	30,000
		Update Kitchens			Maintenance Equip.	30,000
	IA20-4 South View	Tuck-point Exterior	100,000		Maintenance Truck	52,000
		Security Updates	25,000			
		Replace Appliances	77,312	HA-Wide	Administration	150,176
		Update Kitchens				
	IA-20-8 Capital City		0	HA-Wide	A & E Services	41,500
	IA20-9 All American		0	HA-Wide	Operations	300,351
	IA20-10 Shelter Vista		0	HA-Wide	Arthur Bldg. Leasehold	
	IA20-11 Twin Rivers		0		Improvements	15,000
	IA20-12 City of Bridges		0	HA-Wide	Admin Leasehold Imp	15,000
	IA20-13 City Wide		0	HA-Wide	Site Concrete	33,500
	IA20-14 Haven Homes	Site Improvements	25,000	HA-Wide	Repairs to 5h Units	209,398
		Security Updates	25,000			
		Update Kitchens				
			0			
	IA20-15 Suprising City		0			
	IA20-16 All Season		0			
	IA20-17 City Wide II		0			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: City of Des Moines, Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002	
<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 for Period Ending:12/31/03 <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					
2	1406 Operations	321,000	304,379	304,379	304,379	
3	1408 Management Improvements Soft Costs	231,379	42,800	42,800	42,800	
	Management Improvements Hard Costs					
4	1410 Administration	155,986	103,186	103,186	103,186	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	45,000	5,000	4,383	4,383	
8	1440 Site Acquisition					
9	1450 Site Improvement	180,000	40,000	40,000	40,000	
10	1460 Dwelling Structures	551,735	833,530	833,530	833,530	
11	1465.1 Dwelling Equipment—Nonexpendable	25,000	42,270	35,757	35,757	
12	1470 Nondwelling Structures	20,000	6,755	6,756	6,756	
13	1475 Nondwelling Equipment	75,000	133,975	133,975	133,975	
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs		5,000	3,430	3,430	
18	1499 Development Activities					
19	1502 Contingency					
	Amount of Annual Grant: (sum of lines.....)	1,605,100	1,521,895	1,508,196	1,508,196	
	Amount of line XX Related to LBP Activities					
	Amount of line XX Related to Section 504 compliance					
	Amount of line XX Related to Security –Soft Costs					
	Amount of Line XX related to Security-- Hard Costs					
	Amount of line XX Related to Energy Conservation Measures					
	Collateralization Expenses or Debt Service					

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

PHA Name: City of Des Moines, Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA-Wide	Operations		1406		321,000	304,379	304,379	304,379	
HA-Wide Management Improvements	a. Salaries Director (10%) Assistant Director (10%) Accounting Manager (15%) Accounting Assistant (10%) Accounting Assistant (5%) Bookkeeper (5%) Owned Housing Administrator (10%) Housing System Administrator (100%) Maintenance Supervisor (10%) Assist's. Maintenance Supervisor (10%) Admin. Secretary (10%) Inventory Control Specialist (10%)		1408		9,270 6,180 5,360 2,884 3,300 2,575 3,810 50,000 5,200 4,800 2,705 2,900	9,270 6,180 5,360 2,884 3,300 2,575 3,810 50,000 5,200 4,800 2,705 2,900	42,800	42,800	
	b. Employee Benefits		1408		34,644	34,644			
	c. Software & Training		1408		67,751	67,751			
	e. Staff Training		1408		30,000	50,421			
Administration	a. Salaries Projects Specialist (100%) Projects Specialist (100%) Projects Admin. Support (100%)		1410 1410.2 1410.2 1410.2		46,885 44,680 24,000	46,885 44,680 24,000	103,186	103,186	
	b. Employee Benefits		1410.9		40,421	36,621			
Fees & Cost	a. Architectural & Engineering		1430		40,000	4,384	4,384	4,384	
	b. A&E Misc. Expense		1430		5,000	0	0	0	

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: City of Des Moines, Iowa Municipal Housing Agency			Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
20-2 Royal View Manor	Replace Water Lines		1460		30,000	163,209	163,209	163,209	Cameras installed W/ PHDE funds
	Relocate Laundry Room		1460		0	0	20,883	20,883	
	Replace Hall Lighting		1460		0	0	25,278	25,278	
	Install Security Cameras		1460		150,000	0			
	Replace Storeroom Roof		1460		0	0	731	731	
20-3 East View Manor	Replace Hall Lighting w/ T-8 Lighting		1460		50,000	0	0	0	
	Repair Roof		1460		0	18,690	18,690	18,690	
20-4 South View Manor	Replace Kitchen Cabinets		1460		0	0	60,646	60,646	
	Replace Boilers		1460		0	0	34,739	34,739	
20-14.1&20-14.2 HPP & OPP	Replace Water Heaters		1460		50,000	50,000	21,496	21,496	
20-17 City WideII	Replace Roof		1460	1	0	24,374	24,374	24,374	
	HVAC Repairs		1460		0	47	47	47	
HA Wide Modernization	Exterior Repairs to Vacant Units		1460		80,000	445,039	445,039	445,039	
HA Wide Modernization	Replace Site Concrete/Retaining Walls		1450		100,000	40,000	40,000	40,000	
Non-Dwelling Equipment	a. Computer Equipment		1475.1		50,000	14,059	14,059	14,059	
	b. Maintenance Equipment		1475.2		35,000	12,057	12,057	12,057	
	c. Maintenance Vehicle		1475.3		0	91,418	91,418	91,418	
Agency Wide	Appliance Replacements		1465.1		25,000	42,270	35,757	35,757	
Non-Dwelling Structures	Admin. Building Leasehold Improvements		1470		20,000	6,756	6,756	6,756	
20-10 20-13 20-08	HVAC		1460		0	0	1,918	1,918	
	Replace Roof		1460		0	0	10,120	10,120	
	Replace Roof		1460		0	0	6,360	6,360	
Agency Wide	Relocation Cost		1495		0	5000	3,430	3,430	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: City of Des Moines, Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program No: IA05-PO20-50102 Replacement Housing Factor No:				Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IA20-02 Royal View Manor	12/31/03	12/31/03		6/30/05	6/30/05		
IA20-03 East View Manor	12/31/03	12/31/03		6/30/05	6/30/05		
IA20-04 South View Manor	12/31/03	12/31/03		6/30/05	6/30/05		
IA20-14.1&14.2 Highland & Oak Park	12/31/03	12/31/03		6/30/05	6/30/05		
IA20-17 City Wide Homes II	12/31/03	12/31/03		6/30/05	6/30/05		
Agency Wide Modernization	12/31/03	12/31/03		6/30/05	6/30/05		

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: City of Des Moines, Iowa Municipal Housing Agency	Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: 12/31/2003
 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				
2	1406 Operations	304,379	250,439	250,439	250,439
3	1408 Management Improvements Soft Costs	192,518	147,518	10,958	10,958
	Management Improvements Hard Costs				
4	1410 Administration	152,186	125,220	20,676	20,676
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	41,500	41,500	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	100,000	80,000	4,893	4,893
10	1460 Dwelling Structures	555,812	437,020	112,119	112,119
11	1465.1 Dwelling Equipment—Nonexpendable	20,000	0	0	0
12	1470 Nondwelling Structures	15,000	15,000	451	451
13	1475 Nondwelling Equipment	137,000	132,000		
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	3,500	23,500	0	0
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	1,521,895	1,252,197	413,134	413,134
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: City of Des Moines, Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA-Wide	Operations		1406		304,379	250,439	250,439	250,439	
HA-Wide Management Improvements	a. Salaries Director (10%) Assistant Director (10%) Accounting Manager (15%) Accounting Assistant (10%) Accounting Assistant (5%) Bookkeeper (5%) Owned Housing Administrator (10%) Housing System Administrator (100%) Maintenance Supervisor (10%) Assist' Maintenance Supervisor (10%) Admin. Secretary (10%) Inventory Control Specialist (10%)		1408		9,270 6,180 5,360 2,884 3,300 2,575 0 50,000 5,200 4,800 2,705 2,900	9,270 6,180 5,360 2,884 3,300 2,575 3,810 5,000 5,200 4,800 2,705 2,900	10,958	10,958	
	b. Employee Benefits		1408		34,644	31,534			
	c. Software & Training		1408		35,000	35,000			
	e. Staff Training		1408		27,700	27,700			
Administration	a. Salaries Projects Specialist (100%) Projects Specialist (100%) Projects Admin. Support (70%)		1410 1410.2 1410.2 1410.2		48,265 43,911 19,569	48,265 43,911 0	20,676	20,676	
	b. Employee Benefits		1410.9		40,441	33,044			
Fees & Cost	a. Architectural & Engineering		1430		40,000	40,000	0	0	
	b. A&E Misc. Expense		1430		1,500	1,500	0	0	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: City of Des Moines, Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50103 Replacement Housing Factor Grant No:					Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
20-2 Royal View Manor	Replace Water Lines @ Stair Wells Relocate Laundry Room		1460 1460		35,000 85,000	35,000 0	0 0	0 0	
20-3 East View Manor	Repaint Apartments Landscape Improvements		1460 1450	20	25,000 0	0 15,000	0 0	0 0	
20-4 SouthView Manor	Replace Kitchen Cabinets & Countertops		1460	25	85,000	110,000	0	0	
20-10 Shelter Vista Homes	Replace site concrete		1450		0	4,893	4,893	4,893	
20-17 City Wide II	Replace Roofs		1460		0	14,310	14,310	14,310	
20-18 City Beat	Replace Roofs		1460		0	12,000	12,000	12,000	
20-14 Haven Homes	Landscaping Improvements Replace Chillers		1450 1460		35,000 0	20,000 85,000	0 0	0 0	
Agency Wide Modernization	Repairs to Vacant Units Site Repairs to Vacant Units		1460 1450		223,000 30,000	207,020 45,000	85,809 0	85,809 0	
Non-Dwelling Equipment	a. Computer Equipment b. Maintenance Equipment c. Maintenance Vehicles		1475.1 1475.2 1475.3		50,000 35,000 52,000	50,000 30,000 52,000	0 0 13,598	0 0 13,598	
Agency Wide	Appliance Replacements Relocation Cost		1465.1 1495.1		20,000 3,500	0 23,500	0 0	0 0	
Non-Dwelling Structures	Admin. Building Leasehold Improvements		1470		15,000	15,000	451	451	
20-12 City of Bridges	Replace Kitchen Cabinets & Countertops		1460	10	27,812	0	0	0	
20-13 City Wide	Replace Siding		1460	5	75,000	0	0	0	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: City of Des Moines, Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program No: IA05-PO20-50103 Replacement Housing Factor No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
IA20-02 Royal View Manor	9/16/05			9/16/07				
IA20-03 East View Manor	9/16/05			9/16/07				
IA20-04 South View Manor	9/16/05			9/16/07				
IA20-8 Capitol City Homes	9/16/05			9/16/07				
IA20-12 City of Bridges	9/16/05			9/16/07				
IA20-13 City Wide Homes	9/16/05			9/16/07				
IA20-14 Haven Homes	9/16/05			9/16/07				
Agency Wide Modernization	9/16/05			9/16/07				

