

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2004

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan
Agency Identification**

PHA Name: ANN ARBOR HOUSING COMMISSION

PHA Number: MI064

PHA Fiscal Year Beginning: 07/2004

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 (including attachments) 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)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

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.
- X The PHA's mission is: To provide desirable housing by building cohesive residential communities, creating an atmosphere of pride and developing an environment that fosters responsibility and accountability while cultivating a partnership between AAHC staff, residents, the board and the community.

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.

- x PHA Goal: Expand the supply of assisted housing
Objectives:
- X Apply for additional rental vouchers: Increase vouchers by 25% of FY2000 allocation
- X Reduce public housing vacancies: Reduce vacancies to 3% or not more than 10 units.
- ☐ Leverage private or other public funds to create additional housing opportunities:
- ☐ Acquire or build units or developments
- X Other (list below): Explore bonding capacity and creating a 501c3
- X PHA Goal: Improve the quality of assisted housing
Objectives:
- X Improve public housing management: (PHAS score)

- X Improve voucher management: (SEMAP score)
- X Increase customer satisfaction: Improve communication through new resident orientation, on-site maintenance training, regular newsletter issuance. Improve timeliness of telephone and work order response. Expand development of resident councils and/or Resident Advisory Board.
- X Concentrate on efforts to improve specific management functions: Develop a more stable revenue stream; provide consistent oversight of Section 8 program, including file review, applicant selection, and HQS inspections.
- X Renovate or modernize public housing units: Continue through CGP/CFP
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

- X PHA Goal: Increase assisted housing choices
- Objectives:
 - ☐ Provide voucher mobility counseling:
 - X Conduct outreach efforts to potential voucher landlords: Continue S8 workshop series begun in December 1999; speak to apartment owners groups; seek additional landlord participation.
 - X Increase voucher payment standards: Conduct an analysis to consider increasing standards to 105% of FMR to increase lease up success especially for one bedroom voucher holders.
 - X Implement voucher homeownership program: Consider use of 5% of current allocation as pilot program (up to 50 vouchers) as a homeownership option.
 - ☐ 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

- X PHA Goal: Provide an improved living environment
- Objectives:
 - X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Establish working family preference in the selection of tenants and implement flat rent to encourage retention of working families
 - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

- X Implement public housing security improvements:
Continue Community Policing activities, police in residence program, and upgrade building security especially at elderly/disabled buildings.
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- X Other:
Enhance site appearance through new or improved signage, landscaping and trash management.

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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - X Increase the number and percentage of employed persons in assisted families:
Adoption of working family preference.
 - X Provide or attract supportive services to improve assistance recipients' employability: Welfare-to Work Voucher allocation and Welfare to Work TOP grant
 - X Provide or attract supportive services to increase independence for the elderly or families with disabilities: Continue to seek HUD and other funding for supportive services. Access local universities for student interns in the areas of occupational and physical therapy, social work and urban planning.
 - X Other: (list below)
Enhancement of community centers, including computer labs with Internet hook-up and increased on-site services.

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

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
Ongoing activity
 - X 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: ongoing activity
 - X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Already in compliance with 504 needs assessment; waiting list does not indicate a need additional accessible units.

X Other: (list below)

Improve accessibility to local resource centers established at family
developments, ie., Green-Baxter Court and Maple Meadows.

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2004
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Highlights for the coming year include increased partnership efforts to help address homelessness including: (1) limited preference for homeless families referred by Family Support Network for public housing, contingent upon year-long wrap around supportive services; (2) limited preference for disabled at risk of homelessness referred by Community Support and Treatment Services for Section 8 housing; and (3) continuation of the pilot project with Area Agency on Agency 1-B for limited referral for Medicaid eligible Washtenaw County residents for Section 8 housing in the form of Assisted Living. Additionally, the Commission is expanding its discretionary rent policies in Public Housing to match that in Section 8, wherein increased earned income must be reported when it occurs, but will not be included in rent determination until annual reexamination; this is an incentive for working families. The Commission will make a concerted effort to establish a 501(c)3 to augment its capacity to expand housing opportunity and services. It will also explore a partnership with a local non-profit to preserve affordable housing at the YMCA through Section 8 project-basing. Lastly, we hope to complete the last of the ADA modifications to our family site community centers with CFP and CDBG funding (if available).

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- X Admissions Policy for Deconcentration – Appendix A
- X FY 2004 Capital Fund Program Annual Statement - see Section 7
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- X PHA Management Organizational Chart – Appendix J

- X FY 2004 Capital Fund Program 5 Year Action Plan – see Section 7
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- X Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) – Appendix K
- ☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

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	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
pending	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: 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	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	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), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Schedule of flat rents offered at each public housing development <input 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 X 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	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	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
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	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	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program X check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Pending release for 2003	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall **	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	1500	5	5	1	NA	2	NA
Income >30% but <=50% of AMI	300	3	3	1	NA	2	NA
Income >50% but <80% of AMI	50	2	2	1	NA	2	NA
Elderly >62	375	3	2	2	NA	2	NA
Families with Disabilities	175-200**	5	5	2	NA	3	NA
Race/White	475	2	2	NA	NA	NA	NA
Race/Black	1250	5	5	NA	NA	NA	NA
Race/Asian	25	1	1	NA	NA	NA	NA
Ethnicity/Hispanic	10	1	1	NA	NA	NA	NA

* Based on AAHC PH/S8 waitlists.

** We believe this # is understated: not all applicants self-identify disability.

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

X Consolidated Plan of the Jurisdiction/s: City of Ann Arbor; Washtenaw Cty

Indicate year: 2003

X U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset

☐ American Housing Survey data

Indicate year:

☐ Other housing market study

Indicate year:

X Other sources: (list and indicate year of information)

Reviewed Census data from 2000, for City of Ann Arbor, Washtenaw Cty, & Ann Arbor PSMA

B. 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 Waiting List			
Waiting list type: (select one)			
X Section 8 tenant-based assistance			
<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	1325		80
Extremely low income <=30% AMI	1047	79%	
Very low income (>30% but <=50% AMI)	240	18%	
Low income (>50% but <80% AMI)	38	3%	
Families with children	638	52%	
Elderly families	352	27%	
Families with Disabilities	163	12%	
Race/ethnicity/white	356	27%	

Housing Needs of Families on the Waiting List			
Race/ethnicity/black	947	71%	
Race/ethnicity/AmIn	12	1%	
Race/ethnicity/Asian	10	1%	
Characteristics by Bedroom Size (Public Housing Only)	Not Applicable		
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)? 19</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>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 : We will refresh waitlist for Welfare to Work, Mainstream Housing for the Disabled, or for Medicaid-eligible Pilot Program.</p>			

Housing Needs of Families on the Waiting List			
<p>Waiting list type: (select one)</p> <p><input type="checkbox"/> Section 8 tenant-based assistance</p> <p><input checked="" type="checkbox"/> Public Housing</p> <p><input type="checkbox"/> Combined Section 8 and Public Housing</p> <p><input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)</p> <p>If used, identify which development/subjurisdiction:</p>			
	# of families	% of total families	Annual Turnover
Waiting list total	434		40
Extremely low income <=30% AMI	378	87%	
Very low income (>30% but <=50% AMI)	48	11%	
Low income (>50% but <80% AMI)	8	2%	

Housing Needs of Families on the Waiting List			
Families with children	412	95%	
Elderly families	19	4%	
Families with Disabilities	24	5%	
Race/ethnicity/white	129	30%	
Race/ethnicity/black	291	67%	
Race/ethnicity/AmIn	2	1%	
Race/ethnicity/Asian	11	2%	
Hispanic	10	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	25	6%	
2 BR	249	57%	
3 BR	79	18%	
4 BR	56	13%	
5 BR	25	6%	
5+ BR			
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)? 19</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, <u>OPENING 2/2/2004 for 1, 2, and 3 bedroom units.</u></p> <p>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 : <u>to appropriately occupy accessible units and limited referrals of homeless families per MOU with Interfaith Hospitality Network.</u></p>			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, 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

- X Employ effective maintenance and management policies to minimize the number of public housing units off-line
- X Reduce turnover time for vacated public housing units
- X 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
- X 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
- X Maintain or increase section 8 lease-up rates by marketing the program to owners, (particularly those outside of areas of minority and poverty concentration—*Not applicable to Ann Arbor*)
- X Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- X Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- X Other (list below):
 - (1) Continue collaboration with Area Agency on Aging (AAA-1B) and American House Senior Living in a Washtenaw County Pilot Program that partners Medicaid Waiver and Section 8 HCV (with waiver of 40% rule) to provide affordable assisted housing with supportive services.
 - (2) Administer opt-out, de-coupled, or conversion of S8 project-based to tenant-based units within local jurisdiction
 - (3) Administer SPC grant for disabled homeless in conjunction with subgrantees.

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.
- X Other: (list below)
 - (1) Establish 501c3 subsidiary to explore development and fund-raising opportunities to bolster funding for supportive services and family self-sufficiency.
 - (2) Enter into selective partnerships with other housing providers, as opportunity permits.

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

- X Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing : currently exceeding 88%
- ☐ 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
- X Other: (list below)
(1) We will partner with Interfaith Hospitality Network to house formerly homeless families who have linkages and supportive services from IHN.

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

- X 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
- X Other: (list below)
We will collaborate in Pilot Program with Area Agency on Aging 1-B for the benefit of Medicaid Waiver eligible Washtenaw County Residents to utilize available vouchers in assisted living setting.

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
- X Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing: We seek to make accessible the final community resource center, using CFP and City funding for physical improvements.
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- X Affirmatively market to local non-profit agencies that assist families with disabilities: We continue to work closely with CSTS, CIL, ACA, & HARC

- X Other: (list below)
- (1) Special Pilot Program for Medicaid eligible Washtenaw Cty residents, as identified by AAA1-B, Area Agency on Aging.
 - (2) Maintain local and federal funding to provide “supportive services” to non-elderly disabled.
 - (3) Continue contractual agreement with Washtenaw County Health Organization (community mental health) agency in support of three apartment sites.

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

- X Affirmatively market to races/ethnicities shown to have disproportionate housing needs: With the opening of our Public Housing waitlist, we are doing targeted outreach to increasing Hispanic, Asian and Islamic populations in this area. Analysis of our waitlists for both Section 8 and Public Housing reveals a disproportionate need for Black families. However, our clientele served currently reflects housing of this high need population. Therefore, we do not feel additional marketing in this area is warranted.

☐

Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units. As we identify landlords in non-concentration areas, such information is provided to voucher holders who are searching.
- ☐ 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:

- X Funding constraints
- X Staffing constraints
- X Limited availability of sites for assisted housing

- X Extent to which particular housing needs are met by other organizations in the community: several PHAs and MSHDA administer Section 8 in this area.
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs: immediate jurisdiction is impacted by student housing for UofM and EMU; very high rental market.
- X Community priorities regarding housing assistance: efforts being made to assist with homelessness priority and those families <30% of AMI
- ☐ Results of consultation with local or state government
- X 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 903.7 9 (b)]

List 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 2004 grants)		
a) Public Housing Operating Fund	\$615,000	
b) Public Housing Capital Fund	\$620,000 *	
c) HOPE VI Revitalization	\$0	
d) HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$10,000,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0	
g) Resident Opportunity and Self-Sufficiency Grants	\$0	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
h) Community Development Block Grant	\$20,000 \$50,000	Supportive Services for PH elderly/disabled; 504 mod & expansion of GBC Comm. Ctr.
i) HOME	\$0	
Other Federal Grants (list below) Cranbrook	\$1,300,000	
Supportive Service Grant (joint with Plymouth HC)	\$15,000	Supportive Services for PH elderly/disabled
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP501-02	\$103,370	PH mgmt improvements
CFP501-03	\$512,565	& capital improvements
CFP502-03	\$108,259	
3. Public Housing Dwelling Rental Income		
Tenant rental payments	\$790,000	PH operations
4. Other income (list below)		
Section 8 Fraud Recovery	\$12,000	
4. Non-federal sources (list below)		
Total resources	\$14,146,194	
* CFP based on FY2003 award level		

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

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)
X Other: (describe): AAHC commences verification of families that amounts to 10 times the vacancies for a given bedroom size.

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

- X Criminal or Drug-related activity
X Rental history (if it exists)
☐ Housekeeping
X Other (describe): credit history; character references

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

d. X Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes? ICHAT, includes local law enforcement information.

e. ☐ Yes X 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)

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

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

- X PHA main administrative office
☐ PHA development site management office
☐ Other (list below)

c. 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?

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?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously

If yes, how many lists?

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)

(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
- X ☒ Two
- ☐ Three or More

b. X 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:

X 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?

Note: AAHC exceeds federal target because nearly 90% of households on waitlist are at or below 30% of Ann Arbor's high AMI.

b. Transfer policies:

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

- ☐ Emergencies
- ☐ Overhoused
- ☐ Underhoused
- X ☒ Medical justification
- X ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- X ☒ Other: (list below)
If vacancies in a given unit size are less than 3%, preference will be given to over/under housed transfers before new admissions.

c. Preferences

1. X 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)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- X Homelessness – limited to not more than 5% of new move-ins, and on referral from IHN /FSN homeless providers, which provides one year of supportive services after placement.
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- X 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)

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)

- 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)
- ☐ 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)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- X 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)

- X The PHA-resident lease
- X The PHA's Admissions and (Continued) Occupancy policy
- X PHA briefing seminars or written materials – we have move-in briefing & resident handbook.
- X Other source (list)
(1) Quarterly newsletters includes column entitled "FAQ: Frequently Asked Questions" to convey information about screening, leasing, maintenance, and financial policies.

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

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

(6) Deconcentration and Income Mixing

- a. ☐ Yes X No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes X No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists
If selected, list targeted developments below:
- ☐ Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☐ Yes X No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- X Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- X Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

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 below)
- ☐ Other (list below)
- 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) - *Past landlord information 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)

(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:

If evidence is provided in the form of a Family Search Record that demonstrates the family has been diligently searching for housing, an extension will be granted. 98% of the requests for an extension have been granted.

(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?

Note: AAHC will exceed federal target, not because of targeting, but because of demographics of waitlist, and the very high AMI in the Ann Arbor area. During current fiscal year, nearly 78% of new admissions have been at or below 30% of AMI.

b. Preferences

1. X 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**)

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 NONE ARE APPLICABLE

- ☐ 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)

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.

1 Date and Time

Former Federal preferences NONE APPLICABLE

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)

☐ 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)

Applicants who qualify as “elderly” over non-elderly singles.

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

X 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

NOT APPLICABLE

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

☐ The PHA applies preferences within income tiers

X 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)
- X 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
- X Other (list below)

The Ann Arbor Housing Commission works with select human service agencies, which work with the special purpose population. We announce availability of Section 8 to those agencies for referrals.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (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)

- ☐ 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))

---or---

- X 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

- X \$1-\$25
☐ \$26-\$50

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

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

The policy language mimics that published in the federal register for minimum rent hardship cases. It involves loss or reduction in benefits, loss of family members to death and subsequent expenses or medical problems resulting in increased expense.

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

1. X 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:

This could occur where flat or minimum rents are charges.

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

X For the earned income of a previously unemployed household member

X 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

X No

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

NONE

- ☐ 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)

NOT APPLICABLE

- ☐ 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 (or decrease)
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____

X Other (list below)

All changes to income or family compositions are to be reported; however, rent determination will only change reflecting family composition impacts to deductions and when there is NEW income; rent will not increase with report of increase in existing reported earned income until annual reexamination. The exception to this is if the new income is earned income that qualifies for disallowance.

g. X 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? ISAs

will be offered as an option, subject to RAB recommendation on this matter.

(2) Flat Rents

1. 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) Not Applicable

- ☐ 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)

- X 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)

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

(2) Minimum Rent

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

- ☐ \$0
X \$1-\$25
☐ \$26-\$50

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

The same as identified and published in Federal Register.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- X An organization chart showing the PHA's management structure and organization is attached. (APPENDIX)
☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

?? List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning 7/1/2004	Expected Turnover
Public Housing	345	50
Section 8 Vouchers	1267	120
Section 8 Certificates	NA	
Section 8 Mod Rehab	NA	

Special Purpose Section 8 Certificates/Vouchers (list individually)	Mainstream Disabled: 100 W2W: 250 Enhanced/Project to Ten. based conversions: 234	5 24 24
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Administration:

- Admissions & Continued Occupancy Policy
- Ethics/Standard of Conduct Policy
- Drug Free Work Place Policy
- Lease
- Grievance Procedure
- Criminal Records Management
- Equal Housing Opportunities Policy
- Pet Policy
- Community Facilities Use Policy
- Parking Policy
- Deconcentration Policy
- Community Service Policy

Financial:

- Check signing Policy
- Capitalization Policy
- Disposition Policy
- Funds Transfer Policy
- Investment Policy
- Procurement Policy
- Rent Collection Policy
- Travel Policy

Maintenance (work place) Operations:

- Blood Borne Disease Policy
- Fraud & Theft Policy
- Hazardous Materials Policy
- Maintenance Policy
- Pest Control Policy
- Maintenance Use Policy

(2) Section 8 Management: (list below)

- Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☐ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

X The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number 501-04 FFY of Grant Approval: (2004)

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CFP Funds	
2	1406 Operations	
3	1408 Management Improvements	\$89,000
4	1410 Administration	\$33,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$52,000
8	1440 Site Acquisition	
9	1450 Site Improvement	\$18,200
10	1460 Dwelling Structures	\$247,000
11	1465.1 Dwelling Equipment-Nonexpendable	\$29,300
12	1470 Nondwelling Structures	\$113,000
13	1475 Nondwelling Equipment	\$37,500
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	\$1,000
20	Amount of Annual Grant (Sum of lines 2-19)	\$620,000
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

HA-Wide	Resident Training	1408	\$3,000
HA-Wide	Resident Initiatives	1408	\$9,000
HA-Wide	Staff Training	1408	\$8,000
HA-Wide	Computer Software Upgrade	1408	\$5,000
HA-Wide	Family Site Supportive Services	1408	\$64,000
HA-Wide	Administrative Salaries	1410	\$33,000
HA-Wide	A & E Fees	1430	\$35,000
HA-Wide	Advertisements	1430	\$2,000
HA-Wide	Clerk of the Works	1430	\$15,000
001-Green Road	Dumpster-replace	1450	\$700
001-Green Road	Playground-Upgrade Equipment	1450	\$3,000
001-Maple Meadows	Dumpster-replace	1450	\$700
001-Hikone	Dumpster-replace	1450	\$700
001-Hikone	Basketball court upgrade & fencing	1450	\$4,000
001-North Maple	Dumpster-replace	1450	\$700
001-Platt(Upper)	Replace sewer line/install cleanout	1450	\$5,000
003-Broadway	Site Improvement-landscape & concrete	1450	\$1,000
003-WSH	Dumpster-replace	1450	\$700
005-Miller Manor	Dumpster-replace	1450	\$700
008-Evelyn Court	Landscaping-planting shrubs	1450	\$1,000
001-Maple Meadows	Shower Surrounds/delta faucets	1460	\$15,000
001-Hikone	Flooring-replace 2 nd floor tile	1460	\$60,000
001-North Maple	Kitchen-replace counter tops	1460	\$12,000
001-Oakwood	Flooring-replace flooring(1 st level)	1460	\$7,500
001-Platt(Upper)	Flooring-replace flooring(1 st level)	1460	\$10,000
001-SS/WW	Shower surrounds/delta faucets	1460	\$9,000
001-SS/WW	Seal/stain wood privacy fences-SS	1460	\$1,600
001-SS/WW	Seal wood stairs/deck-WW	1460	\$600
003-Broadway	Flooring-install new carpeting	1460	\$14,000
003-Broadway	Plumbing-upgrade bathrooms/toilet	1460	\$6,000
003-Platt Col	Shower surrounds/delta faucets	1460	\$5,000
003-WSH	Windows upgrade	1460	\$80,000
007-Baker Commons	Kitchens-replace stove hood vent fans	1460	\$4,800
007-Baker Commons	Butterfly loop/replace valves-basement	1460	\$4,000
007-Baker Commons	Replace HVAC blowers	1460	\$12,000
008-NM/MC/HM	Seal wood stairs/decks	1460	\$5,500
HA-Wide	Dwelling Equipment	1465.1	\$29,300
001-SS/WW	Storage Sheds	1470	\$20,000
005-Miller Manor	Community Room AC upgrade	1470	\$5,000
005-Miller Manor	Elevator cab & flooring upgrades	1470	\$3,000

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501-04 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
HA-Wide	Original	Revised	Actual	Original	Revised	Actual	
1408	Sept-06			Sept-08			
1410	Sept-06			Sept-08			
1430	Sept-06			Sept-08			
1460	Sept-06			Sept-08			
1465	Sept-06			Sept-08			
1475	Sept-06			Sept-08			
P064-001							
Green Baxter Ct	Sept-06			Sept-08			
South Maple	Sept-06			Sept-08			
Hikone	Sept-06			Sept-08			
NorthMaple	Sept-06			Sept-08			
Oakwood	Sept-06			Sept-08			
Platt	Sept-06			Sept-08			
Seventh/Wash	Sept-06			Sept-08			

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501-04 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
P064-003	Original	Revised	Actual	Original	Revised	Actual	
Broadway	Sept-06			Sept-08			
Platt Colonial	Sept-06			Sept-08			
White/State/Henry	Sept-06			Sept-08			
P064-005							
Miller Manor	Sept-06			Sept-08			
P064-007							
Baker Commons	Sept-06			Sept-08			
P064-008							
Mallets Creek	Sept-06			Sept-08			
Hillside	Sept-06			Sept-08			
N.Maple	Sept-06			Sept-08			
Evelyn Court	Sept-06			Sept-08			

Annual Statement**Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number 502-03 FFY of Grant Approval: (2004)

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
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	\$108,259

13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	\$108,259
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
005-Miller Manor	Administrative Office Renovation	1470	\$108,259

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: ANN ARBOR HOUSING COMMISSION			Grant Type and Number Capital Fund Program No: 502-03 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
HA-Wide	Original	Revised	Actual	Original	Revised	Actual	
1408	N/A			N/A			
1410	N/A			N/A			
1430	N/A			N/A			
1460	N/A			N/A			
1465	N/A			N/A			
1475	N/A			N/A			
P064-001							
Green Baxter Ct	N/A			N/A			
South Maple	N/A			N/A			
Hikone	N/A			N/A			
NorthMaple	N/A			N/A			
Oakwood	N/A			N/A			
Platt	N/A			N/A			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: ANN ARBOR HOUSING COMMISSION			Grant Type and Number Capital Fund Program No: 502-03 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
HA-Wide	Original	Revised	Actual	Original	Revised	Actual	
Seventh/Wash	N/A			N/A			

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 502-03 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
P064-003	Original	Revised	Actual	Original	Revised	Actual	
Broadway	N/A			N/A			
Platt Colonial	N/A			N/A			
White/State/Henry	N/A			N/A			
P064-005							
Miller Manor	Dec-06			Dec-08			
P064-007							
Baker Commons	N/A			N/A			
P064-008							
Mallets Creek	N/A			N/A			
Hillside	N/A			N/A			
N.Maple	N/A			N/A			
	N/A			N/A			

PHA Name: ANN ARBOR HOUSING COMMISSION

Grant Type and Number

Capital Fund Program Grant No: 501-03

Replacement Housing Factor Grant No:

Federal FY of Grant:

2003

() Original Annual Statement () Reserve for Disasters/Emergencies (x) Revised Annual Statement(Revision Number one) () Performance and Evaluation Report for Program Month
 Ending 12/31/03
 () Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Amended Original	Obligated	Expended
1	Total Non-CFP Funds	(\$50,000.00)	(\$117,000.00)	\$0.00	\$0.00
2	1406 Operations (May not exceed 10% of line 19)	\$18,000.00	\$2,382.00	\$0.00	\$0.00
3	1408 Management Improvements	\$78,000.00	\$88,000.00	\$0.00	\$0.00
4	1410 Administration	\$40,000.00	\$40,000.00	\$0.00	\$0.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$52,000.00	\$52,000.00	\$0.00	\$0.00
8	1440 Site Aquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$94,650.00	\$80,950.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$103,500.00	\$98,500.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment - Nonexpendable	\$25,733.00	\$25,733.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$229,500.00	\$226,500.00	\$50,000-CDBG funding \$67,000-DDA funding	\$0.00
13	1475 Nondwelling Equipment	\$12,500.00	\$15,500.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserves	\$50,000.00	\$0.00	\$0.00	\$0.00
16	1495.1 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
17	1498 Mod Used for Development	\$0.00	\$0.00	\$0.00	\$0.00
18	1502 Contingency (may not exceed 8% of line 19)	\$6,316.00	\$0.00	\$0.00	\$0.00
19	Amount of Annual Grant (Sum of lines 2 - 18)	\$660,199.00	\$512,565.00	\$0.00	\$0.00
20	Amount of line 19 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of line 19 Related to Section 504 Compliance	\$74,000.00	\$54,000.00	\$0.00	\$0.00
22	Amount of line 19 Related to Security	\$2,000.00	\$2,000.00	\$0.00	\$0.00
23	Amount of line 19 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-03 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
					Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations		1406	N/A	\$18,000.00	\$2,382.00	\$0.00	\$0.00	
PHA-Wide	Management Improvements		1408	N/A	\$78,000.00	\$88,000.00	\$0.00	\$0.00	
PHA-Wide	Admin Salaries & Benefits		1410	N/A	\$40,000.00	\$40,000.00	\$0.00	\$0.00	
PHA-Wide	A&E Fees; Clerk of Works		1430	N/A	\$52,000.00	\$52,000.00	\$0.00	\$0.00	
PHA-Wide	Dwelling Equip: Ranges& Refrigerators		1465.1	N/A	\$25,733.00	\$25,733.00	\$0.00	\$0.00	
PHA -Wide	Non-Dwelling Equip: Vehicles/Tools;		1475	N/A	\$12,500.00	\$15,500.00	\$0.00	\$0.00	
PHA-Wide	Office equipment; Computer Hardware								
PHA-Wide	Replacemt Reserve – Office Expansion		1490	N/A	\$50,000.00	\$0.00	\$0.00	\$0.00	Shift to
PHA-Wide	Contingency		1502	N/A	\$6,316.00	\$0.00	\$0.00	\$0.00	1470/-005
P064-001									
Scat.Site: Family	Parking Lot-seal & restripe		1450	7 sites	\$10,700.00	\$10,700.00	\$0.00	\$0.00	
<i>N.Maple; Green Rd;</i>	Landscaping/Courtyard planting		1450	1 site	\$3,000.00	\$0.00	\$0.00	\$0.00	501-02
<i>Platt Rd</i>	Tree trimming/Poison ivy Eradication		1450	1 site	\$5,000.00	\$5,000.00	\$0.00	\$0.00	
<i>S7/WW;Oakwd</i>	Fencing replacement		1450	1 site	\$2,500.00	\$2,500.00	\$0.00	\$0.00	
<i>S.Maple;Hikone</i>	Foundation waterproofing		1450	2 sites	\$51,000.00	\$51,000.00	\$0.00	\$0.00	
	Speedbump -parking lot/slow traffic		1450	1 site	\$10,000.00	\$0.00	\$0.00	\$0.00	501-02
	Seal/stain wood fences/encl porch ceilings		1460	2 sites	\$20,000.00	\$20,000.00	\$0.00	\$0.00	
	Bathroom faucet replacement		1460	1 site	\$6,000.00	\$6,000.00	\$0.00	\$0.00	
	Replace 1 st floor tile		1460	1 site	\$48,000.00	\$48,000.00	\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-03 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
					Original	Revised	Funds Obligated	Funds Expended	
	Garbage disposals		1460	1 site	\$9,000.00	\$4,000.00	\$0.00	\$0.00	
	Replace entrance door w/steel panic bar		1470	1 site	\$2,000.00	\$2,000.00	\$0.00	\$0.00	
	GR community center-ADA compliance		1470	1 site	\$50,000.00	\$50,000.00	\$0.00	\$0.00	CDBG Funding
P064-003 Scat.Site: Gen'l Occ.									
<i>White/State/Henry Brdway;Platt(col)</i>	Parking lot-seal & restripe		1450	3 sites	\$4,000.00	\$4,000.00	\$0.00	\$0.00	501-01
	Dumpster-replace		1450	1 site	\$700.00	\$0.00	\$0.00	\$0.00	
	Install roof antennas(cable ready)		1460	1 site	\$9,000.00	\$0.00	\$0.00	\$0.00	
	Attic fans		1460	1 site	\$0.00	\$9,000.00	\$0.00	\$0.00	
	HVAC Furnaces		1460	1 site	\$10,000.00	\$10,000.00	\$0.00	\$0.00	
	Ramp to laundry room-ADA Access		1470	1 site	\$20,000.00	\$0.00	\$0.00	\$0.00	Not feasible
	Create community room-carpet,chairs, tables, couch				\$2,500.00	\$2,500.00	\$0.00	\$0.00	From 501-02
P064-005									
Elderly/Disabled									
<i>Miller Manor</i>	Parking lot-seal & restripe		1450	1 site	\$2,000.00	\$2,000.00	\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-03 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
					Original	Revised	Funds Obligated	Funds Expended	
	Replace carpet in community room		1460	1 site	\$3,000.00	\$3,000.00	\$0.00	\$0.00	
	New doors lobby to comm. room-ADA		1460	1 site	\$2,000.00	\$2,000.00	\$0.00	\$0.00	
	Admin Office Renovation		1470	1 site	\$0.00	\$50,000.00	\$0.00	\$0.00	Shift from 1490
P064-007									
Elderly/Disabled									
<i>Baker Commons</i>	Parking lot-seal & restripe		1450	1 site	\$2,000.00	\$2,000.00	\$0.00	\$0.00	
	New chiller unit		1470	1 site	\$100,000.00	\$0.00	\$0.00	\$0.00	DDA funding
P064-008									
Scat Site: Family									
<i>N.Maple;Hillside;</i>	Parking lot-seal & restripe		1450	4 sites	\$3,750.00	\$3,750.00	\$0.00	\$0.00	
<i>Mallets Ck;Evelyn</i>	Insulate crawl space		1460	1 site	\$1,500.00	\$1,500.00	\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501-03 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
HA-Wide	Original	Revised	Actual	Original	Revised	Actual	
1408	Sept-05			Sept-07			
1410	Sept-05			Sept-07			
1430	Sept-05			Sept-07			
1460	Sept-05			Sept-07			
1465	Sept-05			Sept-07			
1475	Sept-05			Sept-07			
P064-001							
Green Baxter Ct	Sept-05			Sept-07			
South Maple	Sept-05			Sept-07			
Hikone	Sept-05			Sept-07			
NorthMaple	Sept-05			Sept-07			
Oakwood	Sept-05			Sept-07			
Platt	Sept-05			Sept-07			
Seventh/Wash	Sept-05			Sept-07			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: ANN ARBOR HOUSING COMMISSION			Grant Type and Number Capital Fund Program No: 501-03 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
HA-Wide	Original	Revised	Actual	Original	Revised	Actual	

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501-03 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
P064-003	Original	Revised	Actual	Original	Revised	Actual	
Broadway	Sept-05			Sept-07			
Platt Colonial	Sept-05			Sept-07			
White/State/Henry	Sept-05			Sept-07			
P064-005							
Miller Manor	Sept-05			Sept-07			
P064-007							
Baker Commons	Sept-05			Sept-07			
P064-008							
Mallets Creek	Sept-05			Sept-07			
Hillside	Sept-05			Sept-07			
N.Maple	Sept-05			Sept-07			

Annual Statement/Performance and Evaluation Report

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

PHA Name: ANN ARBOR HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☒ Revised Annual Statement (revision no: 2)

☒ Performance and Evaluation Report for Period Ending: 12/31/03 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0.00	\$0.00	\$0.00	\$0.00
2	1406 Operations	\$0.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$74,300.00	\$44,151.69	\$33,243.21	\$5,091.08
4	1410 Administration	\$38,000.00	\$22,346.75	\$22,346.75	\$936.16
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$49,000.00	\$94,341.82	\$83,062.95	\$24,304.75
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$116,866.00	\$196,611.00	\$186,611.00	\$0.00
10	1460 Dwelling Structures	\$243,300.00	\$141,624.00	\$138,924.00	\$0.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$25,733.00	\$25,733.00	\$16,541.16	\$16,541.16
12	1470 Non-dwelling Structures	\$41,500.00	\$119,076.05	\$76,100.00	\$15,135.00
13	1475 Non-dwelling Equipment	\$21,500.00	\$16,314.69	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve FOR office expansion	\$50,000.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <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	
	Amount of Annual Grant: (sum of lines 1..19)	\$660,199.00	\$660,199.00	\$556,829.07	\$62,008.15
	Amount of line XX Related to LBP Activities	\$0.00	\$5,599.00	\$5,599.00	\$0.00
	Amount of line XX Related to Section 504 compliance	\$20,000.00	\$27,581.00	\$27,581.00	\$0.00
	Amount of line XX Related to Security--Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
	Amount of Line XX related to Security-- Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
	Amount of line XX Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00
	Collateralization Expenses or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-02 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
					Original	Revised (2)	Funds Obligated	Funds Expended	
PHA-Wide	Operations		1406	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
PHA-Wide	Management Improvements		1408	N/A	\$74,300.00	\$44,151.69	\$33,243.21	\$5,091.08	
PHA-Wide	Admin Salaries & Benefits		1410	N/A	\$38,000.00	\$22,346.75	\$22,346.75	\$936.16	
PHA-Wide	A&E Fees; Clerk of Works		1430	N/A	\$49,000.00	\$94,341.82	\$83,062.95	\$24,304.75	JE Childs from 501-01
PHA-Wide	Dwelling Equip: Ranges& Refrigerators		1465.1	N/A	\$25,733.00	\$25,733.00	\$16,541.16	\$16,541.16	
PHA -Wide	Non-Dwelling Equip: Vehicles/Tools;		1475	N/A	\$15,500.00	\$16,314.69	\$0.00	\$0.00	Shift to P064-005
PHA-Wide	Office equipment; Computer Hardware		1490	N/A	\$50,000.00	\$0.00	\$0.00	\$0.00	
PHA-Wide	Replacemt Reserve – Office Expansion		1502	N/A	\$0.00	\$0.00	\$0.00	\$0.00	
P064-001									
Scat.Site: Family <i>N.Maple; Green Rd; Platt Rd</i> <i>S7/WW;Oakwd</i> <i>S.Maple;Hikone</i>	Sidewalk leveling		1450	3 sites	\$13,866.00	\$10,673.00	\$10,673.00	\$0.00	
	Drainage/concrete around bldg		1450	3 sites	\$86,000.00	\$153,554.00	\$153,554.00	\$0.00	
	Playground equipment upgrade		1450	1 site	\$10,000.00	\$10,000.00	\$0.00	\$0.00	
	Parking bollards, speedbump sign		1450	1 site	\$0.00	\$5,599.00	\$5,599.00	\$0.00	
	Landscaping		1450	1 site	\$0.00	\$7,260.00	\$7,260.00	\$0.00	
	Stain/Seal wood privacy fences;deck upgrade		1460	3 sites	\$53,800.00	\$24,946.00	\$24,946.00	\$0.00	
	Roof: gutters, downspouts, facia-SM		1460	2 sites	\$20,000.00	\$19,436.00	\$19,436.00	\$0.00	

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-02 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
					Original	Revised (2)	Funds Obligated	Funds Expended	
	Install Ceiling fans -SM		1460	1 site	\$12,000.00	\$17,595.00	\$17,595.00	\$0.00	
	Plumbg: shut-off valves(kitch/bath)-HK		1460	1 site	\$3,900.00	\$5,646.00	\$5,646.00	\$0.00	
	Flooring – replace tile 1st floor-NM		1460	1 site	\$50,000.00	\$37,037.00	\$37,037.00	\$0.00	
	Electrical- upgrade wiring-bath/AC-SS		1460	1 site	\$4,400.00	\$3,646.00	\$3,646.00	\$0.00	
P064-003 Scat.Site: Gen'l Occ.									
<i>White/State/Henry;</i>			1450		\$0.00	\$0.00	\$0.00	\$0.00	
<i>Broadway;Platt(col)</i>	Dwell Structures: Foundation repair-BRDWY-1506 Paint hallways+ 2 basemt rooms -BRD Hallway flooring – BRD Roofing- replace gutters - Window film – S side- BRD		1460 1460 1460 1460 1460	1 site 1 site 1 site 1 site 1 site	\$10,000.00 \$0.00 \$0.00 \$24,000.00 \$7,200.00	\$286.00 \$10,102.00 \$6,874.00 \$0.00 \$2,700.00	\$286.00 \$10,102.00 \$6,874.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	From 501-03 From 501-03
	Non Dwelling Structure		1470	1 site	\$2,500.00	\$0.00	\$0.00	\$0.00	Shift to 501-03

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-02 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
					Original	Revised (2)	Funds Obligated	Funds Expended	
P064-005	Site Work:		1450	1 site	\$0.00	\$0.00	\$0.00	\$0.00	
Elderly/Disabled <i>Miller Manor</i>	Dwell Struct: Guards on trash,HC doors		1460	1 site	\$5,000.00	\$13,356.00	\$13,356.00	\$0.00	
	Plumb: Replace bath drains w/ PVC		1460	1 site	\$50,000.00	\$0.00	\$0.00	\$0.00	Maint Dept Doing as needed
	Upgrade Public Rest-rooms (ADA)		1470	1 site	\$0.00	\$11,552.00	\$11,552.00	\$0.00	Shift from Replacement Reserves
	HVAC: Replace hot water storage tank		1470	1 site	\$0.00	\$22,754.00	\$22,754.00	\$0.00	
	Administrative Office Renovation		1470	1 site	\$0.00	\$40,976.05	\$0.00	\$0.00	
	Windows: Film entry vestibule		1470	1 site	\$0.00	\$2,000.00	\$0.00	\$0.00	
P064-007	Site Work		1450	1 site	\$0.00	\$0.00	\$0.00	\$0.00	
Elderly/Disabled <i>Baker Commons</i>			1460	1 site	\$0.00	\$0.00	\$0.00	\$0.00	To 501-01
	Paint hallways, trashrooms basement, Public restroom ADA accessible		1470	5 floors-1site	\$20,000.00	\$41,794.00	\$41,794.00	\$15,135.00	
	Non-Dwell Structure Lobby /Comm Rm – new carpet		1470	1 site	\$4,000.00	\$0.00	\$0.00	\$0.00	To 501-01

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-02 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
					Original	Revised (2)	Funds Obligated	Funds Expended	
	Floors/hallways- re-carpet & tile		1470	5 floors-1site	\$15,000.00	\$0.00	\$0.00	\$0.00	To 501-01
	Nondwell Equip-TV components repl		1475	1 site	\$6,000.00	\$0.00	\$0.00	\$0.00	
P064-008									
Scat Site: Family	Site: Landscape: plants/resod front lawn		1450	2 sites	\$7,000.00	\$9,525.00	\$9,525.00	\$0.00	
<i>N.Maple;Hillside;</i>	Dwell Struct: replace tile flooring-EC		1460	1 site	\$3,000.00	\$0.00	\$0.00	\$0.00	To 501-08
<i>Mallets Ck; Evelyn</i>									

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501-02 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
HA-Wide	Original	Revised	Actual	Original	Revised	Actual	
1408	Mar-04			Jun-06			
1410	Mar-04		Dec-03	Jun-06			
1430	Mar-04			Jun-06			
1460	Mar-04			Jun-06			
1465	Mar-04			Jun-06			
1475	Mar-04			Jun-06			
P064-001							
Green Baxter Ct	Mar-04		Dec-03	Jun-06			
South Maple	Mar-04		Dec-03	Jun-06			
Hikone	Mar-04		Dec-03	Jun-06			
North Maple	Mar-04			Jun-06			
Oakwood	Mar-04		Dec-03	Jun-06			
Platt	Mar-04		Dec-03	Jun-06			
Seventh/Wash	Mar-04		Dec-03	Jun-06			

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

PHA Name: ANN ARBOR HOUSING COMMISSION			Grant Type and Number Capital Fund Program No: 501-02 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
P064-003	Original	Revised	Actual	Original	Revised	Actual	
Broadway	Mar-04			Jun-06			
Platt Colonial	Mar-04		N/A	Jun-06			
White/State/Henry	Mar-04	N/A		Jun-06			
P064-005							
Miller Manor	Mar-04			Jun-06			
P064-007							
Baker Commons	Mar-04		Dec-03	Jun-06			
P064-008							
Mallets Creek	Mar-04		Dec-03	Jun-06			
Hillside	Mar-04		Dec-03	Jun-06			
N.Maple	Mar-04		Dec-03	Jun-06			
Evelyn Ct	Mar-04	N/A		Jun-06			

Annual Statement/Performance and Evaluation Report

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4) <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	\$0.00	(\$55,000.00)	(\$55,000.00)	(\$55,000.00)
2	1406 Operations	\$25,000.00	\$33,574.62	\$33,574.62	\$33,574.62
3	1408 Management Improvements Soft Costs	\$50,000.00	\$65,750.87	\$65,750.87	\$65,046.30
	Management Improvements Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
4	1410 Administration	\$35,000.00	\$53,653.25	\$53,653.25	\$53,653.25
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$50,000.00	\$29,073.13	\$29,073.13	\$27,249.38
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$75,500.00	\$61,652.96	\$61,652.96	\$61,652.96
10	1460 Dwelling Structures	\$293,713.00	\$315,342.00	\$315,342.00	\$315,342.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$26,600.00	\$14,000.00	\$14,000.00	\$14,000.00
12	1470 Non-dwelling Structures	\$60,500.00	\$145,117.00	\$145,117.00	\$136,518.00
13	1475 Non-dwelling Equipment	\$20,500.00	\$32,399.17	\$32,399.17	\$30,552.67
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$58,750.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
	Amount of Annual Grant: (sum of lines 1..19)	\$695,563.00	\$695,563.00	\$695,563.00	\$682,589.18
	Amount of line XX Related to LBP Activities	\$30,000.00	\$0.00	\$0.00	\$0.00
	Amount of line XX Related to Section 504 compliance	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00
	Amount of line XX Related to Security –Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
	Amount of Line XX related to Security-- Hard Costs	\$40,000.00	\$18,441.00	\$18,441.00	\$18,441.00
	Amount of line XX Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00
	Collateralization Expenses or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00

Annual Statement/Performance and Evaluation Report

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4) <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	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
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
					Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations		1406	N/A	\$25,000.00	\$33,574.62	\$33,574.62	\$33,574.62	
PHA-Wide	Management Improvements		1408	N/A	\$50,000.00	\$65,750.87	\$65,750.87	\$65,046.30	
PHA-Wide	Admin Salaries & Benefits		1410	N/A	\$35,000.00	\$53,653.25	\$53,653.25	\$53,653.25	
PHA-Wide	A&E Fees; Clerk of Works		1430	N/A	\$50,000.00	\$29,073.13	\$29,073.13	27,249.38	
PHA -Wide	Dwelling Equip: Ranges& Refrigerators		1465.1	As needed	\$26,600.00	\$14,000.00	\$14,000.00	\$14,000.00	
PHA-Wide	Non-Dwelling Equipment		1475	N/A	\$20,500.00	\$27,295.17	\$27,295.17	\$25,448.67	

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original Revised		Total Actual Cost Funds Obligated Funds Expended		Status of Work
PHA-Wide	Replacement Reserves		1490	N/A	\$58,750.00	\$0.00	\$0.00	\$0.00	
P064-001 Scat Site: Family <i>N.Maple; Green Rd.;S.Maple; Hikone;</i>	Site Work: Parking Lot-Seal & Re-stripe Drainage-Improve concrete near bldgs Playground-Planters & New Swings Dumpster		1450	7 sites 2 sites 1 site 2 site	\$10,500.00 \$40,000.00 \$4,000.00 \$0.00	\$9,613.93 \$10,444.00 \$0.00 \$2,416.00	\$9,613.93 \$10,444.00 \$0.00 \$2,416.00	\$9,613.93 \$10,444.00 \$0.00 \$2,416.00	Deferred
<i>Oakwood;Platt; 7th & Washington</i>	HVAC – new furnaces Plumbing-Install Ball Valve Plumbing-Hot Water Tanks Plumbing-Install garbage disposals Plumbing-Repair Shutoff		1460	1sites/2unit 5site/108unit 2site/54unit 2site/60unit 1site/24 unit	\$8,000.00 \$15,600.00 \$18,000.00 \$36,000.00 \$4,000.00	\$0.00 \$33,431.00 \$25,614.00 \$34,488.00 \$6,605.00	\$0.00 \$33,431.00 \$25,614.00 \$34,488.00 \$6,605.00	\$0.00 \$33,431.00 \$25,614.00 \$34,488.00 \$6,605.00	Deferred . .
	Electrical-basement outlets(3/unit)		1460	1site/30units	\$9,000.00	\$11,163.00	\$11,163.00	\$11,163.00	.
	Weather Strip/Caulk Doors		1460	1site/30unit	\$13,500.00	\$16,745.00	\$16,745.00	\$16,745.00	.
	Floors – new carpet		1460	1 site	\$3,600.00	\$0.00	\$0.00	\$0.00	Deferred
	Walls/Ceilings-ceiling fans (2/unit)		1460	2 site/30unit	\$8,500.00	\$19,391.00	\$19,391.00	\$19,391.00	
	Exterior-Paint non-siding wood trim		1460	1 site	\$20,000.00	\$12,980.00	\$12,980.00	\$12,980.00	
	504 Mod. & Expansion of Comm. Ctr		1470	1 site	\$0.00	\$50,426.00	\$50,426.00	\$41,827.00	CO required by the city-Landscaping to be done Spring 2004

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original Revised		Total Actual Cost Funds Obligated Funds Expended		Status of Work
P064-003 Scat Site:Gen Occupancy	Site Work Parking Lot-Seal & Re-stripe Dumpster		1450	3 site 1 site	\$4,000.00 \$0.00	\$2,803.38 \$1,444.00	\$2,803.38 \$1,444.00	\$2,803.38 \$1,444.00	
<i>W/S/H; Platt(Col); Broadway</i>	Walls/ceiling fans Kitchen-Install Stove Backsplashes Stairwells -LBP Abatement		1460 1460 1460	3 site/53unit 2 site/48unit 1site/28unit	\$21,200.00 \$7,200.00 \$30,000.00	\$35,177.00 \$5,033.00 \$0.00	\$35,177.00 \$5,033.00 \$0.00	\$35,177.00 \$5,033.00 \$0.00	+painted stairwell walls NA- further LBP testing negative
	Plumbing-Install ball valves		1460	1 site/20unit	\$3,000.00	\$1,650.00	\$1,650.00	\$1,650.00	
	Exterior-Chimney Repair Bath-Upgrade toilet,sinks,vanities Replace carpet & tile		1460 1460 1460	1site/20unit 1 site/28unit 1 site/28 unit	\$3,000.00 \$40,613.00 \$0.00	\$0.00 \$32,622.00 \$23,973.00	\$0.00 \$32,622.00 \$23,973.00	\$0.00 \$32,622.00 \$23,973.00	
	Paint walls, doors, stringers & trim		1460	1 site/28 unit	\$0.00	\$8,617.00	\$8,617.00	\$8,617.00	
P064-005 Elderly/ Disabled	Site Work: Parking Lot-Seal & Re-stripe Fencing (security issue) Outside lighting (security issue)		1450 1450 1450	1 site N/A N/A	\$2,000.00 \$0.00 \$0.00	\$1,881.00 \$5,494.00 \$12,947.00	\$1,881.00 \$5,494.00 \$12,947.00	\$1,881.00 \$5,494.00 \$12,947.00	
<i>Miller Manor</i>	Walls -Paint Hallways/Trashrooms		1460	1 site	\$32,000.00	\$0.00	\$0.00	\$0.00	Deferred
	HVAC- install unit A/C Plumbing/HVAC Floors-Replace lobby/hallway carpet		1460 1460 1460	1 site/30unit 1 site 1 site	\$0.00 \$0.00 \$4,000.00	\$0.00 \$637.00 \$37,564.00	\$0.00 \$637.00 \$37,564.00	\$0.00 \$637.00 \$37,564.00	Completed
	Admin Entry ceiling Walls -Install night drop box Community Kitchen-New Cabinets Security Camera-Lobby/Fire Exit Door		1470 1470 1470 1470	1 site 1 site 1 site 1 site	\$10,000.00 \$2,000.00 \$10,000.00 \$15,000.00	\$3,029.00 \$0.00 \$7,486.00 \$0.00	\$3,029.00 \$0.00 \$7,486.00 \$0.00	\$3,029.00 \$0.00 \$7,486.00 \$0.00	Deferred Completed

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original Revised		Total Actual Cost Funds Obligated Funds Expended		Status of Work
P064-007 Elderly/Disabled <i>Baker Commons</i>	Site Work: Parking Lot-Seal & Re-stripe Ornamental fencing – & concrete walk		1450 1450 1450	1 site 1 site 1 site	\$2,000.00 \$9,500.00 \$0.00	\$1,890.65 \$6,684.00 \$1,798.00	\$1,890.65 \$6,684.00 \$1,798.00	\$1,890.65 \$6,684.00 \$1,798.00	
	HVAC-new thermostats Floors-replace some hallway carpet Community Room-New kitchen cabinets New carpet and slip-resistant flooring Basement-exhaust fan Security Camera-Lobby/Fire Exit Door		1460 1460 1470 1470 1475 1470	1 site/64 unit 1 site/64 unit 1 site 1 site 1 site 1 site	\$6,500.00 \$10,000.00 \$5,000.00 \$0.00 \$3,500.00 \$15,000.00	\$9,652.00 \$0.00 \$5,665.00 \$23,511.00 \$5,104.00 \$0.00	\$9,652.00 \$0.00 \$5,665.00 \$23,511.00 \$5,104.00 \$0.00	\$9,652.00 \$0.00 \$5,665.00 \$23,511.00 \$5,104.00 \$0.00	Deferred Completed
P064-008 Scat Site: Family <i>N. Maple; Hillside; Mallets Ck; Evelyn</i>	Site Work: Parking Lot-Seal & Re-stripe		1450	1 site	\$3,500.00	\$4,237.00	\$4,237.00	\$4,237.00	

Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501-01 Replacement Housing Factor No:					Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
HA-Wide	Original	Revised	Actual	Original	Revised	Actual	
1406	Mar-03	Sept-03	Sep-03	Sept-04		Dec-03	
1408	Mar-03	Sept-03	Sept-03	Sept-04			
1410	Mar-03	Sept-03	Sept-03	Sept-04		Dec-03	
1430	Mar-03	Sept-03	Sept-03	Sept-04			
1465.1	Mar-03	Sept-03	Jun-03	Sept-04		Jun-03	
1475	Mar-03	Sept-03	Sept-03	Sept-04			
1490	Mar-03	Sept-03	N/A	Sept-04	N/A		
P064-001							
Green Baxter Ct	Mar-03	Sept-03	Jun-03	Sept-04		Sept-03	
South Maple	Mar-03	Sept-03	Sept-03	Sept-04			
Hikone	Mar-03	Sept-03	Jun-03	Sept-04		Jun-03	
NorthMaple	Mar-03	Sept-03	Jun-03	Sept-04		Jun-03	
Oakwood	Mar-03	Sept-03	Jun-03	Sept-04		Sept-03	
Platt	Mar-03	Sept-03	Jun-03	Sept-04		Sept-03	
Seventh/Wash	Mar-03	Sept-03	Jun-03	Sept-04		Sept-03	

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501-01 Replacement Housing Factor No:					Federal FY of Grant: 2001
Development Number Name/HA -Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
P064-003	Original	Revised	Actual	Original	Revised	Actual	
Broadway	Mar-03	Sept-03	Jun-03	Sept-04		Sept-03	
Platt Colonial	Mar-03	Sept-03	Jun-03	Sept-04		Sept-03	
White/State/Henry	Mar-03	Sept-03	Jun-03	Sept-04		Sept-03	
P064-005							
Miller Manor	Mar-03	Sept-03	Jun-03	Sept-04		Jun-03	
P064-007							
Baker Commons	Mar-03	Sept-03	Jun-03	Sept-04		Sept-03	
P064-008							
Mallets Creek	N/A		N/A	N/A			
Hillside	N/A	Sept-03	Jun-03	Sept-04		Sept-03	
N.Maple duplexes	Mar-03	Sept-03	Sept-03	Sept-04		Sept-03	
Evelyn Ct.	N/A			N/A			

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. X Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

X The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

5-Year Action Plan for Capital Fund (Component 7)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-001	Green Road	0	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$2,000	FY2006
Dumpster – Replace		\$700	FY2005
Playground – Upgrade equipment		\$3,000	FY2005
Lighting Upgrade		\$5,000	FY2007
Siding - Paint trim		\$16,000	FY2007
HVAC - New furnaces		\$48,000	FY2006
HVAC - Install central air conditioning		\$76,800	FY2009
Siding - Install vinyl siding		\$120,000	FY2009
Appliance replacement		\$7,000	FY2005
Kitchen cabinets/countertops		\$32,000	FY2008
Shower surrounds, delta faucets		\$24,000	FY2007
New roof		\$30,000	FY2007
Total estimated cost over next 5 years		\$364,500.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant	% Vacancies in Development

		Units	
MI28P064-001	Maple Meadows	6	20%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$4,000	FY2006
Dumpster – Replace		\$700	FY2005
Exterior – Paint wood trim		\$20,000	FY2007
Appliance replacement		\$17,500	FY2005
Replace kitchen counter tops		\$18,000	FY2006
Vinyl Siding		\$150,000	FY2009
Shower surrounds/delta faucets		\$15,000	FY2005
Storm Window Replacement		\$25,000	FY2007
New kitchen cabinets		\$32,000	FY2008
New entry doors-front and rear		\$8,000	FY2007
Flooring-replace kitchen floors		\$29,000	FY2006
Total estimated cost over next 5 years		\$319,200.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-001	Hikone	4	13%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$4,000	FY2006
Dumpster – Replace		\$700	FY2005
B-ball court Upgrade		\$4,000	FY2005
Flooring-replace 2 nd floor tile		\$60,000	FY2005
Exterior – Paint wood trim		\$20,000	FY2007
Siding - Install vinyl siding		\$150,000	FY2009
Shower surrounds/delta faucets		\$30,000	FY2006
New kitchen cabinets/countertops		\$40,000	FY2008
Appliance Replacement		\$5,000	FY2005
Total estimated cost over next 5 years		\$313,700.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-001	North Maple	0	0%

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe	\$7,000	FY2006
Dumpster – Replace	\$700	FY2005
Expand parking lot	\$40,000	FY2007
Repair basketball court/backboards/hoops	\$2,000	FY2009
Kitchen counter tops	\$12,000	FY2005
Flooring - Replace flooring (2nd floor)	\$50,000	FY2007
Shower surrounds/delta faucets	\$20,000	FY2006
New kitchen cabinets	\$22,000	FY2008
New basement windows(glass block)	\$4,000	FY2009
Appliance replacement	\$7,000	FY2005
Total estimated cost over next 5 years	\$164,700.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-001	Oakwood	0	0%
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)	
Parking lot -Seal & Re-stripe	\$1,000	FY2006	
Exterior Lighting	\$2,000	FY2007	
Flooring-Replace flooring (1st level)	\$7,500	FY2005	
Exterior-paint wood trim	\$3,000	FY2007	
Flooring-Replace flooring (2nd level)	\$7,500	FY2006	
Additional linen space-upstairs bathroom (above towel rack)	\$3,000	FY2008	
Replace furnaces/humidifiers	\$6,000	FY2006	
Replace entry doors/storm doors	\$800	FY2008	
New kitchen cabinets/countertops	\$5,000	FY2008	
Appliance replacement	\$3,600	FY2005	
Total estimated cost over next 5 years	\$39,400.00		

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

MI28P064	Platt Road (Upper)	0	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$1,000	FY2006
Replace sewer line/install cleanout		\$5,000	FY2005
Flooring-Replace flooring (1st level)		\$10,000	FY2005
Flooring-Replace flooring (2nd level)		\$10,000	FY2006
Siding – Paint wood trim		\$4,000	FY2007
Additional linen space-upstairs bathroom (above towel rack)		\$4,000	FY2008
Replace furnaces		\$8,000	FY2006
New kitchen cabinets/countertops		\$6,000	FY2008
Appliance replacement		\$4,800	FY2005
Total estimated cost over next 5 years		\$52,800.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-001	7th/Washington	0	%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$2,400	FY2006
Lighting for signage		\$2,000	FY2007
Expanded Parking area		\$15,000	FY2007
Excavation-Retaining wall		\$10,000	FY2007
Bathrooms - New bathtub liners & tub surrounds		\$9,000	FY2005
Seal/stain wood privacy fences-SS		\$1,600	FY2005
Seal wood stairs/deck - W.W.		\$600	FY2005
Install extra shelving in pantry (between stove & bathroom)		\$1,000	FY2006
Siding-Paint Trim		\$5,000	FY2007
New windows		\$4,000	FY2007
Occupied unit painting		\$2,400	FY2007
Mold		\$4,000	FY2007
Gutter repair-SS		\$3,000	FY2006
New kitchen cabinets/countertops		\$14,000	FY2008
Install new furnaces		\$4,000	FY2006
New flooring		\$3,000	FY2009
Appliance replacement		\$4,500	FY2005
Storage sheds		\$20,000	FY2005
Total estimated cost over next 5 years		\$105,500.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-003	Broadway	2	10%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restripe			\$4,000	FY2006
Site Improvements - Landscape			\$1,000	FY2005
Lighting for sign			\$1,000	FY2007
Drain repair, erosion, and water flow			\$3,000	FY2007
Flooring - Install new carpeting			\$14,000	FY2005
Plumbing - Upgrade bathrooms, include h2o saving toilets			\$6,000	FY2005
HVAC-Install window air conditioning or attic fans			\$30,000	FY2009
Roof-gutters/downspouts/chimneys			\$9,000	FY2007
Kitchen flooring tile			\$20,000	FY2007
New roof			\$25,000	FY2006
New entry doors to buildings			\$5,000	FY2007
Appliance replacement			\$7,000	FY2005
Total estimated cost over next 5 years			\$125,000.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-003	Platt Road (Colonial Sq)	2	40%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot –Seal & Restripe			\$1,000	FY2006
Install wood privacy fences-rear			\$10,000	FY2009
Caulk exterior, windows, doors, siding			\$3,000	FY2003
Replace roof			\$12,000	FY2006

Replace & repair gutters	\$2,000	FY2006
Shower surrounds/delta faucets	\$5,000	FY2005
Appliance replacement	\$6,000	FY2005
Total estimated cost over next 5 years	\$39,000.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-003	White/State/Henry	2	7%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot –Seal & Re-stripe		\$3,000	FY2006
Dumpster – Replace		\$700	FY2005
Landscaping - Plantings/shrubs- State St side		\$5,000	FY2006
Block off parking lot		\$1,000	FY2007
Windows - Upgrade picture windows		\$80,000	FY2005
Lentils -scrape, paint, caulk (LBP)		\$7,500	FY2003
Replace rear doors		\$10,000	FY2007
Lighting-storage bin/basement		\$10,000	FY2006
Replace basement windows		\$5,000	FY2006
New security lighting fixtures		\$1,000	FY2009
New kitchen cabinets/countertops		\$30,000	FY2009
Appliance replacement		\$12,000	FY2005
Total estimated cost over next 5 years		\$165,200.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-005	Miller Manor	4	4%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$4,000	FY2006
Dumpster-replace		\$700	FY2005
Site Lighting-W Park Lot side		\$2,000	FY2007
Bathrooms - Additional bathroom shelves		\$10,400	FY2007

Heat pipes	\$100,000	FY2008
Zone valve/heating coil/radiators	\$12,000	FY2007
Bathroom sink/vanities/shutoff valves	\$50,000	FY2008
New kitchen cabinets	\$75,000	FY2009
Paint gaslines	\$1,000	FY2007
Foyer-Rubber floor	\$3,000	FY2007
Stairwell door hardware	\$10,000	FY2007
Community room AC upgrade	\$5,000	FY2005
Elevator cab & flooring upgrades	\$3,000	FY2005
Roof replacement-7 th floor/lobby	\$90,000	FY2006
New intercom system	\$10,000	FY2005
Replace hallway lighting	\$10,000	FY2005
Administrative office upgrade	\$50,000	FY2005
Hallway painting	\$8,400	FY2009
Appliance replacement	\$35,000	FY2005
Lobby/Comm Rm - New furniture	\$5,000	FY2006
Total estimated cost over next 5 years	\$484,500.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-007	Baker Commons	5	8%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$4,000	FY2006
Site Improvements - Landscape		\$1,000	FY2006
Parking Lot lights		\$5,000	FY2007
Kitchen-replace stove hood vent fans		\$4,800	FY2005
Butterfly loop/replace valves-basement		\$4,000	FY2005
Caulk windows		\$5,000	FY2007
Replace HVAC blowers		\$12,000	FY2005
New entry doors		\$30,000	FY2008
Sargeant Mortis locks		\$25,000	FY2008
Community Room-Openable windows		\$4,000	FY2006
Reflective window coverings		\$5,000	FY2007
Trash room floors-replace with sheet linoleum		\$2,000	FY2007
Paint lattice		\$7,500	FY2007
Paint fuel tank & gas line		\$500	FY2007
Hallway AC replacement		\$20,000	FY2009
Elevator cab and flooring upgrades		\$3,000	FY2005
New hotwater heater		\$6,000	FY2009
Gutter/downspout repair/cleaning		\$3,000	FY2006
Install foyer heater/flooring & improvements		\$2,000	FY2005
New intercom system		\$10,000	FY2005
Appliances		\$21,000	FY2005
Lobby/Comm space furniture		\$5,000	FY2006

Total estimated cost over next 5 years	\$179,800.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-008	Evelyn Court	0	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Landscaping - Plantings/shrubs		\$1,000	FY2005
Seal Driveway		\$500	FY2006
Closet doors		\$5,000	FY2007
New kitchen cabinets/countertops		\$3,000	FY2009
New flooring		\$2,000	FY2009
Total estimated cost over next 5 years		\$11,500.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-008	North Maple (Duplexes)	0	%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$2,000	FY2006
Seal wood stairs/decks		\$1,000	FY2005
Appliance replacement		\$2,800	FY2006
Total estimated cost over next 5 years		\$5,800.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-008	Mallets Creek	1	17%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$3,000	FY2006
Seal wood stairs/decks		\$1,500	FY2005
Appliance replacement		\$4,200	FY2006

Total estimated cost over next 5 years	\$8,700.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-008	Hillside	0	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Re-stripe		\$2,000	FY2006
Seal wood stairs/decks		\$3,000	FY2005
Storm doors		\$1,500	FY2007
New flooring		\$5,000	FY2008
Entry doors/locks		\$3,000	FY2007
Appliance replacement		\$4,200	FY2006
Total estimated cost over next 5 years		\$18,700.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064	PHA-Wide	26	7+%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1406 Operations		\$0	
1408 Management Improvements			
Resident Training			
Resident Initiative		\$15,000	FY2005
Staff Training		\$45,000	FY2005
Computer Software Upgrade		\$40,000	FY2005
Drug Elimination Efforts/PHDEP		\$20,000	FY2005
		\$320,000	FY2005
1410 Administrative Salaries			
Administrative Salaries		\$185,000	FY2005
1430 A & E Fees			
A & E Fees			
Advertisements		\$175,000	FY2005
Clerk of the Works		\$10,000	FY2005
		\$75,000	FY2005
1475 Non Dwelling Equipment (PHA-Wide)			
Maintenance Tools/Vehicle			

Office Equipment	\$25,000	FY2005
Computer Hardware Upgrade	\$25,000	FY2005
	\$37,500	FY2005
1502 Contingency	\$20,100	FY2005
Total estimated cost over next 5 years	\$992,600.00	

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

Applicability of sub-component 7B: 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.

- ☐ Yes X No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b 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)
1. Development name:
 2. Development (project) number:
 3. 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
- ☐ Yes X No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:
- ☐ Yes X No: d) 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:

- ☐ Yes X No: e) 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:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

1. ☐ Yes X No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

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:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes X No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	

5. If approved, will this designation constitute a (select one)

☐ New Designation Plan

☐ Revision of a previously-approved Designation Plan?

6. Number of units affected:

7. Coverage of action (select one)

☐ Part of the development

☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes X No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)

<p>4. Status of Conversion Plan (select the statement that best describes the current status)</p> <p><input type="checkbox"/> Conversion Plan in development</p> <p><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway</p>
<p>5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)</p> <p><input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____)</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)</p> <p><input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent</p> <p><input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units</p> <p><input type="checkbox"/> Other: (describe below)</p>

<p>B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937</p>
--

<p>C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937</p>
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11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. X Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined

submission due to **small PHA** or **high performing PHA** status.
PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Turnkey III
1b. Development (project) number: MI28P064-004
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input checked="" type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (1970's)
5. Number of units affected: 2, remaining out of original 50
6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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 component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

X 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, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
X 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

☐ Yes X 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:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes X No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☐ Client referrals
☐ Information sharing regarding mutual clients (for rent determinations and otherwise)
☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
☐ Jointly administer programs
☐ Partner to administer a HUD Welfare-to-Work voucher program
☐ Joint administration of other demonstration program
☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?

(select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☐ Yes ☒ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	0
Section 8	175	30- as of June 30, 2003

- b. ☐ Yes ☒ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

PHA will request program size waiver from HUD due to lack of funds to administer the program.

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - ☒ Informing residents of new policy on admission and reexamination
 - ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
 - ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
 - ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☐ PHA employee reports
- ☒ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

South Maple (part of HUD project -001)
Miller Manor (HUD-005)
Baker Commons (HUD-007)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- X Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- X Other (describe below)
Officers in residence at Miller and Baker

2. Which developments are most affected? (list below)

Family sites, plus Miller Manor and Baker Commons

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- X Police provide crime data to housing authority staff for analysis and action
- X Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- X Police regularly testify in and otherwise support eviction cases
- X Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services – formerly under PHDEP; not currently; however, still receiving outstanding community policing services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

Community policing at Family sites

Officers in residence at Miller Manor and Baker Commons

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes X No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes X No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes X No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. X Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. X Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes X No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)? _____

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.
High performing and small PHAs are not required to complete this component.

1. ☐ Yes X No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
☐ Not applicable
☐ Private management
X Development-based accounting (limited)
☐ Comprehensive stock assessment
☐ Other: (list below)

3. ☐ Yes X No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. X Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
X Attached at Attachment (File name) (APPENDIX K)
☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
X 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)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes X No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes X No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.) Appointment made by Mayor, based on applications submitted by PH residents or S8 participants, who were provided public notice of resident commissioner vacancy and opportunity to apply.
3. Description of Resident Election Process NOT APPLICABLE

a. 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)

b. 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)

c. 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)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: City of Ann Arbor

2. 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)

- X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
Among AAHC's initiatives consistent with the Consolidated Plan's priority on housing for the homeless. AAHC is partnering with two agencies, one to assist with placement of homeless families in public housing with wrap-around services; and one to

assist disabled mental health consumers at risk of homelessness through the Section 8 program.

Additionally, the Commission Board has approved partnering with a local non-profit in the maintenance or new development of 100 units of affordable housing at the local YMCA, potentially using Section 8 project basing of tenant-based vouchers.

☐ Other: (list below)

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

The City of Ann Arbor has documented the need for youth programming and supportive services for the disabled, and has funded through CDBG and City General funds non-profits who assist the Housing Commission with youth programs and supportive services at our four major family sites. Additionally the City provides matching funds for supportive services to assist the non-elderly disabled.

The City has recognized the lack of affordable housing in the area and the issue of homelessness. The Commission's assumption of the fiscal/fiduciary administration of the HUD funded Shelter Plus Care grant, under Continuum of Care program, along with the Commission's efforts to partner with local agencies to provide limited but permanent housing for homeless in conjunction with wrap-around services to support the families' success.

D. Other Information Required by HUD

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

Attachments

Use this section to provide any additional attachments referenced in the Plans.

- Appendix A – Admissions Policy for Deconcentration *
- Appendix B – Section 8 Homeownership Capacity Statement *
- Appendix C – Initial Assessment of Voluntary Conversion *
- Appendix D – Pet Policy Executive Narrative *
- Appendix E – Progress Statement on 5-Year Plan Goals
- Appendix F – Resident Membership on PHA Governing Board
- Appendix G – Membership of Resident Advisory Board
- Appendix H – Follow-up Plan for 2003 RASS resident satisfaction survey
- Appendix I – Definition of “Standard Deviation” and “Significant Amendment and Modification” *
- Appendix J – PHA Management Organizational Chart
- Appendix K – Comments by Resident Advisory Board and Public
- Appendix L – Community Service Requirements

* These are carry-forward documents; all others are updated for current year status.

APPENDIX A

ANN ARBOR HOUSING COMMISSION DECONCENTRATION POLICY

POLICY # ____

Approved by

Board: _____

Original Issued Date: 6-16-99

Resolution # 99-30

1. Purpose:

To provide guidance in admissions and continued occupancy procedures about how to ensure deconcentration of poverty and encourage income mixing.

2. Policy:

The Ann Arbor Housing Commission seeks to deconcentrate pockets of poverty and promote income mixing in compliance with the QHWRA of 1998, by bringing higher income families into lower income developments and lower income families into higher income developments.

3. Procedures:

3.1 Prior to the beginning of each fiscal year, occupancy staff will analyze the income levels of families residing in each of our sites with 20 or more dwelling units, the income levels of the census tracts in which those sites are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement. Please refer to attach worksheet for the analysis that will take place.

3.2 To achieve the goal of income mixing and deconcentration, we will skip families on the waiting list to reach other families with a lower or higher income. The skipping of families to achieve income targeting is a non-adverse, permissible action to achieve the congressional intent of the QHWRA of 1998. Waitlist management will be conducted in a uniform and non-discriminatory manner.

3.3 The Housing Commission will affirmatively market our housing to all eligible income groups (up to 80% of area median income). Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

3.4 The Housing Commission may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development. Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

3.5 As a vacant unit becomes available, the Commission will contact the first family on the waiting list who has the highest priority for this type of unit and development and whose income category would help to meet the deconcentration goal and/or income targeting goal.

3.6 If in making the offer to a given family the Housing Commission skipped over other families on the waiting list in order to meet its deconcentration goal, or offered the family any deconcentration incentive and the family rejects the unit, the family will not lose their place on the waiting list and will not be otherwise penalized.

If the Commission did not skip over other families on the waiting list to reach this family and did not offer any deconcentration incentive, and the family rejects the unit without good cause, the family will drop to the bottom of the waiting list, while keeping any preferences.

Rejection of any unit offered with good cause will not result in loss of place on the waiting list. Good cause includes reasons related to health, proximity to work, school, and childcare (for those working or going to school). The family will be offered the right to an informal hearing of the decision to alter their application status.

APPENDIX B

Section 8 Homeownership Statement of Capacity

The Ann Arbor Housing Commission satisfies HUD's requirement for capacity to operate a successful Section 8 Homeownership program by incorporating 24 CFR §982.625(d)(1) into its policy for program administration. Specifically compliance is met by requiring the "homeowner" to make a down payment of at least three- percent of the purchase price for participation in our Section 8 Homeownership program. In addition, at least one percent of the purchase price (for down payment) must come from the families' personal resources.

As a further measure to establish capacity, financing must meet one of the following criteria:

- 1) Financing must be provided, insured or guaranteed by state or Federal government; or
- 2) Financing must comply with the secondary mortgage market underwriting requirements; or
- 3) Financing must comply with generally accepted private sector underwriting.

These requirements while incorporated into the Ann Arbor Housing Commission's policy are taken directly from 24 CFR 982.625 (d)(2).

APPENDIX C

Preliminary Assessment of Voluntary Conversion

Background

The Ann Arbor Housing Commission owns and operates approximately 359 low-income housing rental units across 17 sites in the City of Ann Arbor. In total, the Ann Arbor Housing Commission has five HUD developments in its public housing stock, plus one other project developed under the Turnkey III Homeownership program. Of the five public housing developments, two (MI28P064-005 Miller Manor and MI28P064-007 Baker Commons) were constructed as elderly/disabled developments, not general occupancy, and therefore exempt from this assessment. We did not consider the 50-unit development constructed under the Turnkey III Homebuyer program as only two of the original 50 units remain, and all units will ultimately be sold to their existing occupants under the program.

The remaining sites therefore considered for this assessment include:

Project 001: (N. Maple, S. Maple, Green Baxter Court, Hikone, Platt, Oakwood, S. Seventh, W. Washington – a total of 121 units, including 4 off-line for use as community centers)

Ten of the 121 units are 1-bedroom units utilized primarily by elderly/disabled residents. Of the remaining units available for general occupancy, there is an 89% occupancy rate currently. Only one location (Maple Meadows / South Maple) has excessive vacancy problems, at nearly 25%.

Project 003: (Broadway Terrace, White/State/Henry, Platt Colonial)

Of this 53-unit project, 38 (or 72% of the total units) are 1-bedroom units utilized primarily by elderly/disabled residents. The occupancy rate within the project is currently 92%, but generally runs at 100%. These units are easily marketed and leased up to public housing residents.

Project 008: (N. Maple, Hillside Manor, Mallets Creek Court, Evelyn Court – a total of 17, 3-bedroom units constructed in the mid-1990's)

These are units of new construction, easily rented, and experiencing limited maintenance or modernization costs. Two units are ADA modified and have disabled families in occupancy.

Assessment

The Ann Arbor Housing Commission has reviewed each of the developments highlighted above, has considered the implications of converting the public housing to tenant-based assistance, and concluded that conversion of these developments is inappropriate because removal of the developments would not meet the necessary conditions for voluntary conversion. Specifically, as described below, we have found that the conversion of these developments to tenant-based assistance would fail to meet any of the three tests prescribed for voluntary conversion.

Test #1: Conversion would not be more expensive than continuing to operate the development (or a portion of it) as public housing.

Assessment: It has been the experience of the Ann Arbor Housing Commission that it can operate its low-income rental units at lower costs than comparable market-rate properties.

Test #2: Conversion would principally benefit residents of the public housing development to be converted and the community.

Assessment: As we completed this assessment, we failed to see how conversion would benefit the residents of the public housing developments being considered. Projects 001, 003, and 008 are quite popular among residents, including an overall occupancy rate that exceeds 95%. If these residents were provided tenant-based assistance instead, they would likely face extreme difficulty finding the same quality of housing in comparable neighborhoods. Further, many of the units at these three developments, including 72% (38 of 53) under Project 003, service residents with special needs, including elderly/disabled residents. Given the limited availability of these types of units for low-income residents in the community at large (e.g., waiting lists for units in subsidized apartment complexes can range from six to eighteen months), we believe conversion could only have a detrimental impact on these residents.

For the reasons cited below regarding the negative impact conversion would have on the supply of affordable housing, we feel conversion would likely adversely affect the community. In addition, we believe that conversion of these developments would have effects that run counter to HUD's objectives of de-centralizing those who are traditionally served by public housing. Specifically, these three developments under consideration are "scattered site" projects, with locations throughout the city of Ann Arbor. In fact, many of these sites are located amidst desirable, market-rate single-family rental and owner-occupied homes. If converted, we fear that the higher rents associated with these properties could lead to centralizing low-income and minority resident populations into certain affordable housing developments and certain areas within the city (and, in fact, outside of the city limits in nearby communities) where affordable housing is in greatest supply. We believe the Housing Commission's ownership of these scattered site developments has helped to de-centralize the residents we serve and has helped reduce the negative stigma associated with large-scale public housing developments.

Test #3: Conversion would not adversely affect the availability of affordable housing in the community.

Assessment: Conversion of any public housing units would have a significant adverse affect on the availability of affordable housing in Ann Arbor. For the past several years, Ann Arbor has been experiencing a severe shortage of affordable housing. As Ann Arbor's 2000 Consolidated Strategy and Plan summarized, "As Washtenaw County's economy, and that of Ann Arbor in particular, becomes more service-oriented, housing affordability for lower-income families and individuals continues to increase as a serious problem." To address the shortage of affordable housing in Ann Arbor, the city government and local nonprofit organizations have been making significant efforts to preserve the limited supply of affordable units that exist today. As the 2000-2005 Consolidated Plan stated:

"Preserving and expanding the supply of affordable housing is one of the most difficult challenges facing the City of Ann Arbor. The past several years have been a period of commercial and residential growth within many sectors of the community. Despite efforts by the City and nonprofit organizations to provide housing affordable to very-low income residents, much of this growth has been targeted toward the upper end of the housing market."

At a time when the City is struggling to simply preserve the supply of affordable housing that exists today, we believe conversion of any public housing units would only exacerbate the extreme shortage that exists in Ann Arbor today. The best indicator of the negative impact that conversion would produce is the difficulty that current recipients of tenant-based assistance face in seeking to use these vouchers in the Ann Arbor market today. With vacancy rates cited by some sources at below 1%, participants in the tenant-based program face extreme difficulty finding properties that have vacancies and are willing to lease to program participants. Converting the three aforementioned developments and

providing these residents with tenant-based assistance instead would only create more competition for a very limited number of available units in the city today.

Further, given the desirable location of many of the units in these three developments, it is unrealistic to expect that these units could remain as units of affordable housing. Rental rates in nearby properties far exceed what low-income individuals can afford. As a result, if these developments were converted, we would foresee a scenario in which:

- 1) The stock of permanently affordable housing units would be reduced (below what is already a limited supply today).
- 2) Those who would most likely benefit by the additional stock of rental units would likely not be those who are in public housing today, but rather individuals of middle and higher income levels who could afford the rental rates in these desirable locations.
- 3) Conversion would not only lead to the displacement of current residents, but would also place them into competition with those already receiving tenant-based assistance who continue to experience extreme difficulty finding vacancies with property owners who accept Section 8 vouchers. In addition, those residents with special needs, including elderly and disabled tenants, would compete for what is already a shortage of rental units that cater to these populations.

As a result, we believe conversion would have a very negative impact on the residents of these units and on the supply of affordable housing in Ann Arbor in general. While we are certainly welcome to creative proposals that can help us improve the operational, financial, and managerial performance of the Housing Commission, we fail to see how this proposal would benefit our residents or our community at large.

APPENDIX D

Pet Policy Executive Narrative

The Ann Arbor Housing Commission adopted its current pet policy on February 2, 2000 to incorporate the admission of canines as pets into its family developments in compliance with federal regulations. Since dogs had been prohibited in family developments since March 1986 because of the failure of families to responsibly care for these pets, the Ann Arbor Housing Commission sought comments from public housing tenants on how to manage this new mandate as well from private sector property management.

Restrictions were placed on the size/capacity of aquariums, the size of dogs at full-growth as well as prohibitions against breeds that tend to exhibit aggressive tendencies. All pets are required to be registered with the Ann Arbor Housing Commission including the submission of a photograph of the animal, the name address and telephone number of a person who will care for the animal in the event the leaseholder becomes incapacitated and a refundable pet deposit of \$25 for cats, mice, fish, birds and \$150 for dogs. In addition a surcharge of \$10 is added to the monthly rental obligation for renters with dogs. Those families for whom a service dog is needed to assist a disabled family member are exempt from paying the security deposit and monthly surcharge.

Registration of the pet also includes the submission of information including proof of current inoculations, evidence of an identification tag and animal license and proof of spaying or neutering.

Pet owners are required to have their pet “under reasonable control” as defined by our local City Code, which includes having the animal (dog and cat) leashed when not in the resident’s apartment. Tethering or the use of outside cages or doghouses is prohibited.

Sanitation standards were established, prohibiting the animal from excreting or defecating anywhere in the building or apartment except in the case where litter boxes are used for cats or other small non-dog pets. Pet owners must comply with the City Code for removal and disposal of dropped feces anywhere in the building or on the grounds.

Residents are not permitted to pet-sit and guest (with the exception of seeing-eye dogs for the blind) are not permitted to bring pets on the premises. Dogs and cats must wear flea collars between March and October and if extermination services for fleas are deemed necessary, the resident will pay for such treatment. Only one animal will be permitted per apartment.

The pet policy is incorporated by reference into the lease agreement and violations of the pet policy are considered a material default of the lease. New residents are provided a copy of the pet policy along with the lease, tenant handbook and other relevant policies during orientation and move-in.

APPENDIX E

Progress Statement on 5-Year Plan Goals

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

AAHC Goal: Expand the supply of assisted housing

1- we have increased vouchers by more than 25% through administration of project to tenant-based “opt-out” conversions (over 300 new voucher subsidies since 2000).

2 – remains a challenge: vacancy rate in public housing has dropped to 6.8% as of 12/31/03.

3 – 501(c)3 is an immediate goal for 2004.

AAHC Goal: Improve the quality of assisted house.

Objectives 1 through 5 have been actively pursued.

#1 – PHAS – Due to untimely submission of FY02 financial data to HUD, our PHAS score for 2002 was dropped from 85 “Standard Performer”, to 65 “Troubled”. We have had a change in staff in the finance area and feel this issue will not reoccur. FY03 financial data has been submitted timely, and we have received a “Standard Performer” assessment for FY03. We still remain challenged on “unit turnaround” and related “vacancy loss”.

#2 – SEMAP – 2002 score moved from “troubled” to “standard”. Much attention has been focused on file review, timeliness of recertification and inspections, as well as rent reasonableness.

#3 – Customer Satisfaction: RASS scores in 2003 continued to improve; most improvement in “Communication”, related to regular newsletters, maintenance tips distributed with rent statements. With the exception of one site, safety score dramatically improved as did neighborhood appearance. Both of those areas are addressed in our Follow-up Plan, see Appendix H attachment.

#4 – Mgmt Functions: improvement noted (see #2); however, RIM review by HUD indicated continued attention needed.

#5 – Modernization – all open CFP grants on schedule; and CFP501-03 and CFP502-03 should be underway before the end of 6/30/04.

HUD Strategic Goal: Increase assisted housing choices

Objectives 1 through 3 have all been acted on.

#1 – Landlord participation has increased; landlords are being invited to briefing sessions to facilitate linkages between landlord and searching voucher holders.

#2 – Payment Standard has gone as high as 110%; not increased at last review in fall 2003.

#3 – Section 8 Homeownership – purchases remain at 2, after 2.5 years; however a number of voucher holders are pre-qualified and we anticipate several purchases

with the development of some new affordable units on the southeast side of Ann Arbor.

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

AAHC Goal/ Objectives:

#1 – done: working family preference and flat rents implemented.

#2 – upgrade security – major CFP funded work (cameras, doors, lighting) completed at Miller Manor and Baker Commons to improve security. Police in residence continues at both sites.

#3 – New signage and landscape work – Signage significantly improved at majority of sites; litter patrols in place at major family sites; major landscape work at South Maple and project 008 sites is targeted for Spring, 2004 with CFP funding.

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

AAHC Goal/Objectives:

#1 – achieved; greater number and percentage of working families assisted by adoption of working family preference. With increase in flat rents, fewer families are choosing; however, more families are working and have been able to take advantage of income disallowance relative to rent calculation.

#2 – Supportive Services – Section 8 Welfare to Work is now overleased; efforts to get FSS off the ground successful, but still no HUD funding to support intensive effort.

#3 – Supportive services for Elderly/Disabled Partnership with community mental health organization is proving highly beneficial; expanding on-site services to a third site.

#4 -- Community Centers – Two elder/disabled high-rises now have on-site computers available for resident training and use, bringing site total up to 6 for computer centers.

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

AAHC Goal/Objectives: #1 and 2 are on-going. Experiencing increase in immigrant lease-up, from Africa, Middle East.

#3 – Accessible units appropriately utilized. Persons with broad range of disabilities being served.

#4 – Improve accessibility at Resource Centers: Maple Meadows Center expansion and ADA remodeling completed in 2003; Green Baxter Court ADA remodeling targeted for 2004, if matching City funds are available to go with CFP funding.

APPENDIX F

Resident Membership of PHA Governing Board

Deborah Gibson
727 Miller Avenue, Apt 410
Ann Arbor, MI 48103

Following public notice and solicitation of interest for the Resident Commissioner position, Ms. Gibson was appointed by the Mayor and City Council of Ann Arbor to serve as the Resident Commissioner on 8/4/2003 to complete a five-year term expiring April 2008. Ms. Gibson has been a very active, engaged resident on both the Miller Manor Resident Council and the agency's Resident Advisory Board for many years, before seeking to become a commissioner. She is also actively engaged and supportive of matters concerning persons with disabilities. Her presence on the Board is a welcome addition because of her activism and energy to truly represent and encourage the resident voice and to build community.

APPENDIX G

AAHC RESIDENT ADVISORY BOARD PARTICIPANTS 2003-2004

Public Housing Residents:		Applicable Grant Programs offered at that site:			
HUD proj #		Drug Elim	SupSvc	CapFundPrg	ResCoun
Location/Type		PHDEP	SSC	CFP	RC
(001) Scattered Sites (Fam)		Yes	No	Yes	
Rosalie Ervin , Maple Meadows					No
Alan Richardson , South Seventh St.					No
Maria Mlotha , Hikone					Yes
Melinda Harrison , GreenBaxterCourt					Yes
(003) Broadway (Eld/Dis)		No	Yes	Yes	Yes
Greg Daniels					
Kathleen Foutch					
Richard Perez					
(005) Miller Manor (Eld/Dis)No		No	Yes	Yes	Yes
Deborah Gibson					
Al Schnaid					
(007) Baker Commons (Eld/Dis)		No	Yes	Yes	Yes
David Hembold					
Kirk VanLoon					
Charles LaChance					

Section 8 Participants:

No S8 participants have been active 2003-2004.

APPENDIX H

RESIDENT ASSESSMENT (RASS) FOLLOW-UP PLAN On 2003 Survey Results

Survey Section	Score	Date to be completed in annual plan	Source(s) of Funding
Maintenance & Repair	88.5%	N/A -	Operating funds
How well repairs done	74.1		
Communication	77.7%	N/A	Operating funds
Questions & Concerns	71.0	- Continue FAQ in Qrtly Newsletter Begin with Feb2003 newsletter	
		<i>Score impacted mostly by Baker Commons</i>	
Safety	71.2%	AAP submitted 4/15/04 Oper. \$ & CFP	
Safety in home	69.6	-Score severely impacted by <i>Baker</i> (40.6): locks were changed in response to perception of master key on the loose.	
Safety in bldg	67.4	- Focus on <i>Baker</i> (32.6)– front doors: being replaced in Summer 2003. Fire doors locking mechanism replaced in Spring 2003; Promote Floor Captains/Neighborhood Watch	
Bad lighting	60.8	- Major drop from 2002. Parking lot lights need to be monitored at Family sites (001), 64.2%, MM (005) :53.8% and <i>BC</i> (007): 48.0%	

Broken Locks	69.0	Quarterly nightly checks – beg Mar 2003 - Major drop from 2002. Problem at MM (53.8%) and at Baker Commons (28.0%) Unit locks have been changed at both locations; front doors to be replaced at BC.
Resident Screening	61.8	- Remains a concern at MM(65%) and BC(32%), perhaps reflecting mixed elderly/disabled populations. Especially at BC, a few residents brought in drugs and street people. Discuss in Qtly Newsletter – Issue “Did You Know” Factsheet
Vacant Units	84.5	- Only perceived as problem in family sites (001), probably S.Maple.

Services	88.4%	N/A -	Operating funds
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Neighborhood Appearance	71.6%	CFP \$ and Operating funds
Upkeep on:		
Common areas	65.1	- Seek to “define” common area for residents – should only be issue in multi-unit buildings with Common hallways, community rooms, laundry facilities, etc. Neg. scores in 001, 003, 007 CFP upgrades done or planned for 003, 005, 007 By way of flooring, and hallway painting. Solicit new janitorial services – improved monitoring
Exterior of buildings	66.6	- Focus efforts at 001, 003, and 007: must survey Residents to understand concern 1) CFP \$ for landscaping at –008 2) CFP landscape upgrades for SM and NM 3) Continue Sec3 contracting for yard/curb appeal
Parking areas	61.4	- No sites satisfied: inadequate spaces & lighting 4) Additional parking desired at Nmaple; (add to CFP 5-yr plan). 5) Assigned parking needed where parking is insufficient: done at SS/WSH 6) Lighting needs monitoring
Recreation Areas	56.0	- Working with City Parks Dept to monitor & Maintain 7) Hikone wants b-ball court improvements

- 8) Education of residents as should only be issue at –001 family sites;
- 9) -003, 005, 007 really have no recreation sites, ergo they are not satisfied.

Possible problem areas:

Noise

70.3 - Educate residents on City Noise ordinance; call AAPD; work with resident councils for Site-based resident guidelines

Trash/litter

67.4 - Work with resident councils and/or pay residents To do site based trash pickup, (001 & 003)

APPENDIX I

Substantial Deviation

“Substantial Deviation” from the five-year plan in the Agency Plan or “significant amendment or modification” of the Annual Plan require the Ann Arbor Housing Commission to submit a revised “PHA Plan” that has met full public process requirements.

“Substantial Deviation” means a change in policy that redirects the Ann Arbor Housing Commission’s course and/or revises the mission, goals and objectives of the Ann Arbor Housing Commission.

“Significant amendment or modification” means changes to the Ann Arbor Housing Commission policies that reflect a directional shift from the published mission and policies included in the Annual and Agency Plan.

Changes in the following areas may qualify as a “significant amendment or modification”:

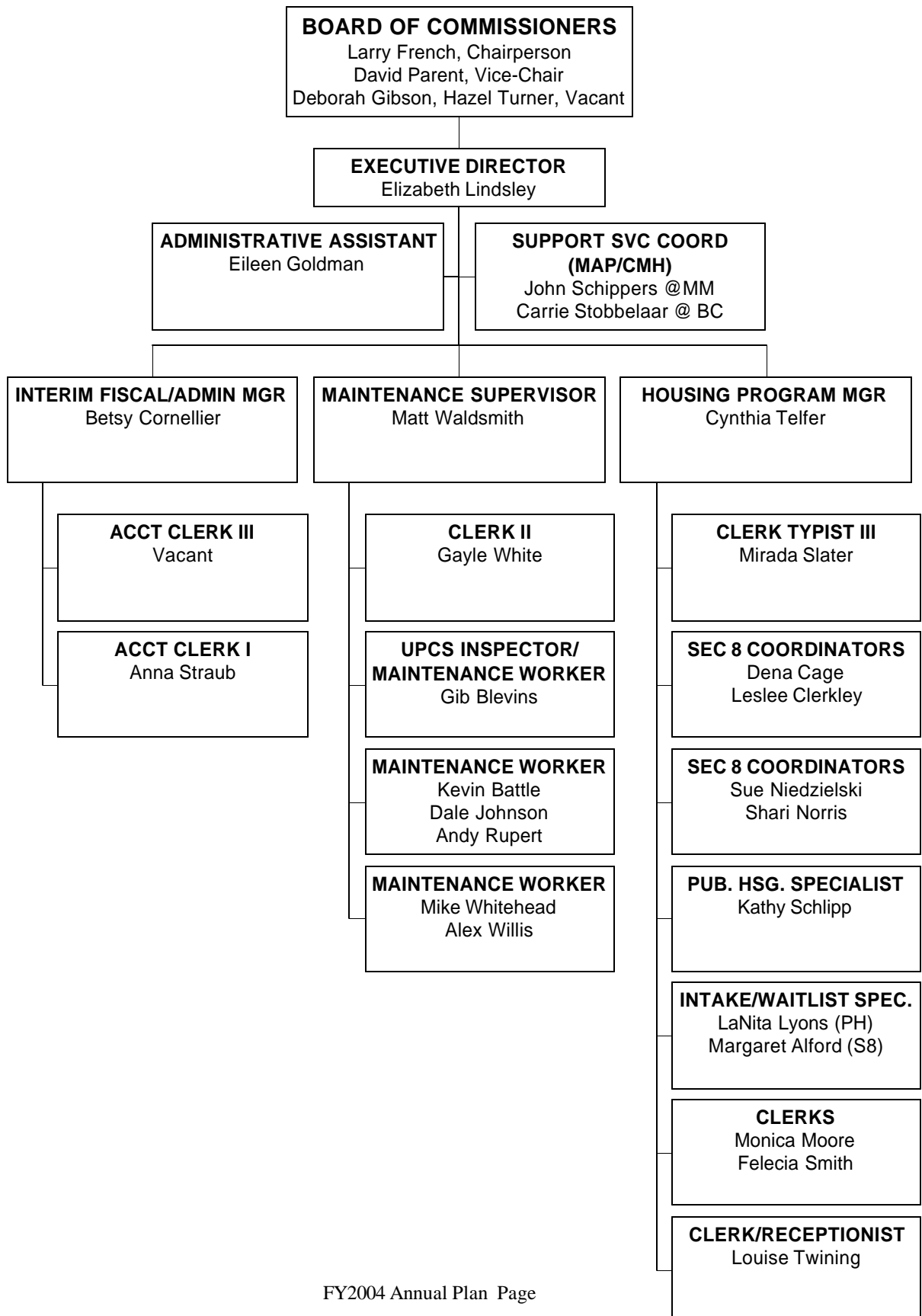
- 1) Changes to rent, i.e., increasing or decreasing the minimum rent
- 2) Changes to Admission’s policies and organization of the waiting list
- 3) Additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan), or a change in use of replacement reserve funds under the Capital Fund.
- 4) Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Changes to Ann Arbor Housing Commission internal policies that regulate administrative functions, such as Check Signing Policy, Travel Policy, Vehicle Use Policy and the like, are not included in the definitions or examples listed above.

Changes to Occupancy Policies (Public Housing and Section 8) that clarify or expound on existing policies included in the Agency Plan are not considered for the purposes of this definition.

Changes to policies included in the Annual Plan and Agency Plan that are as a result of regulatory requirements are also not considered by the Ann Arbor Housing Commission and the Department of Housing and Urban Development to be significant amendments.

APPENDIX J
Management Organizational Chart



APPENDIX K

Comments by Resident Advisory Board and from Public Hearing

Resident Advisory Board meetings for review and discussion of the Agency Plan were held on: January 26, 2004, February 9, 2004, and March 15, 2004. The majority of discussion and questions focused on the capital funds program (CFP) budgets and the fungibility of work items therein. Of primary concern was the need for communication and feedback to residents if a targeted work item was deleted or deferred due to reduction in funding. The Commission response was to offer site meetings for discussion, in addition to bringing the revised CFP plan to the Resident Advisory Board (which it already does), particularly when the ACC amendment comes through requiring a budget/work plan reduction.

The Public Hearing on the Agency Plan was held on March 17, 2004. No public comment was made, even though the meeting was attended by a number of residents who attend the RAB meetings.

APPENDIX L

COMMUNITY SERVICE AND SELF SUFFICIENCY POLICY

A. Background

The Quality Housing and Work Responsibility Act of 1998 requires that all non-exempt (see definitions) public housing adult residents (age 18 or older) contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours per month of training, counseling, classes or other activities that help an individual toward self sufficiency and economic independence. This is a requirement of the Public Housing Lease (Section 16).

B. Definitions

Community Service – volunteer work that includes, but is not limited to:

- ?? Work at a local institution including but not limited to: school, child care center, hospital, hospice, recreation center, senior center, adult day care center, homeless shelter, indigent feeding program, cooperative food bank, etc.;
- ?? Work with a non-profit organization that serves Ann Arbor Housing Commission (AAHC) residents or their children such as: Boy Scouts, Girl Scouts, boys or girls clubs, community clean-up programs, beautification programs, other youth or senior organizations;
- ?? Work on an AAHC property performing various clean-up or landscaping functions;
- ?? Work at an AAHC site to help with children's programs;
- ?? Helping neighborhood groups with special projects;
- ?? Working through your resident organization to help other residents with problems, serving as an officer in a Resident organization, serving on the Resident Advisory Board; and
- ?? Caring for the children of other residents so they may volunteer.

NOTE: Political activity is excluded.

Self Sufficiency Activities – activities that include, but are not limited to:

- ?? Job readiness program;
- ?? Job training programs;
- ?? GED classes;
- ?? Substance abuse or mental health counseling;
- ?? English proficiency or literacy (reading) classes;
- ?? Apprenticeships;
- ?? Budgeting and credit counseling;

- ?? Any kind of class that helps a person toward economic independence; and
- ?? Part time student at any school, college or vocational school.

Exempt Adult – an adult member of the family who

- ?? Is 62 years of age or older;
- ?? Has a disability that prevents him/her from being gainfully employed;
- ?? Is the caretaker of a disabled person;
- ?? Is working at least 30 hours per week;
- ?? Is a full time student at any school, college or vocational school;
- ?? Is doing a combination of work and school that adds up to at least 30 hours per week; or
- ?? Is participating in a welfare to work program.

C. Requirements of the Program

1. Residents who are in one of the exempt categories listed above do not need to perform community service or participate in a self-sufficiency program activity.

2. Residents who do not fall into one of the exemption categories must complete eight (8) hours per month, which may be either volunteer work or participation in a self-sufficiency program activity, or a combination of the two.

3. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. AAHC will make the determination of whether to allow or disallow a deviation from the schedule.

4. Activities must be performed within the City of Ann Arbor.

5. Family obligations:

?? At lease execution or recertifications after November 1, 2003, all adult members (18 or older) of a public housing resident family must:

- a. provide documentation that they are exempt from the Community Service requirement if they qualify for an exemption, and
- b. sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in nonrenewal of their lease.

?? Each month, non-exempt family members must present to AAHC a completed documentation form (to be provided by AAHC) of activities performed that month. This form will include places for signatures of supervisors, instructors, or counselors certifying to the number of hours contributed.

?? If a family member is found to be noncompliant at the time of recertification, and completed documentation has not been submitted for the previous twelve (12) month period, he/she and the Head of Household will sign an agreement with AAHC to make up the deficient hours over the next twelve (12) month period.

6. Change in exempt status:

~~///~~ If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to AAHC and provide documentation of such.

?? If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to AAHC. AAHC will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

D. Ann Arbor Housing Commission's Obligations

1. To the greatest extent possible and practicable, AAHC will provide names and contacts at agencies that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. *(According to the Quality Housing and Work Responsibility Act, a disabled person who can otherwise be gainfully employed is not necessarily exempt from the Community Service requirement).*

2. AAHC will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at lease execution and recertification.

3. AAHC will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the AAHC's Grievance Procedure if they disagree with its determination.

4. Noncompliance of family member:

?? At least thirty (30) days prior to annual recertification AAHC will begin reviewing the exempt or non-exempt status and compliance of family members;

?? If AAHC finds a family member to be noncompliant, AAHC will enter into an agreement with the noncompliant member and the Head of Household to make up the deficient hours over the next twelve (12) month period;

?? If, at the next annual recertification, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the noncompliant member agrees to move out of the unit;

?? The family may use AAHC's Grievance Procedure to protest the lease termination.

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

[illegible]