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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009 Annual Plan for Fiscal Year 2005

DETROIT HOUSING COMMISSION

APRIL 14, 2005

AMENDED BY DHC BOARD OF COMMISSIONERS ON: JANUARY 12, 2006

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: The Detroit Housing Commission PHA Number: MI-001 PHA Fiscal Year Beginning: (mm/yyyy) 07/2005 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 2211 Orleans, Detroit, MI 48207 1301 E. Jefferson Detroit, MI 48207 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) \bowtie Main administrative offices of the PHA: 2211 Orleans, Detroit, MI 48207 1301 E. Jefferson Detroit, MI 48207 \boxtimes PHA development management offices **Smith Homes 14313 Crescent Drive** Detroit, MI 48223 PHA local offices Main administrative office of the local government **Municipal Center, City of Detroit Municipal Reference Library, Room 1004** 2 Woodward Ave. Detroit, MI 48226 Main administrative office of the County government Main administrative office of the State government **Public library Main Branch Detroit Public Library** 5210 Woodward Ave. Detroit, MI 48202 PHA website Other (list below)

Resident Advisory Board Office Woodbridge Office Woodbridge Village 1231 Seldon, Suite 103 Detroit, MI 48201

PHA	Plan Supporting Documents are available for inspection at: (select all that apply)
\boxtimes	Main business office of the PHA
	1301 E. Jefferson Detroit, MI 48207
	PHA development management offices
	Other (list below)

5-YEAR PLAN PHA FISCAL YEARS 2005 - 2009

[24 CFR Part 903.5]

The Detroit Housing Commission presents its second five year plan. The second five year plan furthers DHC strategy to address the housing needs and expand the housing opportunities for impacted residents of the City of Detroit and surrounding communities. To further the goals of the previous five year plan, DHC selected goals and strategies that embodied four key areas:

AFFORDABLE HOUSING

Consistent with HUD's Strategic Goal of "Increasing the availability of decent, safe and affordable housing in American Communities", the DHC will develop 1200 units of affordable housing. This housing will consist of units for rental as well as units for ownership. The plan will exhibit a range of building types (i.e., single-family, town homes) and will be situated on scattered locations throughout the city.

The DHC will accomplish its related goals through the creation of public/private partnerships to facilitate affordable housing development and rehabilitation. DHC will identify and pursue non-traditional sources of funding for these housing activities and utilize mixed-income and mixed-finance approaches where feasible.

EQUAL HOUSING OPPORTUNITY

With respect to HUD's strategic goal of "Ensuring equal opportunity in housing for all Americans", the DHC will seek to facilitate affordable housing opportunities in areas outside of those with concentrations of low-income families. This includes expanding housing options for Section 8 program participants as well as developing affordable housing outside of areas of low-income concentrations.

The DHC will accomplish this goal the use of education and public information as the primary strategy. By creating a better-informed group of Section 8 participants and potential housing providers, resistance and obstacles to dispersed affordable housing can be reduced.

SELF-SUFFICIENCY

The DHC will address HUD's strategic goal of "Promoting self-sufficiency and asset development" of families and individuals by creating an environment where residents who want to achieve self-sufficiency will have every

opportunity to do so. Utilizing existing and newly created partnerships to offer an array of services, the DHC will facilitate employment, training, and educational opportunities to program participants. Greater resident responsibility for work will be accomplished through implementation of policies and procedures that encourage work and reward success. Homeownership will be a vehicle through which asset development will be accomplished.

QUALITY OF LIFE

Consistent with HUD's strategic goal of "Improving quality of life and economic viability", the DHC will plan and execute physical, social improvements and operational improvements resulting in an improved living environment and enhanced customer service.

The DHC plans to accomplish the above goals through careful planning and execution of required capital improvements, utilization of partnerships to plan and initiate neighborhood improvements, and operational/administrative changes to enhance Agency efficiency.

It is our belief that there is still work to be done in the above mentioned areas. The following is our five year long term goals and objectives. The Annual Plan will encompass the specific strategies for fiscal Year 2005.

A. Mission

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

The mission of the PHA is the same as that of the Department of Housing and
Urban Development: To promote adequate and affordable housing, economic
opportunity and a suitable living environment free from discrimination.

The PHA's mission is: (state mission here)

The City of Detroit Housing Commission and its employees are committed to service, with competency, ethics and integrity, to low and moderate-income residents of the City of Detroit in the delivery of:

- Affordable housing opportunities of high quality construction,
- Revitalized and stable neighborhoods,
- Opportunities for growth and economic freedom,
- Opportunities for partnerships with foundations and public entities, to maximize the designated resources through innovative programs,

The efficient and effective management of resources generated.

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.

\boxtimes	PHA Goal: Expand the supply of assisted housing
	Objectives:
	Apply for additional rental vouchers:
	Assisted Housing- DHC will continue to apply for Preservation, Opt-Out
	Conversions and all other vouchers for which we are eligible.
	Reduce public housing vacancies:
	Public Housing- Developing Vacancy Reduction Plan & Marketing
	Outreach Plan with a goal of obtaining a 97% occupancy rate over the five
	year period.
	Leverage private or other public funds to create additional housing
	opportunities:

The Modernization Division:

Through the RHFP(Replacement Housing Factor Program) to create non-acc units leveraging RHF funds through mixed-income financing while creating lasting partnerships with major funders and developers. From our first round of RHF submissions DHC will create approximately 500 additional units. In addition to our RHF plan we intend to establish a non-profit organization that will also help to increase our affordable housing unit stock. This initiative will be financed with public housing dollars as well as non public not-for-profit funding sources.

The HOPE VI Division will create the following Tax Credit and Market Units:

Woodbridge Estates Tax Credit 68 Market 95

Herman Gardens

Tax Credit 205 Market 509

Woodbridge Estates 41of 101 will be affordable HO units (single family/townhouse units)

The Herman Gardens Pending Revitalization Plan calls for 114 affordable HO units. This unit count is 42% of total HO units.

Total goal for affordable HO opportunities through HOPE VI is 155 units.

Acquire or build units or developments

HOPE VI Division will build

Woodbridge Estates ACC 277

Tax Credit 54
Market 45

Homeownership 64
Senior Enhanced Section 8 50
Rehab 297

Herman Gardens

ACC	206
Section 8 Project Based	98
Tax Credit	205
Market	509

Modernization Division:- Acquisition-DHC will purchase units or interest in existing communities. Within the recent past there has been an array of public and private funding sources for affordable housing development. The DHC plans to identify and utilize as many of these sources as deemed appropriate. Indeed, within the next five years the DHC is training to be proficient at both utilizing these sources in isolation from and in combination with public housing and Section 8 funds.

The DHC's Development team has set the goal of developing 500 more units within the above time period. The current average development cost of units incurred by the Development team is \$100,000 per unit. Thus, the development cost for 500 units would be approximately \$50 million over five years (i.e. \$10 million per year).

	PHA Goal: Improve the quality of assisted housing Objectives: ☑ Improve public housing management: (PHAS score)				
	2000	2001	2002	2003	2004
	63	78	61	53	TBD
DHC I		_	_		a "standard performer." EMAP score)
	2001	2002	2003	2004	
	67	65	77	39	
DHC I	has a goal of	^c achieving	the desig	gnation of	a "standard performer."
 ☑ Increase customer satisfaction: DHC will set a goal of 70% in each of the RASS categories. ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) ☑ Renovate or modernize public housing units STRATEGY TO RENOVATE AND MODERNIZE PUBLIC HOUSING UNITS The following steps are essential in the renovation and modernization of Public Housing Units: DHC has procured a firm to conduct a Needs Assessment of all of our properties. Our intention is to operate as a professional Construction Management firm, comparable to the highest standards set in the industry. 					
	DHC is committed to maintaining its existing conventional public housing stock. To advance this goal, DHC will seek means to stretch its limited capital resources. However, in order to preserve the quality of the housing that DHC provides, DHC will undertake major renovations and demo/dispo based on our physical needs analysis and funding availability. Our current strategy is enclosed as attachment F; however this strategy may be refocused given the results of the needs assessmen				
	□ Den	nolish or d	ispose of	obsolete p	ublic housing:

DHC's demolition and disposition strategy is include on page 38 for the next fiscal year, in addition DHC's upcoming Needs Assessment will allow DHC to anticipate demolition and disposition activities over the next five year period.

Provide replacement public housing:

HOPE VI Division will build

Woodbridge Estates

ACC 277 Tax Credit 54 Market 45

Homeownership 64
Senior Enhanced Section 8 50
Rehab 297

Herman Gardens

ACC 206 Section 8 Project Based 98 Tax Credit 205 Market 509

The Modernization Division has a three-tiered mixed financing strategy to developing affordable housing. We intend to replace five-hundred (500) ACC units through the following three methods:

Acquisition-DHC will purchase units or interest in existing communities.

Joint Development-DHC will enter into partnerships with non-profit and forprofit developers on projects that have already progressed substantially
through development process but have identified a need for gap financing.

DHC Sponsored Development-DHC will develop assets that are owned or
controlled by DHC and leveraged into replacement housing units.

	Provide replacement vouchers:
	Assisted Housing will continue to provide vouchers for displaced residents.
	Other: (list below)
\times	PHA Goal: Increase assisted housing choices
	Objectives:
	Provide voucher mobility counseling
	Assisted Housing will continue to institute both a briefing and counsel for all
	resident moves.
	Conduct outreach efforts to potential voucher landlords
	Assisted Housing will continue on-going meetings with landlord.

increase vou	icher payment standards
Assisted Housing vo	oucher payments if HUD guidance dictates
Implement v	oucher homeownership program:
	as a goal of 55 participants in the program.
	public housing or other homeownership programs:
Resident Services R	esident Services:
DHC will implemen	nt Section 32 Homeownership program
The Division of Mo	dernization:
•	ding a homeownership component and additional rental
units at our Parksid	le HOPE VI and Charles Terrance developments. In
addition, homeowne	ership goals will be met through joint development
initiatives with affor	rdable housing developers (i.e., CHDOs, development
partnerships that in	clude non-profit engagement, etc.).
DHC will continue	with the program development team to design an RHF
Homeownership Pr	ogram in conjunction with the acquisition of single-
family units and mi	xed-financed projects.
Hope VI- Woodbrid	lge Estates 41of 101 will be affordable HO units (single
family/townhouse u	•
	public housing site-based waiting lists:
DHC has a goal of	moving the family developments to a site based waiting
list.	
	lic housing to vouchers:
Other: (list b	elow)
Strategic Goal: Imp	prove community quality of life and economic vitality
PHA Goal: Provide	an improved living environment
Objectives:	
Implement n	neasures to deconcentrate poverty by bringing higher
implement ii	ic housing households into lower income developments:
	10 110 10 110 10 10 10 110 10 110 110 1
income publ	
income publ	will build the following units at Woodbridge Estates over
income publ	
income publication this five year plan	will build the following units at Woodbridge Estates over
income publication this five year plan ACC	will build the following units at Woodbridge Estates over 277
income publication this five year plan ACC Tax Credit	will build the following units at Woodbridge Estates over 277 54

units:

ACC	<i>38</i>
Tax Credit	<i>47</i>
Market	33
Rehab	297

The HOPE VI DIVISION will build the following at Herman Gardens Herman Gardens

ACC	206
Section 8 Project Based	98
Tax Credit	205
Market	509

 \boxtimes Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

HOPE VI Division will build the following units at Woodbridge Estates over this five year plan

ACC	277
Tax Credit	54
Market	45
Homeownership	64
Senior Enhanced Section	ı 8- 50

^{*}The following is what currently exist in new construction and rehabbed units:

ACC	<u>38</u>
Tax Credit	47
Market	<i>33</i>
Rehab ACC	297

The HOPE VI DIVISION will build the following at Herman Gardens Herman Gardens

ACC	206
Section 8 Project Based	98
Tax Credit	205
Market	509

Implement public housing security improvements: DHC plans to modernize its security protection in a state of the art control center.

 ☑ Designate developments or buildings for particular resident groups (elderly, persons with disabilities) DHC was approved by HUD to implement a Designated Housing Plan on 2/18/2005. ☐ Other: (list below)
Strategic Goal: Promote self-sufficiency and asset development of families individuals
PHA Goal: Promote self-sufficiency and asset development of assisted households Objectives: ☐ Increase the number and percentage of employed persons in assisted families: Resident Services: Increase the number and percentage of employed persons in assisted recipients' employability. Provide or attract supportive services to improve assistance Address literacy issues and increase educational opportunities through partnerships with educational institutions. Assisted Housing: Currently, have 150 enrolled in the FSS program. DHC intend to honor its commitment of 340 enrollees in the FSS program. Hope VI Provide social skills to coincide with employability skills and provide training in financial planning
 Provide or attract supportive services to improve assistance recipients' employability: Resident Services: Address literacy issues and increase educational opportunities through
partnerships with educational institutions. Assisted Housing and Resident Services are making residents aware of other human and social service agencies which offer free services to resident of the City of Detroit
Provide or attract supportive services to increase independence for the elderly or families with disabilities.

	_	VI Woodbridge includes the construction of assisted living facility and op transitional programs from assisted living to permanent nursing es.
		Other: (list below)
HUL	Strate	gic Goal: Ensure Equal Opportunity in Housing for all Americans
		Goal: Ensure equal opportunity and affirmatively further fair housing ctives:
	\boxtimes	Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
		DHC will address this goal via a marketing strategy that includes outreach in various communities regardless of race, color, religion national origin, sex, familial status, and disability:
		Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: DHC will address this goal via a marketing strategy that includes outreach in various communities regardless of race, color, religion national origin, sex, familial status, and disability: In addition, DHC will continue inspection of units utilizing HUD's current standard of UPSC compliance.
		Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
		Future Modernization (2005-2009) efforts at all communities will encompass this goal.
		Other: (list below)

GOALS ACHIEVED IN THE LAST FIVE YEAR PLAN

Pursuant to CFR 24 Part 903.6 DHC is submitting its Five Year Accomplishments in its second five year plan. This section is broken into two parts:

- 1. DHC will present its accomplishments overall from first Five Year Plan
- 2. DHC will present accomplishments which may not be captured by individual goals or crossover different goals

Overall Goals Achieved in DHC's First Five Year Plan

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

\boxtimes	PHA Goal:	Expand t	he supply	of assisted	l housing		
	Objectives:						
		oly for add					
		ousing- Pr	eservatioi	n and Opt	Out Conversio	ons. DHC received 3	94
	vouchers.			•			
		luce public	_		0.16.1	0	
		_	-			g Outreach Plan.	
		- I		er public i	unas to create a	additional housing	
		ortunities: odbridge E					
		navruage 1 Non-ACC					
		uire or bu		r develonr	nents		
	HOPE VI	une or bu	na amts o	i ucvelopi			
	Woodbridg	e Estates	\boldsymbol{P}	arkside			
	118		2	76			
	Oth	er (list bel	ow)				
\boxtimes	PHA Goal: Objectives:		the quality	y of assiste	ed housing		
	v		c housing	managem	ent: (PHAS sc	ore)	
	2000	2001	2002	2003	2004		
	63	78	61	53	TBD		
	⊠ Imp	rove vouc	her manag	gement: (S	EMAP score)		
	2001	2002	2003	2004			

67 65 77 39 Increase customer satisfaction:

 \square

RASS Score	<u>200</u>	<u>200</u>	<u>200</u>
	<u>4</u>	<u>3</u>	<u>2</u>
Maintenance and Repair	71%	73%	81%
Communication	67%	58%	63%
Safety	69%	61%	62%
Services	83%	80%	89%
Neighborhood	60%	55%	62%
Appearance			

Concentrate on efforts to improve specific management functions:

(list; e.g., public housing finance; voucher unit inspections)

Renovate or modernize public housing units

Brewster Homes A/C Installation (18 units) 9/13/02 37,700.00 Installation of stand alone A/C units in the Brewster Townhouses @ Mack and the Chrysler Service Drive.

Conner Waveny	Renovations	5/15/03	9,919,187.60
Conner Waveny	Automatic Door System	9/9/02	32,150.00

Conner Waveney received a complete Gut Modernization including all new mechanical, electrical, plumbing and low voltage systems. The exterior facade was also redone as well as the parking lot.

Douglass Apts. Renovation/retail space 7/19/02 81,200.00 A vacant unit at one of the 14 story Hi-rise buildings was renovated for use as commercial space for resident businesses?

Douglass/Jeffries	New Air Ventilation Systems	9/30/02	15,618.00
Jeff/Doug/Sheridan	Generator set installation	9/30/02	1,383,300.00
Jeffries B404, B503	Install ventilation system	3/22/02	15,936.00
Jeffries Bldg 502	Fire control	1/21/02	4,725.00
Jeffries Bldg 502	Window Blind Installation	7/5/02	18,828.32
Jeffries Bldg 502	Renovations	1/18/02	6,341,310.84

Several Hi-rise buildings at Jefferies and Douglas Apartments underwent gut rehab including installation of new heating & cooling systems, emergency generators and several additional improvements which were not previously available

Forest Park	HVAC installation	9/30/02	799,375.90
Forest Park	Electrical upgrade	12/26/02	475,895.94

A new HVAC system was installed at the Forest Park Senior Apartments. The new system also required and electrical upgrade to the building to accommodate the additional load.

Harriet Tubman	Install AC unit	8/22/01	8,587.00
Harriet Tubman	Install AC unit	9/30/02	38,000.00
Harriet Tubman	Install window blinds	4/8/02	25,941.00

Harriet	Install A/C units	2/27/02	293644
Tuhman/State Fair			

Harriet Tubman & State Fair Senior Apartments received new A/C units in 2002. New blinds were installed at Harriet Tubman in 2003. The buildings previously lacked both of these amenities.

Parkside TVP I/III	Site Improvements	9/26/02	99,500.20
Parkside TVP III	Site furnishings	9/30/02	926.16

All improvements at Parkside were conducted as a part of the HOPE VI project implemented at that site.

Sheridan Place I, II	Gates	7/19/01	47,000.00
Sheridan Place I, II	Speed Bump Installation	9/19/02	1,023.42

Minor improvements to the parking systems at Sheridan I @ II provided additional security and resident safety.

Smith Homes	Irrigation System	6/30/02	131,095.00		
This site improvement aided in improving the maintenance of the green space at this building.					
Sojourner Truth	Storage shed, canopy mod	9/30/02	777,800.00		
Additions were complet	red to the buildings to alleviate the storage is	ssues in the units.			
Warren West	A/C Installation	11/12/03	556,526.00		

New through the wall A/C units were installed at Warren West Apartments.

TOTAL 23,887,603.59

Demolish or dispose of obsolete public housing: *Past Demolitions*

- Jeffries West (Woodbridge)
 Demolition of 3 high-rise towers
 Units lost was 336
 Contract completion date was September 24, 2001
 Contract amount was \$1,362,601.43
 - Douglass/Jeffries
 Demolition of 3 high-rise towers
 Units lost was 336
 Contract completion date was December 21, 2003
 Contract amount was \$973,000.00

Demolition of residential, administration buildings Units lost was 196 Contract completion date was September 28, 2002 Contract amount was \$1,033,695.00 \bowtie Provide replacement public housing: HOPE VI Woodbridge Estates **Parkside** 118 276 Provide replacement vouchers: Assisted Housing provided vouchers for displaced residents Other: (list below) \boxtimes PHA Goal: Increase assisted housing choices **Objectives:** Provide voucher mobility counseling Assisted Housing has instituted both a briefing and counsel for all resident moves. \square Conduct outreach efforts to potential voucher landlords Assisted Housing conducts on-going meetings with landlord. Increase voucher payment standards Assisted Housing increased voucher payments in 2004 Implement voucher homeownership program: Assisted Housing currently has 19 participants in the program. Implement public housing or other homeownership programs: Resident Services currently has 12 participants in the program. DHC conducted homeownership and credit repair workshops to prepare public housing residents for homeownership. \boxtimes Implement public housing site-based waiting lists: Implemented at the following sites: Conner-Waveney (Riverbend) Forest Park Harriet Tubman State Fair Warren West Sheridan I Sheridan II Woodbridge Estates Convert public housing to vouchers: Other: (list below)

• Charles Terrace

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

	 PHA Goal: Provide an improved living environment Objectives: ☑ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: DHC is calculating this number, it will be provided at the next RAB meeting. ☑ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: 				
	HOPE VI Woodbridge Estates Parkside 38 276 ☐ Implement public housing security improvements: DHC provides twenty-four security at all senior and high rise buildings. ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities) DHC in Process of Filing a Designated Housing Plan with the Special Application Center. ☐ Other: (list below)				
	Strategic Goal: Promote self-sufficiency and asset development of families ndividuals				
⊠ house	PHA Goal: Promote self-sufficiency and asset development of assisted cholds Objectives: Increase the number and percentage of employed persons in assisted families:				
	Resident Services: DHC implemented the ROSS grant which established a loan fund, provided technical assistance to 25 resident owned businesses, and processed loans totaling \$57,000.				
	DHC implemented EZ micro business loan program and processed loans in the amount of \$33,000.				
	DHC implemented the JOBNET Program with EZ funds. The program facilitated job referrals and job placement to public housing residents.				

DHC conducted Job/Career fairs for public housing and section 8 residents.

DHC implemented the WAYS program for Youth and seniors. 15 DHC youth and one senior were hired for summer employment and jobs skills development.

DHC created Individual Development Accounts (IDA) accounts for public housing residents through a partnership with the United Way. IDA accounts were created for homeownership, education, and entrepreneurial initiatives.

	Assisted Housing has 150 persons enrolled in the FSS program. Provide or attract supportive services to improve assistance recipients' employability:
	Resident Services:
	DHC implemented the ROSS grant which established a loan fund, provided technical assistance to 25 resident owned businesses, and processed loans totaling \$57,000.
	DHC implemented EZ micro business loan program and processed loans in the amount of \$33,000.
	DHC implemented the JOBNET Program with EZ funds. The program facilitated job referrals and job placement to public housing residents.
	DHC conducted Job/Career fairs for public housing and section 8 residents.
	DHC implemented the WAYS program for Youth and seniors. 15 DHC youth and one senior were hired for summer employment and jobs skills development.
	DHC created Individual Development Accounts (IDA) accounts for public housing residents through a partnership with the United Way. IDA accounts were created for homeownership, education, and entrepreneurial initiatives.
	Assisted Housing and Resident Services are working with "Michigan Works."
	Provide or attract supportive services to increase independence for the elderly or families with disabilities.
	Hope VI- Developed a planned for an assisted living facility, and developed a plan to test market for need for additional "specialized" senior.
	Other: (list below)
HUD	Strategic Goal: Ensure Equal Opportunity in Housing for all Americans
\boxtimes	PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:

 \boxtimes Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: DHC undertook Public Service Announcements, ran radio ads in 1400, ran newspaper ads in community focused newspapers, and participated in community outreach programs. \boxtimes 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: DHC undertook Public Service Announcements, ran radio ads in 1400, ran newspaper ads in community focused newspapers, and participated in community outreach programs. In addition, DHC units are inspected annually for UPCS compliance annual by HUD and DHC/Contractors. \boxtimes Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: DHC has met 504 compliance with each major renovation project completed over the five year period. Other: (list below)

Accomplishments which may not be captured by individual goals or crossover different goals

- 25 million in federal funds leveraged to attract 125 million in other public/private development financing.
- Selected development teams at Jeffries Homes.
- Completed a plan to transform the Jeffries development into a new community called Woodbridge Estates with approximately 900 units of mixed-income housing.
- Initiated joint venture with Core Cities Nonprofit Development Corporation will produce infill housing units.
- Selected management firm for Woodbridge Estates Senior Villages.
- Closed Woodbridge Estates (formerly Jeffries HOPE VI).
- Developed and submitted pre-development plans to the U.S.
 Department of Housing and Urban Development in order to design a similar plan for Herman Gardens.
- Implemented Occupancy Improvement Plan for the rehabilitation of 482 public housing units.
- Dedicated \$20 million in revitalization work at Warren West Senior Apartments, Frederick Douglass Homes and Connor Waveney Senior Apartments.

- Confirmed as standard performer under HUD's PHAS performance system for all major component areas including MASS, PASS, FASPHA, RASS.
- Implemented PHAS monthly reporting for core operations including rent collections, work orders, vacancies, recertifications and evictions
- Implemented enhancements in the areas of Income Disregard policy/procedures and Community Service Program guidelines.
- Implemented a new lease, grievance procedure, pet policy and admissions and occupancy policy.
- Implemented site based waiting lists for DHC senior sites and commence planning for expanding initiative to include all DHC family developments.
- Enhanced customer service initiatives through the centralization of rent collections and restructuring site personnel functions

Annual PHA Plan PHA Fiscal Year 2005

[24 CFR Part 903.7]

<u>i. Ar</u>	nnual Plan Type:
Select w	which type of Annual Plan the PHA will submit.
	Standard Plan
Stream	nlined Plan:
	High Performing PHA
	Small Agency (<250 Public Housing Units)
	Administering Section 8 Only
\boxtimes	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.

The 2005 Annual Plan represents DHC's first year of its 2005-2009 Five Year Plan. This Plan exhibits efforts to promote creation of new units and income mixing beyond its Hope VI developments. DHC will seek to create ACC unit in various geographic areas throughout the City of Detroit. In addition, DHC will grow its strategies as it relates to addressing the physical needs of our developments. A key policy change for Housing Choice Voucher and Public Housing programs is the increase of the minimum rent from \$0 to \$50.00. In addition, the latest amendment to the PHA Plan 2005 includes a new capital budget which, are based on new information which was provided during the REAC PASS inspections, and the Physical Needs Assessment, as well as, input from the Recovery Team on their assessment of the capital needs of DHC. These revisions are necessary in order for DHC to fulfill its mission. DHC is also amending its ACOP through this plan process in order for DHC to institute a Photo ID Policy and providing a new preference for persons displaced by a federally declared disaster occurring after 7/1/2005.

As background, HUD issued regulations implementing provisions of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) on February 19, 1999. These regulations required each Public Housing Authority (PHA) to develop a Five-Year Plan with a Statement of Mission, Goals, and Objectives. The QHWRA required PHAs to prepare an Annual Plan with a statement of housing needs of the lower income population in its community, along with the strategies, policies and resources to be used in addressing those needs. According to QHWRA, the Five-Year Plan and

Annual Plan are to be developed in consultation with PHA Public Housing and Section 8 residents. These plans are also to be offered for review and comment by the public.

On April 14, 2000, the Board of Commissioners of the Detroit Housing Commission (DHC or Agency) approved the DHC First Five Year Agency Plan ("Plan"). The Plan, subsequently approved by HUD on November 22, 2000, set forth DHC's statement of mission, goals, and objectives developed for the purpose of enhancing affordable housing opportunities for City of Detroit residents.

Finally, the goals and major activities of Five-Year and Annual Plans are to be consistent with key housing-related objectives identified in the Consolidated Plans of the governmental unit(s) within the PHA's jurisdiction.

The Detroit Housing Commission (DHC), a public housing authority, is subject to compliance with the planning requirements of QHWRA. Accordingly, the enclosed Draft Plan-Year One represents a collaborative, community effort that is consistent with the Agency's statement of mission, goals and strategies developed to address the housing needs of residents of the City of Detroit.

Mission Statement:

"The City of Detroit Housing Commission and its employees, with competency, ethics and integrity, are committed to providing quality service to low and moderate income residents of the City of Detroit in the delivery of:

- Affordable housing opportunities of high quality construction
- Revitalized and stable neighborhoods
- Opportunities for growth and economic freedom
- Innovative programs in partnership with foundations and public entities,
 - thereby maximizing resources required for program delivery
- The efficient and effective management of all resources generated

The DHC's Draft Plan-Year One has the broad support of the resident, human service and non-profit community. The Draft Plan-Year One continues the DHC's original statement of mission, goals and objectives and is consistent with the needs and priorities as expressed by local government in Consolidated Plans. The Draft Plan-Year One was prepared with a high level of community involvement and input, and the strategies resulting there from will help the DHC stand out as a leader in the provisioning of affordable housing opportunities within the City of Detroit.

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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Atı	tachments		
B, 6 SE l	etc.) in the space to t	ents are provided by selecting all that apply. Provide the attachment's he left of the name of the attachment. Note: If the attachment is prosission from the PHA Plans file, provide the file name in parentheses in	vided as a
Re	FY 2005 Ca Most recent	nts: Policy for Deconcentration Attachment A pital Fund Program Annual Statement Attachment B board-approved operating budget (Required Attachment followed or at risk of being designated troubled ONLY) Attac	
	FY 2005 Ca Public Hous Comments of	ments: gement Organizational Chart Attachment F pital Fund Program 5 Year Action Plan Attachment E ing Drug Elimination Program (PHDEP) Plan of Resident Advisory Board or Boards (must be attached if PHA Plan text)	f not

☑ Other (List below, providing each attachment name)

Optional Attachments:

Attachment C: COMMUNITY SERVICE REQUIREMENT

Attachment D: RASS Follow Up Plan

Attachment G: Admissions and Continued Occupancy Policy

Appendix A - Grievance Procedures Policy

Appendix B - Pet Policy

Appendix C - Dwelling Lease/Pet Lease Addendum

Attachment H: Pet Policy Summary

Attachment I: Resident Membership of PHA Governing Board

Membership of Resident Advisory Board

Attachment J: HOUSING CHOICE VOUCHER PROJECT BASE PLAN

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				
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans				
X	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	Annual Plan: Eligibility,				

List of Supporting Documents Available for Review						
Applicable &	Supporting Document	Applicable Plan Component				
On Display						
	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 Quality Housing and Work Responsibility Act Initial Guidance; Notice and any further HUD guidance) and	Selection, and Admissions Policies				
	Documentation of the required deconcentration and income mixing analysis					
X	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan: Rent Determination				
X	Schedule of flat rents offered at each public housing development Check here if included in the public housing A & O Policy	Annual Plan: Rent Determination				
X	Section 8 rent determination (payment standard) policies 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 Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures				
X	Section 8 informal review and hearing procedures 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				
X	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				
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs				
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition				
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing				
X	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				

	List of Supporting Documents Available for	Review
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	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
X	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 (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	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
X	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	Accessibility	Size	Location
Income <= 30% of AMI	61,049	5	5	4	1	4	4

Housing Needs of Families in the Jurisdiction By Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Accessibility	Size	Location
Income >30% but <=50% of AMI	28,124	4	4	3	1	3	2
Income >50% but <80% of AMI	29,632	2	2	3	1	3	2
Elderly **	19,709	4	2	2	2	1	1
Families with Disabilities (mobility and self- care limitation)	38,015	5	3	1	4	2	2
Race/Ethnicity ** Black/Non-Hisp.	125,285	4	4	3	2	3	3
Race/Ethnicity ** White/Non-Hisp.	14,740	3	3	3	2	3	3
Race/Ethnicity ** Hispanic	6,840	3	4	4	N/A	N/A	N/A

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.)

\boxtimes	Consolidated Plan of the Jurisdiction/s
	Indicate year: 2005
\boxtimes	U.S. Census data: the Comprehensive Housing Affordability Strategy
	("CHAS") dataset
	American Housing Survey data
	Indicate year:
	Other housing market study
	Indicate year:
	Other sources: (list and indicate year of information)

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) ☐ Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☐ 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	9,176		939			
Extremely low income <=30% AMI	7,764	84.61%				
Very low income (>30% but <=50% AMI)	800	8.70%				
Low income (>50% but <80% AMI)	612	6.66%				
Families with children	8,345	90.90%				
Elderly families	632	6.80%				
Families with Disabilities	896	9.76%				
Race/ethnicity Asian	5	0.15%				
Race/ethnicity Black	8,899	96.60%				
Race/ethnicity Native American	98	1.06%				
Race/ethnicity White	174	1.89%				

Is the waiting list closed (select one)? □ No ☑ Yes If yes: How long has it been closed (# of months)? 36 months Does the PHA expect to reopen the list in the PHA Plan year? ☑ No □ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☑ No □ Yes Housing Needs of Families on the Waiting List						
If yes:]	Housing Needs of Families on the Waiting List				
How long has it been closed (# of months)? 36 months Does the PHA expect to reopen the list in the PHA Plan year? ☑ No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☑ No ☐ Yes Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☐ Public Housing ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: # of families	_	osed (select one)?	No 🛛 Yes			
Does the PHA expect to reopen the list in the PHA Plan year? ⋈ N	Ü	s it boon closed (# of m	nonthe)2 36 months			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes Housing Needs of Families on the Waiting List Waiting list type: (select one) Section 8 tenant-based assistance Public Housing Combined Section 8 and Public Housing Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:				or2 ⊠ No □ Voc		
Housing Needs of Families on the Waiting List Waiting list type: (select one) Section 8 tenant-based assistance Public Housing □ Combined Section 8 and Public Housing □ 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 12,143						
Housing Needs of Families on the Waiting List Waiting list type: (select one) Section 8 tenant-based assistance Public Housing Combined Section 8 and Public Housing 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 12,143	generally close	sod2 M No Vos	gories of families onto the	ie waiting fist, even fi		
Waiting list type: (select one) Section 8 tenant-based assistance Public Housing Combined Section 8 and Public Housing 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 12,143 +3,465 Extremely low income <=30% AMI Very low income (>30% but <=50% AMI) Low income 133 1.09% (>50% but <80% AMI) Families with 8,955 74.05% children Elderly families 193 4.72% Families with 2,101 17.37% Disabilittes Race/ethnicity 6 0.05% Asian Race/ethnicity 12,024 99.42% Black Race/ethnicity 20 0.16% Native American Race/ethnicity 93 0.76% White	generally clos	seu: No la res				
Section 8 tenant-based assistance	1	Housing Needs of Far	nilies on the Waiting L	ist		
Public Housing Combined Section 8 and Public Housing Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: # of families	Waiting list type: (se	lect one)				
Combined Section 8 and Public Housing 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 12,143 +3,465 Extremely low income <=30% AMI Very low income (>30% but <=50% AMI) Low income (>50% but <80% AMI) Families with 8,955 74.05% children	Section 8 tena	nt-based assistance				
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 12,143 +3,465 Extremely low income <=30%	Public Housin	g				
If used, identify which development/subjurisdiction: # of families	Combined Sec	ction 8 and Public Hou	sing			
# of families				(optional)		
Waiting list total 12,143 +3,465 Extremely low income <=30% AMI Very low income (>30% but <=50% AMI) Low income (>50% but <80% AMI) Families with children Elderly families 193 4.72% Families with Disabilities Race/ethnicity 4.72% Race/ethnicity 12,024 Black Race/ethnicity 12,024 Pattern 12,024	If used, identi		t/subjurisdiction:			
Extremely low income <=30% AMI Very low income (>30% but <=50% AMI) Low income (>50% but <80% AMI) Families with children Elderly families 193 4.72% Families with Disabilities Race/ethnicity Asian Race/ethnicity 12,024 99.42% Black Race/ethnicity 20 0.16% Native American Race/ethnicity 93 0.76% White		# of families	% of total families	Annual Turnover		
income <=30%	Waiting list total	12,143		+3,465		
AMI	Extremely low	11,128	91.64%			
Very low income (>30% but <=50% AMI)	income <=30%					
(>30% but <=50%	AMI					
(>30% but <=50%	Very low income	882	7.26%			
AMI Low income						
(>50% but <80%	1 -					
AMI) 8,955 74.05% children 193 4.72% Elderly families 193 4.72% Families with Disabilities 2,101 17.37% Race/ethnicity Asian 6 0.05% Race/ethnicity Black 12,024 99.42% Race/ethnicity Native American 20 0.16% Race/ethnicity White 93 0.76%	Low income	133	1.09%			
AMI) 8,955 74.05% children 193 4.72% Elderly families 193 4.72% Families with Disabilities 2,101 17.37% Race/ethnicity Asian 6 0.05% Race/ethnicity Black 12,024 99.42% Race/ethnicity Native American 20 0.16% Race/ethnicity White 93 0.76%	(>50% but <80%					
children Elderly families 193 4.72% Families with 2,101 17.37% Disabilities Race/ethnicity 6 0.05% Asian Race/ethnicity 12,024 99.42% Black Race/ethnicity 20 0.16% Native American Race/ethnicity 93 0.76% White	1 -					
childrenElderly families1934.72%Families with Disabilities2,10117.37%Race/ethnicity Asian60.05%Race/ethnicity Black12,02499.42%Race/ethnicity Native American200.16%Race/ethnicity White930.76%	Families with	8,955	74.05%			
Families with Disabilities Race/ethnicity 6 0.05% Asian Race/ethnicity 12,024 99.42% Black Race/ethnicity 20 0.16% Native American Race/ethnicity 93 0.76% White	children	,				
Disabilities Race/ethnicity 6 0.05% Asian Race/ethnicity 12,024 99.42% Black Race/ethnicity 20 0.16% Native American Race/ethnicity 93 0.76% White	Elderly families	193	4.72%			
Disabilities Race/ethnicity 6 0.05% Asian Race/ethnicity 12,024 99.42% Black Race/ethnicity 20 0.16% Native American Race/ethnicity 93 0.76% White		2,101	17.37%			
Asian Race/ethnicity 12,024 99.42% Black Race/ethnicity 20 0.16% Native American Race/ethnicity 93 0.76% White						
Asian Race/ethnicity 12,024 99.42% Black Race/ethnicity 20 0.16% Native American Race/ethnicity 93 0.76% White	Race/ethnicity	6	0.05%			
Black Race/ethnicity 20 0.16% Native American Race/ethnicity 93 0.76% White						
Black Race/ethnicity 20 0.16% Native American Race/ethnicity 93 0.76% White	Race/ethnicity	12,024	99.42%			
Native American Race/ethnicity 93 0.76% White	J					
Native American Race/ethnicity 93 0.76% White	Race/ethnicity	20	0.16%			
White	·					
White	Race/ethnicity	93	0.76%			
1	·					
Characteristics by	Characteristics by					
Bedroom Size	3					
(Public Housing	(Public Housing					

Housing Needs of Families on the Waiting List				
Only)				
1BR	3303			
2 BR	5324			
3 BR	2962			
4 BR	440			
5 BR	82			
5+ BR	23			
Does the PHA DHC Plans to occurring after Does the PHA generally close C. Strategy f Provide a brief de	permit specific categored? No Yes or Addressing Needs escription of the PHA's strain the waiting list IN THE	ist in the PHA Pla sons displaced by ories of families o	an year? 🔀	Declared Disaster ing list, even if eeds of families in the
	ge of affordable hous Iaximize the number			
Select all that app	•/			
numbe Reduce Reduce Seek re	y effective maintenance or of public housing uni- te turnover time for vace time to renovate public eplacement of public ho to development	its off-line ated public housi ic housing units	ng units	

Seek replacement of public housing units lost to the inventory through section

Maintain or increase section 8 lease-up rates by establishing payment standards

Undertake measures to ensure access to affordable housing among families

that will enable families to rent throughout the jurisdiction

assisted by the PHA, regardless of unit size required

 \boxtimes

 \boxtimes

 \boxtimes

8 replacement housing resources

	Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty		
\boxtimes	concentration Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program Participate in the Consolidated Plan development process to ensure		
\boxtimes			
	Participate in the Consolidated Plan development process to ensure coordination with broader community strategies		
	Other (list below)		
with ou	reasons for selecting the aforementioned strategies, is that they are consistent ar core business to provide decent, safe, affordable housing to low-moderate families, regardless of race, color, religion national origin, sex, familial status, sability:		
Strate	gy 2: Increase the number of affordable housing units by:		
	that apply		
\boxtimes	Apply for additional section 8 units should they become available Leverage affordable housing resources in the community through the creation of mixed. Finance housing		
\boxtimes	of mixed - finance housing Pursue housing resources other than public housing or Section 8 tenant-based		
	assistance. Other: (list below)		
DHC's reasons for selecting the aforementioned strategies, is that they are consistent with our core business to provide decent, safe, affordable housing to low-moderate income families, regardless of race, color, religion national origin, sex, familial status, and disability:			
Need: Specific Family Types: Families at or below 30% of median			
	gy 1: Target available assistance to families at or below 30 % of AMI l that apply		
	Exceed HUD federal targeting requirements for families at or below 30% of		
	AMI in public housing Exceed HUD federal targeting requirements for families at or below 30% of		
	AMI in tenant-based section 8 assistance		
	Employ admissions preferences aimed at families with economic hardships		
	Adopt rent policies to support and encourage work Other: (list below)		
	gh our Replacement Housing Factor Program, DHC will focus on the housing pments (new and existing) wherein the composition of the public housing units		

are limited to approximately 25-50 percent of the total development. DHC replacement housing factor development strategy plans for the creation of 500 public housing replacement units. DHC estimates that 50 to 100 public housing replacement units will come online in FY 2005.

DHC's reasons for selecting the aforementioned strategies, is that they are consistent with our core business to provide decent, safe, affordable housing to low-moderate income families, regardless of race, color, religion national origin, sex, familial status, and disability

Need: Specific Family Types: Families at or below 50% of median
Strategy 1: Target available assistance to families at or below 50% of AMI Select all that apply
 □ Employ admissions preferences aimed at families who are working □ Adopt rent policies to support and encourage work □ Other: (list below)
Through our Replacement Housing Factor Program, DHC will focus on the housing developments (new and existing) wherein the composition of the public housing units are limited to approximately 25-50 percent of the total development. DHC replacement housing factor development strategy plans for the creation of 500 public housing replacement units. DHC estimates that 50 to 100 public housing replacement units will come online in FY 2005.
DHC's reasons for selecting the aforementioned strategies, is that they are consistent with our core business to provide decent, safe, affordable housing to low-moderate income families, regardless of race, color, religion national origin, sex, familial status, and disability:
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: Approved 3/18/2005 Apply for special-purpose vouchers targeted to the elderly, should they become available Other: (list below)
DHC selected this strategy as one that is consistent with the desires of our residents

and that this strategy is consistent with our core business to provide decent, safe,

affordable housing to low-moderate income families, regardless of race, color, religion national origin, sex, familial status, and disability:

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:		
Select all tl	hat apply	
 □ N □ A □ Ad □ di 	eek designation of public housing for families with disabilities arry out the modifications needed in public housing based on the section 504 eeds Assessment for Public Housing pply for special-purpose vouchers targeted to families with disabilities, nould they become available ffirmatively market to local non-profit agencies that assist families with isabilities other: (list below)	
DHC's reasons for selecting the aforementioned strategies, is that they are consistent with our core business to provide decent, safe, affordable housing to low-moderate income families, regardless of race, color, religion national origin, sex, familial status, and disability:		
Need: Sineeds	pecific Family Types: Races or ethnicities with disproportionate housing	
Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:		
Select if ap	plicable	
h	ffirmatively market to races/ethnicities shown to have disproportionate outing needs other: (list below)	
with our	easons for selecting the aforementioned strategies, is that they are consistent core business to provide decent, safe, affordable housing to low-moderate amilies, regardless of race, color, religion national origin, sex, familial status, bility:	
Strategy 2: Conduct activities to affirmatively further fair housing Select all that apply		
m M	ounsel section 8 tenants as to location of units outside of areas of poverty or inority concentration and assist them to locate those units Clarket the section 8 program to owners outside of areas of poverty /minority concentrations	

	Other: (list below)		
with o	DHC's reasons for selecting the aforementioned strategies, is that they are consistent with our core business to provide decent, safe, affordable housing to low-moderate income families, regardless of race, color, religion national origin, sex, familial status, and disability .		
Other	r Housing Needs & Strategies: (list needs and strategies below)		
Of the	e factors listed below, select all that influenced the PHA's selection of the gies it will pursue:		
	Funding constraints Staffing constraints Limited availability of sites for assisted housing Extent to which particular housing needs are met by other organizations in the community		
	Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA		
	Influence of the housing market on PHA programs Community priorities regarding housing assistance Results of consultation with local or state government		
	Results of consultation with residents and the Resident Advisory Board Results of consultation with advocacy groups Other: (list below)		

2. Statement of Financial Resources [24 CFR Part 903.7 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 2004-2005			
grants)			
a) Public Housing Operating Fund	13,214,094		
b) Public Housing Capital Fund	9,663,792		
c) HOPE VI Revitalization	0		
d) HOPE VI Demolition	0		
e) Replacement Housing Factor	9,267,236		
f) Annual Contributions for Section 8 Tenant-Based Assistance	35,526,679		
g) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0		
h) Resident Opportunity and Self- Sufficiency Grants	0		
i) Community Development Block			
Grant	0		
j) HOME	0		
Other Federal Grants (list below)			
2. Prior Year Federal Grants			
(unobligated funds only) (list below)	400.007	DILC II	
Douglas Demolition	436,367	PH Capital Improvements	
1994 MROP	6,060,909	PH Capital Improvements	
Brewster Development Grant	1,383,750	PH Capital Improvements	
Capital Fund 2001,2002,2003,2004	23,221,457	PH Capital Improvements	
Herman Gardens Demolition	1,735,000	PH Capital Improvements (includesMI28URD MI198	
Herman Gardens HOPE VI		PH Capital Improvements	
Implementation	20,024,259	_	
Jeffries Demolition	0	PH Capital Improvements	
Jeffries HOPE VI Implementation	11,609,353	PH Capital Improvements	
Replacement Housing Factor	37,754,484	PH Capital Improvements	

Financial Resources:		
Planned Sources and Uses		
Sources	Planned \$	Planned Uses
COPS	0	PH Safety/Security
		Homeless Assistance
Shelter Care Plus	0	
		PH Supportive Services
Empowerment Zone	266,200	
		PH Supportive Services
ROSS	693,550	
3. Public Housing Dwelling Rental		
Income	6,246,673	PH Operations
4. Other income (list below)		
Interest Income General Fund	40,000	PH Operations
5. Non-federal sources (list below)		
City of Detroit	374,574	PH Safety/Security
Other	4,130	
Total Resources	177,522,507	

3. PHA Policies Governing Eligibility, Selection, and Admissions [24 CFR Part 903.7 9 (c)]

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

(1) Eligibility

	en does the PHA verify eligibility for admission to public housing? (select all
tnat	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: (60 days) Other: (describe)
	ch non-income (screening) factors does the PHA use to establish eligibility for ission to public housing (select all that apply)? Criminal or Drug-related activity Rental history Housekeeping Other (describe) Home Visits Credit History
d. 🖂	Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes? Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes? Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
	iting List Organization
	ch methods does the PHA plan to use to organize its public housing waiting list ect all that apply) Community-wide list Sub-jurisdictional lists Site-based waiting lists
	1- Development planned to occur within this fiscal year. This includes Senior Enhanced at Woodbridge Estates.
	Other (describe)

 b. Where may interested persons apply for admission to public housing? PHA main administrative office 2211 West Orleans Detroit, MI 48207 PHA development site management office 10 Elderly Sites (Woodbridge Senior Enhanced under construction) also including: Woodridge Estates & The Villages of Parkside II & IV 	
including: Woodridge Estates & The Villages of Parkside II & IV 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? 12	
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?	
There will be a total of 12 site-based waiting lists. 1 Development Planned in this fiscal Woodbridge Senior Enhanced (under construction)	
11-Existing Site Based Wait List Jeffries/Woodbridge (MI001-7) – Hi-Rises- West side of the Lodge Freeway Forest Park (MI001-11) Sheridan I (MI001-18) Sheridan II (MI001-45) State Fair (MI001-26) Warren West (MI001-27) River Bend Towers (MI001-28) - Harriet Tubman (MI001-29) Villages At Parkside II Villages at Parkside IV Woodbridge Family	
3. Yes No: May families be on more than one list simultaneously If yes, how many lists?	
There is no limitation to the number of lists a family may be on.	

	ent management offices s at developments with site-based waiting lists to which they would like to apply
(3) Assignment	
a. How many vacant unit choices a bottom of or are removed from One For elderly applica Two For non-elderly applica Three or More	ants
b. 🖂 Yes 🗌 No: Is this policy c	onsistent across all waiting list types?
c. If answer to b is no, list variation waiting list/s for the PHA:	ns for any other than the primary public housing
(4) Admissions Preferences	
targeting more	an to exceed the federal targeting requirements by than 40% of all new admissions to public housing r below 30% of median area income?
below)	rs take precedence over new admissions? (list ermined by the PHA (e.g., to permit modernization umstances below)
housing (oth	established preferences for admission to public ner than date and time of application)? (If "no" is ip 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 Homelessness High rent burden (rent is > 50 percent of income) Other preferences: (select below) Working families and those unable to work because of age or disability Veterans and veterans' families Residents who live and/or work in the jurisdiction Those enrolled currently in educational, training, or upward mobility programs Households that contribute to meeting income goals (broad range of incomes) Households that contribute to meeting income requirements (targeting) Those previously enrolled in educational, training, or upward mobility programs Victims of reprisals or hate crimes Other preference(s) (list below) **Persons with Disabilities and Elderly Persons.** Persons Displaced by a Federally Declared Disaster occurring after July 1, 2005. DHC will also give preferences to applicants who are enrolled in job training / education programs or persons who are relocated residents of developments demolished through DHC's HOPE VI / RHF grants. This preference only applies to developments where HOPE VI or RHF grants are expended. This preference does not apply to residents who have been permanently located to another residence. 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. 3 Date and Time Former Federal preferences: Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

2	Victims of domestic violence Substandard housing Homelessness High rent burden
Other 2	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)
1 Per 2005. 2 DH educa demo	C will also give preferences to applicants who are enrolled in job training / ation programs or persons who are relocated residents of developments blished through DHC's HOPE VI / RHF grants. This preference only applies velopments where HOPE VI or RHF grants are expended. This preference not apply to residents who have been permanently located to another
4. R€	elationship of preferences to income targeting requirements: The PHA applies preferences within income tiers Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements
(T) 0	
<u>(5) O</u>	<u>ccupancy</u>

	w often must residents notify the PHA of changes in family composition? lect all that apply) At an annual reexamination and lease renewal Any time family composition changes Within 10 days of the change At family request for revision Other (list)
(6) Do	econcentration and Income Mixing
a. 🔀	Yes 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 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 tl ⊠	he 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:
	Jeffries/Woodbridge (MI001-7) – Hi-Rises- West side of the Lodge Freeway Forest Park (MI001-11) Sheridan I (MI001-18) Sheridan II (MI001-45) State Fair (MI001-26) Warren West (MI001-27) River Bend Towers (MI001-28) - Harriet Tubman (MI001-29) Villages At Parkside II Villages at Parkside IV Woodbridge Family Woodbridge Senior Enhanced
	Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments If selected, list targeted developments below: *This will only occur at developments where RHF funds are used
	Employing new admission preferences at targeted developments If selected, list targeted developments below: *This will only occur at developments where RHF funds are used Other (list policies and developments targeted below)

d. Yes 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) 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) 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)
DHC requests federal criminal records if the applicant disputes the accuracy of local criminal record.
 e. Indicate what kinds of information you share with prospective landlords? (select all that apply) Criminal or drug-related activity Other (describe below) Known previous addresses of prospective renters
(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 2211 Orleans, Detroit, MI 48207 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: For documented difficulty in locating rentable Section 8 units

(4) Admissions Preferences

a. Income targeting
Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income? b. Preferences
1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose section 8 assistance programs)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)
Former Federal preferences ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) ☐ Victims of domestic violence ☐ Substandard housing ☐ Homelessness ☐ High rent burden (rent is > 50 percent of income)
Other preferences (select all that apply) Working families and those unable to work because of age or disability Veterans and veterans' families Residents who live and/or work in your jurisdiction Those enrolled currently in educational, training, or upward mobility programs Households that contribute to meeting income goals (broad range of incomes) Households that contribute to meeting income requirements (targeting) Those previously enrolled in educational, training, or upward mobility programs Victims of reprisals or hate crimes
Other preference(s) (list below) Persons with Disabilities and Elderly Persons.

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 1	r 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 p	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)
Person	ns with Disabilities and Elderly Persons.
	ong applicants on the waiting list with equal preference status, how are blicants selected? (select one) Date and time of application Drawing (lottery) or other random choice technique
	ne PHA plans to employ preferences for "residents who live and/or work in the sdiction" (select one) N/A This preference has previously been reviewed and approved by HUD The PHA requests approval for this preference through this PHA Plan
6. Rela	ationship of preferences to income targeting requirements: (select one) The PHA applies preferences within income tiers Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements
(5) S _I	pecial Purpose Section 8 Assistance Programs

elig	which documents or other reference materials are the policies governing ibility, selection, and admissions to any special-purpose section 8 program ninistered by the PHA contained? (select all that apply) The Section 8 Administrative Plan Briefing sessions and written materials Other (list below)	
The R	Request for Proposal details the selection criteria of the Housing Choice	
Vouch	ner Project Base Program	
	ow does the PHA announce the availability of any special-purpose section 8 ograms to the public? Through published notices Other (list below)	
	Other (list below)	
	The selection criteria of Housing Choice Voucher Project Based proposal is established in the Request for Proposal. Also see Attachment J Housing Choice Voucher Project Base Plan.	
	4. PHA Rent Determination Policies [24 CFR Part 903.7 9 (d)]	
A. Pı	ublic Housing	
	ions: PHAs that do not administer public housing are not required to complete sub-component	
(1) In	come 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	-	
	The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)	
b. Minimum Rent		

1. What amount best reflects the PHA's minimum rent? (select one) \$0 \$1-\$25 \$26-\$50
2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?
Effective July 1, 2005, the DHC has established \$50.00 as minimum rent. DHC has not adopted any discretionary minimum rent hardship exemptions. The DHC will follow the hardship exemptions as prescribed in CFR 24 5.630.
c. Rents set at less than 30% than adjusted income
1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:
 d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) N/A For the earned income of a previously unemployed household member For increases in earned income Fixed amount (other than general rent-setting policy) If yes, state amount/s and circumstances below:
Fixed percentage (other than general rent-setting policy) If yes, state percentage/s and circumstances below:
 □ For household heads □ For other family members □ For transportation expenses □ For the non-reimbursed medical expenses of non-disabled or non-elderly families □ Other (describe below)
e. Ceiling rents
1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

	Yes for all developments Yes but only for some developments No
2. Fo	r which kinds of developments are ceiling rents in place? (select all that apply)
	For all developments For all general occupancy developments (not elderly or disabled or elderly only) For specified general occupancy developments For certain parts of developments; e.g., the high-rise portion For certain size units; e.g., larger bedroom sizes Other (list below)
	lect the space or spaces that best describe how you arrive at ceiling rents (select that apply)
	Market comparability study Fair market rents (FMR) 95 th 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. Ren	t re-determinations:
or	ween income reexaminations, how often must tenants report changes in income family composition to the PHA such that the changes result in an adjustment to at? (select all that apply) Never At family option Any time the family experiences an income increase Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)
	Other (list below) These changes must be reported within 10 days of their occurrence. No increase in rent will become effective until the next regular re-exam date. Decreases in rent are effective on the first of the month after the change is
	reported.

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?
 (2) Flat Rents 1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.) \(\sum_{\text{op}}\) The section 8 rent reasonableness study of comparable housing \(\sum_{\text{op}}\) 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 below100% of FMR 100% of FMR Above 100% but at or below 110% of FMR Above 110% of FMR (if HUD approved; describe circumstances below)
 b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply) FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area The PHA has chosen to serve additional families by lowering the payment standard Reflects market or submarket Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply) FMRs are not adequate to ensure success among assisted families in the PHA's
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)
Guier (list below)
d. Harris (transport and advantage described and for all and a 2 (all at any)
d. How often are payment standards reevaluated for adequacy? (select one)Annually
Other (list below)
e. What factors will the PHA consider in its assessment of the adequacy of its
payment standard? (select all that apply) Success rates of assisted families
Rent burdens of assisted families
Other (list below)
(0) M
(2) Minimum Rent
a. What amount best reflects the PHA's minimum rent? (select one)
□ \$1-\$25 □ \$26-\$50
b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)
Effective July 1, 2005, the DHC has established \$50.00 as minimum rent. DHC has not
adopted any discretionary minimum rent hardship exemptions. The DHC will follow the
hardship exemptions as prescribed in CFR 24 5.630
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)
\boxtimes	An organization chart showing the PHA's management structure and
	organization is attached. Attachment E
	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	Expected
	Served at Year	Turnover
	Beginning	
Public Housing	2,870	269
Section 8 Vouchers	4,489	479
Section 8 Certificates	0	0
Section 8 Mod Rehab	305	0
Section 8 New	408	0
Construction		
Special Purpose Section	0	0
8 Certificates/Vouchers		
(list individually)		
Public Housing Drug		
Elimination Program		
(PHDEP)		
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.

GENERAL MANAGEMENT POLICIES AND PROCEDURES

Information Technology Guidelines

Help Desk Procedures

Equipment Selection Procedures

Inventory Disposal Guidelines

Information Technology Security Guideline

Equal Housing Opportunity Policy

Minority & Women Business Enterprise Plan

Press and Media Guidelines

Open Meeting Act Procedures

Resident Participation Management Procedures

Economic Development/Self-Sufficiency

Resident Representation Resolution

Resident Scholarship Policy

Risk Control Guidelines

Solicitation Procedures

Tracking and Reporting of Crime Guidelines

Travel Policy

Freedom of Information Act

Blood-Borne Pathogens Procedures Medical Emergency Procedures

Vehicle Use Guidelines

Weapons Policy

Harrassment Policy

Conflict of Interest Policy

Parking Permit Procedures / Policy

Resident Screening Policy

Lease Enforcement Procedure

Davis Beacon Wage Requirement Compliance Guidelines

PHYSICAL/PROPERTY MANAGEMENT POLICIES

Requirements under Section 504 of the Rehabilitation Act of 1973 (29

U.S.C. 794)

Deceased Tenant Policy

Evaluation and reduction of lead-based paint hazards and have

available proper certifications of such CFR part 35

Facilities Use Policy

Grievance Procedures

Pest Control Policy Policies for the prevention or eradication of pest infestation (including cockroach infestation)

Rent Collection Policy

Utility Allowances and Surcharges

Maintenance/Excess Charges Policy

Family choice Rents

Third Party Verifications

Janitorial Services for the Administration Offices and DHC Multi-

Family & Senior Communities

Daily Property Inspections

Levels of Hierarchy Verifications & Use of Verification Monitoring

Form

Resident File Document Order

Exigent Health and Safety Deficiencies

Inspection Procedures

Work Order Procedures

Unit Pre-Procedure

Accounting Procedures

Policy and SOP for preparation of HUD LOCCS for requisitions /

vouchers and the disbursement of all federal grant funds

Accounts payable and check disbursement procedures

Capitalization Policy

Check Signing Authorization Policy

Cost Allocation Plan

Investment Policy

Procedure for receipting and processing tenant payments for all charges

billed monthly

PROCUREMENT

Disposition Policy - Title 24—Housing and Urban Development

Essential / Small Purchasing Procedures

Procurement and Authority / Administration Policy

Inventory Control Policy

Procurement Policy

Tax Credit Guidelines and Handbook

PERSONNEL POLICIES

Personnel Manual, Policy and Amendments

Administrative Procedures

Affirmative Action Plan

Family Medical Leave Notice (FMLA) Rules of Conduct

Drug-Free Work Place Policy

Safety Policy

ADMISSIONS POLICIES

Public Housing Admission and Continued Occupancy Policy Dwelling

Lease Agreement

Grievance Procedures

Public Housing Income Guidelines Section 5(h) Homeownership Plan

Screening Policy

Transfer Policy

Pet Policy

One Strike Policy

HOPE VI

Administration for Grants Guidelines

HOPE VI Budget Guidance

Cost Guidelines

Cost Control and Safe Harbor Standards for Rental Mixed – Finance

Development Guidelines

Environmental Review Guidelines

Relocation Authority Procedures

Assisted Housing

SEMAP Procedure

Partial Procedure of rent increase

Section 8 Portability Procedure

Vacancy Loss Claim Procedure

SOP for Quality Control of the Annual Recertification Process for the

HCV Program.

Tenant File arrangement Procedure

Moving Packet Procedure

SOP for Exclusion/Abatements Procedure

Mod Rehab SOP's Procedure

Annual and Interim Recertification's Procedure

Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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:
 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 1301 East Jefferson, Detroit, MI 48207 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: 1301 East Jefferson, Detroit, MI 48207 Other (list below)

Exemptions from component 6: High performing PHAs are not required to complete component 6.

Section 8-Only PHAs are exempt from sub-component 6A.

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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) Attachment B
-or-	
	The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)
(2) O ₁	ptional 5-Year Action Plan
Agencie can be o	es are encouraged to include a 5-Year Action Plan covering capital work items. This statement completed by using the 5 Year Action Plan table provided in the table library at the end of the an template OR by completing and attaching a properly updated HUD-52834.
a. 🔀	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 y	res to question a, select one: The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment contained in Attachment ${f F}$
	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)
	OPE VI and Public Housing Development and Replacement ities (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 ☐ 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)
 Development name: Parkside- Villages at Parkside II and VI Development (project) number: MI001-14, MI001-051, MI001-63, MI001-064, MI001-065 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
• Housing Choice Voucher Project Based Program may be utilized on vacant property, should DHC identify qualified and interested developer(s). See Attachment J Housing Choice Voucher Project Base Plan.
In addition, in 2000 the Inspector General's Office identified 1,810 deficiencies at Parkside Villages II and IV. To date 1,658 of the citations have been corrected. The remaining 152 citations will be corrected during fiscal year 2006-2007. The citations will be corrected with non federal funds. DHC anticipates that all OIG will be cleared by November of 2006.
 ✓ Yes ☐ 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)
 Development name: Jeffries (Only the West Side of Lodge Freeway) Development (project) number: MI001-07 Status of grant: (select the statement that best describes the current status)

on dev	Revitalization Plan under development Revitalization Plan submitted, pending approval Revitalization Plan approved Activities pursuant to an approved Revitalization Plan underway using Choice Voucher Project Based Program may be utilized vacant property, should DHC identify qualified and interested reloper(s). See Attachment J Housing Choice Voucher Project se Plan.
∑ Yes ☐ 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)
2. I 3. S	Development name: Herman Gardens Development (project) number: MI001-04 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 ⊠ 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 ☐ 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:
	Jeffries - MI00107 Parkside - MI28P001014 Herman Gardens - MI28P001004
	Replacement Housing Factor Plan: Marwood Apartments, four-story elevator building, 53 units total, 11 PHA units: 6-One bdrm, 3-two bdrms, 2-three bdrms Westwill Apartments, four-story elevator building, 60 units total, 15 PHA units: 7-one bdrm, 8-two bdrms

Chesterfield Apartments, four-story walk up, 24 total units, 8 PHA units, all one bedroom **Charles H. Butler Apartments**, 32 row houses, 32 total units, 12 PHA units all one bedroom **Princeton Estates**, 8 apartments, 12 townhouse, 11 single family 16 townhouse apartments, 47 total units, 16 PHA units: 8-two bdrm row homes, 6-three bdrm row homes and 2-two bdrm walk up Yes 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. \times Yes \cap 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 X 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 Jeffries (Only West Side of Lodge Freeway)** 1a. Development name:

1b. Development (project) number: MI001-07
2. Activity type: Demolition X
Disposition
DHC plans to demolish the administration building (non-dwelling structure) that sets at
the corner of MLK Boulevard and JC Lodge Service Drive.
3. Application status (select one)
Approved 🖂
Submitted, pending approval
Planned application
4. Date application approved , submitted, or planned for submission: 07/01/04
5. Number of units affected:
6. Coverage of action (select one)
X Part of the development
Total development
*This is for the demolition of the administration building at Jeffries.
7. Timeline for activity:
a. Actual or projected start date of activity: 3/01/05
b. Projected end date of activity: 05/01/06
To This /To the Aut to To the
Demolition/Disposition Activity Description
1a. Development name: Jeffries (Only West Side of Lodge Freeway)
1b. Development (project) number: MI001-07
1. Activity type: Demolition
Disposition X
3. Application status (select one)
Approved Submitted nanding approved
Submitted, pending approval Planned application
Planned application Disposition is deemed complete when a financial closing transpires which affects the
Disposition is deemed complete when a financial closing transpires which affects the land being disposed.
4. Date application approved , submitted, or planned for submission: 04/29/03
5. Number of units affected: (0) There are no units affected by the disposition
process during this period.
6. Coverage of action (select one)
X Part of the development
Total development
7. Timeline for activity:
a. Actual or projected start date of activity: 04/01/02
b. Projected end date of activity: 11/30/05
The next phase of development closing (3,4,5) will mark the completion of
disposition activity.
Demolition/Disposition Activity Description

1a. Development name: Herman Gardens
1b. Development (project) number: MI001-04
2. Activity type: Demolition Disposition
Disposition 2. Application status (calcut app)
3. Application status (select one)
Approved Submitted pending approval
Submitted, pending approval Planned application .
4. Date application approved, submitted, or planned for submission : 11/04/05
5. Number of units affected:
6. Coverage of action (select one)
Part of the development
Total development
7. Timeline for activity:
a. Actual or projected start date of activity: 03/01/05
b. Projected end date of activity: 02/28/06
Demolition/Disposition Activity Description
1a. Development name: Herman Gardens
1b. Development (project) number: MI001-04
2. Activity type: Demolition 🖂
Disposition
DHC plans to demolish existing roads, infrastructure, and any additional sub-surfaces
structures that remain on the vacant site. All dwelling and non-dwelling unit structures
have been demolished previously.
3. Application stat <u>us</u> (select one)
Approved 🖂
Submitted, pending approval
Planned application
4. Date application approved , submitted, or planned for submission: 8/1/97; 3/24/98;
9/2/98
5. Number of units affected: (0) No units are affected by proposed additional demolition.
6. Coverage of action (select one)
Part of the development
Total development
7. Timeline for activity: The timeline references additional activity that needs to take
place prior to new development. a. Actual or projected start date of activity: 04/01/05
 a. Actual or projected start date of activity: 04/01/05 b. Projected end date of activity: 06/30/06
D. 110 Jecteu enu date of activity. 00/30/00
Domolition/Dignosition Activity Description
Demolition/Disposition Activity Description 1a. Development name: Lee Plaza
1a. Development name: Lee Plaza

1b. Development (project) number: MI001-32
2. Activity type: Demolition
Disposition X
3. Application status (select one)
Approved 🖂
Submitted, pending approval
Planned application
4. Date application approved , submitted, or planned for submission: 05/21/96
5. Number of units affected: 214
6. Coverage of action (select one)
Part of the development
7. Timeline for activity:
a. Actual or projected start date of activity: 06/1/05
b. Projected end date of activity: 06/01/06
Demolition/Disposition Activity Description
1a. Development name: Temple Towers
1b. Development (project) number: MI001-031
2. Activity type: Demolition
Disposition
3. Application status (select one)
Approved X
Submitted, pending approval
Planned application 🔀
4. Date application approved , submitted, or planned for submission: 09/29/1995
5. Number of units affected: 64
6. Coverage of action (select one)
☐ Part of the development
☐ Total development
7. Timeline for activity:
a. Actual or projected start date of activity: 11/01/05
b. Projected end date of activity: 06/30/06
Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-21
1 4 4 /

2. Activity type: Demolition 🖂
Disposition
3. Application status (select one)
Approved
Submitted, pending approval
Planned application X
4. Date application approved, submitted, or planned for submission : 01/30/06
5. Number of units affected: 1 (17558 Westmoreland)
6. Coverage of action (select one)
X Part of the development
Total development
7. Timeline for activity:
a. Actual or projected start date of activity: 5/1/06
b. Projected end date of activity: 6/30/06
Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-37
2. Activity type: Demolition
Disposition
3. Application status (select one)
Approved
Submitted, pending approval
Planned application
4. Date application approved, submitted, or planned for submission : 01/30/06
5. Number of units affected: 1 (14003 Appoline)
6. Coverage of action (select one)
Part of the development
Total development
7. Timeline for activity:
a. Actual or projected start date of activity: 5/1/06
b. Projected end date of activity: 6/30/06
Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-19

Disposition 3. Application status (select one) Approved Submitted, pending approval Planned application 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (20418 Birwood) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 b. Projected end date of activity: 6/30/06 Demolition/Disposition Activity Description 1a. Development name: Scattered Site 1b. Development (project) number: MI001-21 2. Activity type: Demolition Disposition 3. Application status (select one) Approved Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 b. Projected end date of activity: 6/30/06	2. Activity type: Demolition 🖂
Approved	=
Approved	3. Application status (select one)
Planned application 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (20418 Birwood) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 b. Projected end date of activity: 6/30/06 Demolition/Disposition Activity Description 1a. Development name: Scattered Site 1b. Development (project) number: M1001-21 2. Activity type: Demolition Disposition 3. Application status (select one) Approved Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	- · · · · · · · · · · · · · · · · · · ·
4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (20418 Birwood) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 b. Projected end date of activity: 6/30/06 Demolition/Disposition Activity Description 1a. Development name: Scattered Site 1b. Development (project) number: MI001-21 2. Activity type: Demolition Disposition 3. Application status (select one) Approved Demolited, pending approval Delanned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	Submitted, pending approval
5. Number of units affected: 1 (20418 Birwood) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity:	Planned application
6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 b. Projected end date of activity: 6/30/06 Demolition/Disposition Activity Description 1a. Development name: Scattered Site 1b. Development (project) number: MI001-21 2. Activity type: Demolition Disposition 3. Application status (select one) Approved Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	4. Date application approved, submitted, or planned for submission : 01/30/06
X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 b. Projected end date of activity: 6/30/06 Demolition/Disposition Activity Description 1a. Development name: Scattered Site 1b. Development (project) number: MI001-21 2. Activity type: Demolition Disposition 3. Application status (select one) Approved Disposition Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	5. Number of units affected: 1 (20418 Birwood)
Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 b. Projected end date of activity: 6/30/06 Demolition/Disposition Activity Description 1a. Development name: Scattered Site 1b. Development (project) number: MI001-21 2. Activity type: Demolition ☑ Disposition 3. Application status (select one) Approved □ Submitted, pending approval □ Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development □ Total development □ Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	6. Coverage of action (select one)
7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 b. Projected end date of activity: 6/30/06 Demolition/Disposition Activity Description 1a. Development name: Scattered Site 1b. Development (project) number: MI001-21 2. Activity type: Demolition Disposition 3. Application status (select one) Approved Disposition 3. Application status (select one) Approved Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X. Part of the development Total development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	X Part of the development
a. Actual or projected start date of activity: 5/1/06 b. Projected end date of activity: 6/30/06 Demolition/Disposition Activity Description 1a. Development name: Scattered Site 1b. Development (project) number: MI001-21 2. Activity type: Demolition Disposition 3. Application status (select one) Approved Disposition 3. Application status (select one) Approved Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X. Part of the development Total development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	☐ Total development
b. Projected end date of activity: 6/30/06 Demolition/Disposition Activity Description 1a. Development name: Scattered Site 1b. Development (project) number: MI001-21 2. Activity type: Demolition Disposition 3. Application status (select one) Approved Disposition Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	
Demolition/Disposition Activity Description 1a. Development name: Scattered Site 1b. Development (project) number: MI001-21 2. Activity type: Demolition ☑ Disposition 3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development ☐ Total development ☐ Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	a. Actual or projected start date of activity: 5/1/06
1a. Development name: Scattered Site 1b. Development (project) number: MI001-21 2. Activity type: Demolition ☑ Disposition 3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development ☐ Total development ☐ Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	b. Projected end date of activity: 6/30/06
1b. Development (project) number: MI001-21 2. Activity type: Demolition	Demolition/Disposition Activity Description
2. Activity type: Demolition Disposition 3. Application status (select one) Approved Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	1a. Development name: Scattered Site
Disposition 3. Application status (select one) Approved Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	1b. Development (project) number: MI001-21
3. Application status (select one) Approved Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	2. Activity type: Demolition 🖂
Approved Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	Disposition
Submitted, pending approval Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	3. Application status (select one)
Planned application X 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	
 4. Date application approved, submitted, or planned for submission: 01/30/06 5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 	
5. Number of units affected: 1 (9344 Littlefield) 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	
 6. Coverage of action (select one) X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 	
 X Part of the development Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06 	5. Number of units affected: 1 (9344 Littlefield)
Total development 7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	
7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06	
a. Actual or projected start date of activity: 5/1/06	Total development
1 0	
b. Projected end date of activity: 6/30/06	7. Timeline for activity:
	7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06

Demolition/Disposition Activity De	escription
1a. Development name: Scattered	Site
1b. Development (project) number:	MI001-21

2. Activity type: Demolition 🖂
Disposition
3. Application status (select one)
Approved
Submitted, pending approval
Planned application X
4. Date application approved, submitted, or planned for submission : 01/30/06
5. Number of units affected: 1 (8212 Marlowe)
6. Coverage of action (select one)
X Part of the development
Total development
7. Timeline for activity:
a. Actual or projected start date of activity: 5/1/06
b. Projected end date of activity: 6/30/06
Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-37
2. Activity type: Demolition
Disposition X
3. Application status (select one)
Approved
Submitted, pending approval
Planned application X
4. Date application approved, submitted, or planned for submission : 01/30/06
5. Number of units affected: 1 (394 Lakewood)
6. Coverage of action (select one)
X Part of the development
Total development 7. Timeling for activity:
7. Timeline for activity: a. Actual or projected start date of activity: 5/1/06
 a. Actual or projected start date of activity: 5/1/06 b. Projected end date of activity: 6/30/06
b. Projected end date of activity.
Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1h Dovelopment (project) number: MI001-37

2. Activity type: Demolition 🖂
Disposition \overline{X}
3. Application status (select one)
Approved
Submitted, pending approval
Planned application X
4. Date application approved, submitted, or planned for submission: 01/30/06
5. Number of units affected: 1 (7137 Varjo)
6. Coverage of action (select one)
X Part of the development
Total development
7. Timeline for activity:
a. Actual or projected start date of activity: 5/1/06
b. Projected end date of activity: 6/30/06
Daniellatian /Diana atalan Astinita Danielatian
Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-21
2. Activity type: Demolition Disposition
Disposition 🖂
3. Application status (select one)
Approved
Submitted, pending approval
Planned application
4. Date application approved, submitted, or planned for submission : 12/22/05
5. Number of units affected: 1 (13645 Glenwood)
6. Coverage of action (select one)
Part of the development
Total development
7. Timeline for activity: The timeline references additional activity that needs to take
place prior to new development.
a. Actual or projected start date of activity: 05/01/06
b. Projected end date of activity: 06/30/06
Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-21
2. Activity type: Demolition 🖂

Disposition 🖂
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission : 12/22/05
5. Number of units affected: 1 (18227 Washburn)
6. Coverage of action (select one)
Part of the development
Total developmentTimeline for activity: The timeline references additional activity that needs to take
place prior to new development.
a. Actual or projected start date of activity: 05/01/06
b. Projected end date of activity: 06/30/06
Demolition/Disposition Activity Description
1a. Development name: Scattered Site 1b. Development (project) number: MI001-21
2. Activity type: Demolition ⊠
Disposition \
3. Application status (select one)
Approved
Submitted, pending approval
Planned application 🖂
4. Date application approved, submitted, or planned for submission : 12/22/05
5. Number of units affected: 1 (9217 Devonshire)
6. Coverage of action (select one)
Part of the development
Total development
7. Timeline for activity: The timeline references additional activity that needs to take
place prior to new development.
a. Actual or projected start date of activity: 05/01/06
b. Projected end date of activity: 06/30/06
The line and the state of the s
Demolition/Disposition Activity Description
1a. Development name: Scattered Site

Disposition 🖂
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission : 12/22/05
5. Number of units affected: 1 (13934 Mansfield)
6. Coverage of action (select one)
Part of the development
Total developmentTimeline for activity: The timeline references additional activity that needs to take
place prior to new development.
a. Actual or projected start date of activity: 05/01/06
b. Projected end date of activity: 06/30/06
Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-20 2. Activity type: Demolition ⊠
Disposition \
3. Application status (select one)
Approved
Submitted, pending approval
Planned application 🖂
4. Date application approved, submitted, or planned for submission : 12/22/05
5. Number of units affected: 1 (9988 Asbury Park)
6. Coverage of action (select one)
Part of the development
Total development 7. Timeline for activity. The timeline references additional activity, that needs to take
7. Timeline for activity: The timeline references additional activity that needs to take place prior to new development.
a. Actual or projected start date of activity: 05/01/06
b. Projected end date of activity: 06/30/06
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Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-21
2. Activity type: Demolition
Disposition 🖂

3. Application status (select one)
Approved
Submitted, pending approval
Planned application
4. Date application approved, submitted, or planned for submission : 12/22/05
5. Number of units affected: 1 (9116 Appoline)
6. Coverage of action (select one)
□ Part of the development
Total development
7. Timeline for activity: The timeline references additional activity that needs to take
place prior to new development.
a. Actual or projected start date of activity: 05/01/06
b. Projected end date of activity: 06/30/06
To 10.0 /To 0.0 A 10 0. To
Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-21
2. Activity type: Demolition
Disposition 🖂
3. Application status (select one)
Approved
Submitted, pending approval
Planned application
1 fulfiled application [2]
4. Date application approved, submitted, or planned for submission : 12/22/05
5. Number of units affected: 1 (18532 McKay)
6. Coverage of action (select one)
Part of the development
Total development
7. Timeline for activity: The timeline references additional activity that needs to take
place prior to new development.
a. Actual or projected start date of activity: 05/01/06
b. Projected end date of activity: 06/30/06
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Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-21
2. Activity type: Demolition \boxtimes
Disposition \(\sum \)

3. Application status (select one)
Approved
Submitted, pending approval
Planned application 🔀
4. Date application approved, submitted, or planned for submission : 12/22/05
5. Number of units affected: 1 (18410 Coyle)
6. Coverage of action (select one)
Part of the development
Total development
7. Timeline for activity: The timeline references additional activity that needs to take
place prior to new development.
a. Actual or projected start date of activity: 05/01/06
b. Projected end date of activity: 06/30/06
Demolition/Disposition Activity Description
1a. Development name: Scattered Site 1b. Development (project) number: MI001-21
2. Activity type: Demolition ⊠
Disposition \(\sum \)
Disposition
3. Application status (select one)
Approved
Submitted, pending approval
Planned application 🗵
4. Date application approved, submitted, or planned for submission : 12/22/05
5. Number of units affected: 1 (18499 Ardmore)
6. Coverage of action (select one)
Part of the development
Total development
7. Timeline for activity: The timeline references additional activity that needs to take
place prior to new development.
a. Actual or projected start date of activity: 05/01/06
b. Projected end date of activity: 06/30/06
Demolition/Disposition Activity Description
1a. Development name: Scattered Site
1b. Development (project) number: MI001-21
2. Activity type: Demolition 🖂
Disposition 🖂

3. Application status	(select one)
Approved	
	ending approval 🗌
Planned appl	ication 🔀
	pproved, submitted, or planned for submission : 12/22/05
5. Number of units a	,
6. Coverage of action	
Part of the deve	
Total developm	
	ivity: The timeline references additional activity that needs to take
place prior to new de	•
	projected start date of activity: 05/01/06
b. Projected e	end date of activity: 06/30/06
0.75.4	
_	f Public Housing for Occupancy by Elderly Families
or Families w	ith Disabilities or Elderly Families and Families with
Disabilities	
[24 CFR Part 903.7 9 (i)	
Exemptions from Compo	onent 9; Section 8 only PHAs are not required to complete this section.
1. ⊠ Yes □ 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 nar	
2. 20. cropment name.	

1b. Development (project) number: MI001-07-
2. Designation type:
Occupancy by only the elderly X
Occupancy by families with disabilities
Occupancy by only elderly families and families with disabilities
3. Application status (select one)
Approved; included in the PHA's Designation Plan \square
Submitted, pending approval
Planned application
4. Date this designation approved , submitted, or planned for submission: 02/18/2005
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: 346
7. Coverage of action (select one)
X Part of the development
Total development
Designation of Public Housing Activity Description
1a. Development name: Forest Park
1b. Development (project) number: MI001-11
2. Designation type:
Occupancy by only the elderly X
Occupancy by families with disabilities
Occupancy by only elderly families and families with disabilities
3. Application status (select one)
Approved; included in the PHA's Designation Plan
Submitted, pending approval
Planned application
4. Date this designation approved , submitted, or planned for submission: 02/18/2005
5. If approved, will this designation constitute a (select one)
New Designation Plan Revision of a previously approved Designation Plan?
Revision of a previously-approved Designation Plan? 6. Number of units affected: 97
7. Coverage of action (select one) Part of the development
X Total development
A Total development
Designation of Public Housing Activity Description
Designation of Public Housing Activity Description 1a. Development name: Sheridan I
1b. Development (project) number: MI001-18
2. Designation type:
Occupancy by only the elderly X
Occupancy by families with disabilities
Cocupancy by funnites with disabilities

Occupancy by only elderly families and families with disabilities	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	
Submitted, pending approval	
Planned application 🗍	
4. Date this designation approved , submitted, or planned for submission: 02/18/2005	
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: 209	
7. Coverage of action (select one)	
Part of the development	
X Total development	
Designation of Public Housing Activity Description	
1a. Development name: State Fair	
1b. Development (project) number: MI001-26	
2. Designation type:	
Occupancy by only the elderly X	
Occupancy by families with disabilities	
Occupancy by only elderly families and families with disabilities	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	
Submitted, pending approval	
Planned application	
4. Date this designation approved , submitted, or planned for submission: 02/18/2005	
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: 200	
7. Coverage of action (select one)	
Part of the development	
X Total development	
Designation of Public Housing Activity Description	
1a. Development name: Warren West	
1b. Development (project) number: MI001-27	
2. Designation type:	
Occupancy by only the elderly X	
Occupancy by families with disabilities	
Occupancy by only elderly families and families with disabilities	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	

Submitted, pending approval		
Planned application A Date this designation approved submitted or planned for submission: 02/18/2005		
 4. Date this designation approved, submitted, or planned for submission: 02/18/2005 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: 143		
7. Coverage of action (select one)		
Part of the development		
X Total development		
Designation of Public Housing Activity Description		
1a. Development name: Riverbend (formerly Conner Waveney)		
1b. Development (project) number: MI001-28		
2. Designation type:		
Occupancy by only the elderly X		
Occupancy by families with disabilities		
Occupancy by only elderly families and families with disabilities		
3. Application status (select one)		
Approved; included in the PHA's Designation Plan \square		
Submitted, pending approval		
Planned application		
4. Date this designation approved , submitted, or planned for submission: 02/18/2005		
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: 95		
7. Coverage of action (select one)		
Part of the development		
X Total development		
Designation of Public Housing Activity Description		
1a. Development name: Harriet Tubman		
1b. Development (project) number: MI001-29		
2. Designation type:		
Occupancy by only the elderly X		
Occupancy by families with disabilities		
Occupancy by only elderly families and families with disabilities		
3. Application status (select one)		
Approved; included in the PHA's Designation Plan		
Submitted panding approval		
Submitted, pending approval		

Planned application		
4. Date this designation approved , submitted, or planned for submission: 02/18/2005		
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: 200		
7. Coverage of action (select one)		
Part of the development		
X Total development		
Designation of Public Housing Activity Description		
1a. Development name: Sheridan II		
1b. Development (project) number: MI001-45		
2. Designation type:		
Occupancy by only the elderly X		
Occupancy by families with disabilities		
Occupancy by only elderly families and families with disabilities		
3. Application status (select one)		
Approved; included in the PHA's Designation Plan 🖂		
Submitted, pending approval		
Planned application		
4. Date this designation approved , submitted, or planned for submission: 02/18/2005		
1. Bute this designation approved, submitted, or planned for submission. 02 10 200		
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: 200		
7. Coverage of action (select one)		
Part of the development		
X 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 ⊠ 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	on N/A	
☐ 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.	
Conv	version of Public Housing Activity Description	
1a. Development nam	e:	
1b. Development (pro		
	of the required assessment?	
 Assessment underway Assessment results submitted to HUD Assessment results approved by HUD (if marked, proceed to next question) 		
Uther (exp	plain below)	
3. Yes No: Is block 5.)	s a Conversion Plan required? (If yes, go to block 4; if no, go to	
4. Status of Conversi	on Plan (select the statement that best describes the current	
status)		
	on Plan in development	
	on Plan submitted to HUD on: (DD/MM/YYYY)	
	on Plan approved by HUD on: (DD/MM/YYYY)	
Activities	pursuant to HUD-approved Conversion Plan underway	
5. Description of how than conversion (selec	v requirements of Section 202 are being satisfied by means other ct one)	
Units addressed in a pending or approved demolition application (date submitted or approved:		
☐ Units addressed in a pending or approved HOPE VI demolition application		
☐ Units addı	(date submitted or approved:) ressed in a pending or approved HOPE VI Revitalization Plan	
	(date submitted or approved:)	
Requirements no longer applicable: vacancy rates are less than 10 percent		
	ents no longer applicable: site now has less than 300 units	

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937		
C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937		
11. Homeowner [24 CFR Part 903.7 9 (k	ship Programs Administered by the PHA	
A. Public Housing Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.		
1. 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 Descript	ion	
⊠ 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: Scattered Site Project 19 - 8 Mile/Wyoming 1b. Development (project) number: MI001-19		
2. Federal Program authority: HOPE I 5(h)		

☐ Turnkey III
Section 32 of the USHA of 1937 (effective 10/1/99
3. Application status: (select one)
Approved; included in the PHA's Homeownership Plan/Program
Submitted, pending approval
Planned application
4. Date Homeownership Plan/Program approved, submitted, or <u>planned for submission</u> : 5(h) Plan 01/22/97; Revised 5(h) Plan 4/3/00; Section 32 is planned for submission
on 02/28/06
5. Number of units affected: 21
6. Coverage of action: (select one)
Part of the development
Total development
Public Housing Homeownership Activity Description
(Complete one for each development affected)
1a. Development name: Scattered Site Project 20
1b. Development (project) number: MI001-20
2. Federal Program authority: HOPE I
HOPE 1 5(h)
Turnkey III
Section 32 of the USHA of 1937 (effective 10/1/99
3. Application status: (select one)
Approved; included in the PHA's Homeownership Plan/Program
Submitted, pending approval
Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission :
5(h) Plan 01/22/97; Revised 5(h) Plan 4/3/00; Section 32 is planned for submission
on 02/28/06
5. Number of units affected: 41
6. Coverage of action: (select one)
Part of the development
∑ Total development
Dublic Housing Homogymorchin Activity Description
Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Scattered Site Project 21
1b. Development (project) number: MI001-21
2. Federal Program authority:
HOPE I
$\overline{\boxtimes}$ 5(h)
Turnkey III
Section 32 of the USHA of 1937 (effective 10/1/99
3. Application status: (select one)

Approved; included in the PHA's Homeownership Plan/Program	
Submitted, pending approval	
Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission :	
5(h) Plan 01/22/97; Revised 5(h) Plan 4/3/00; Section 32 is planned for submission	
on 02/28/06	
2. Number of units affected: 191	
6. Coverage of action: (select one)	
Part of the development	
Total development	
Public Housing Homeownership Activity Description	
(Complete one for each development affected)	
1a. Development name: Scattered Site Project 37	
1b. Development (project) number: MI001-37	
2. Federal Program authority:	
HOPE I	
∑ 5(h)	
Turnkey III	
Section 32 of the USHA of 1937 (effective 10/1/99.	
3. Application status: (select one)	
Approved; included in the PHA's Homeownership Plan/Program	
Submitted, pending approval	
Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission :	
5(h) Plan 01/22/97; Revised 5(h) Plan 4/3/00; Section 32 is planned for submission	
on 02/28/06	
5. Number of units affected: 76	
6. Coverage of action: (select one)	
Part of the development	
∑ Total development	
Public Housing Homeownership Activity Description	
(Complete one for each development affected)	
1a. Development name: Scattered Site Project 38	
1b. Development (project) number: MI001-38	
2. Federal Program authority:	
HOPE I	
∑ 5(h)	
Turnkey III	
Section 32 of the USHA of 1937 (effective 10/1/99	
3. Application status: (select one)	
Approved; included in the PHA's Homeownership Plan/Program	

Submitted, pending approval
☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission :
5(h) Plan 01/22/97; Revised 5(h) Plan 4/3/00; Section 32 is planned for submission
on 02/28/06
5. Number of units affected: 72
6. Coverage of action: (select one)
Part of the development
∑ Total development
Public Housing Homeownership Activity Description
(Complete one for each development affected)
1a. Development name: The Villages of Parkside
1b. Development (project) number:
2. Federal Program authority:
☐ HÖPE I
\boxtimes 5(h)
☐ Turnkey III
Section 32 of the USHA of 1937 (effective 10/1/99)
Section 24/9 (QHWRA 1998)
3. Application status: (select one)
Approved; included in the PHA's Homeownership Plan/Program
Submitted, pending approval
Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission :
5(h) Plan 01/22/97; Revised 5(h) Plan 4/3/00; Section 32 is planned for submission
on 02/28/06 & New Construction activities to be included the plan for Villages of
Parkside Control Contr
6. Number of units affected: 20
6. Coverage of action: (select one)
Part of the development
Total development
Public Housing Hamasumorship Activity Description
Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Scattered Sites - Charles Terrace Homes
1b. Development (project) number:
2. Federal Program authority:
HOPE I
5(h)
Turnkey III
Section 32 of the USHA of 1937 (effective 10/1/99)
\triangle Section 32 of the OSTA of 1937 (effective 10/1/99)

Section 24/9 (QHWRA 1998)		
3. Application status: (select one)		
Approved; included in the PHA's Homeownership Plan/Program		
Submitted, pending approval		
Planned application		
4. Date Homeownership Plan/Program approved, submitted, or planned for submission		
5(h) Plan 01/22/97; Revised 5(h) Plan 4/3/00; Section 32 is planned for submission		
on 02/28/06 & New Construction activities to be included in the plan for Charles		
Terrace Homes.		
6. Number of units affected: 50		
6. Coverage of action: (select one)		
Part of the development		
☐ Total development		
Public Housing Homeownership Activity Description		
(Complete one for each development affected)		
1a. Development name: Temple Towers Condominiums		
1b. Development (project) number:		
2. Federal Program authority:		
HOPE I		
Turnkey III		
Section 32 of the USHA of 1937 (effective 10/1/99)		
Section 24/9 (QHWRA 1998)		
3. Application status: (select one)		
Approved; included in the PHA's Homeownership Plan/Program		
Submitted, pending approval		
Planned application		
1. Date Homeownership Plan/Program approved, submitted, or planned for submission		
5(h) Plan 01/22/97; Revised 5(h) Plan 4/3/00; Section 32 is planned for submission of 22/28/06& New Construction activities to be included in the plan for Temple Towers		
3. Number of units affected: 4		
6. Coverage of action: (select one) ☐ Part of the development		
Total development		
B. Section 8 Tenant Based Assistance		
AT COULD A CARMAN AMBUM AMBANTMANUU		
1. X 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.)

	1 ,	
2.	2. Program Description:	
		nit the number of families participating in the wnership option?
	If the answer to the question abnumber of participants? (select 25 or fewer participants 26 - 50 participants 51 to 100 participants more than 100 participants	
b.		am have eligibility criteria for participation in ownership Option program in addition to HUD elow:
[24	12. PHA Community Service ar [24 CFR Part 903.7 9 (l)] Exemptions from Component 12: High perfor	ad Self-sufficiency Programs ming and small PHAs are not required to complete this
	component. Section 8-Only PHAs are not requ	
A.	A. PHA Coordination with the Welf	are (TANF) Agency
	TANF Agency, to s	red into a cooperative agreement with the hare information and/or target supportive plated by section 12(d)(7) of the Housing Act
	If yes, what was the	e date that agreement was signed? <u>DD/MM/YY</u>
	2. Other coordination efforts between apply)Client referrals	the PHA and TANF agency (select all that

otherwise)	vision of speci e families programs er a HUD Wel	fic social and self fare-to-Work vou	- 0	
B. Services and program	ns offered to 1	residents and par	rticipants	
(1) General				
enhance the econor following areas? (some public house public house preference preferences programs for PHA Preference/participatio Preference/	e following dismic and social elect all that apsing rent determing admissions policing admission to for families wor non-housing eligibility for particular than the control of the particular than the control of the particular than the particular	self-sufficiency opply) nination policies s policies cies o section 8 for cer orking or engaging programs operate oublic housing ho	es will the PHA emplor of assisted families in the stain public housing fang in training or educated or coordinated by the standard meownership option	the milies ation he
Alternative procurement policy for resident owned business				
b. Economic and S	Social self-suff	iciency programs		
⊠ Yes □ No:	programs to e sufficiency of table; if "no" Sufficiency P	nhance the econo residents? (If "ye skip to sub-comp	note or provide any mic and social self- es", complete the follo onent 2, Family Self sition of the table may	S
Services and Programs				
Program Name & Description (including location, appropriate)	ion Estimated if Size	Allocation Method (waiting	Access (development office / PHA main office /	Eligibility (public housing or section 8

		list/random selection/specific criteria/other)	other provider name)	participants both)	or
Resident Leadership Training	20	RAB Membership	Development and PHA Main Office	Both	
Youth Activities	250	Random	Development, PHA Main Office and other	Both	
Family Literacy	30	Random	Development, PHA Main Office and other	Both	
Job Training	75	Random	Development, PHA Main Office and other	Both	
Entrepreneurial Training	10	Random	Development, PHA Main Office and other	Both	

(2) Family Self Sufficiency program/s

a. Participation Description

	Family Self Sufficiency (FSS) Participation			
Program		Required Number of Participants	Actual Number of Participants	
		(start of FY 2005 Estimate)	(As of: DD/MM/YY)	
Section 8		374	123 6/30/05	

b. 🛛 Yes 🗌 No:	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:

C. Welfare Benefit Reductions

•	Wentife Denem Wenterons
l.	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)
\times	Adopting appropriate changes to the PHA's public housing rent determination
	policies and train staff to carry out those policies
X	Informing residents of new policy on admission and reexamination
X	Actively notifying residents of new policy at times in addition to admission
	and reexamination.
X	Establishing or pursuing a cooperative agreement with all appropriate TANF
	agencies regarding the exchange of information and coordination of services
\times	Establishing a protocol for exchange of information with all appropriate TANF
	agencies

Other: (list below) Giving persons at risk of losing benefits priority for job training, placement and outreach services			
D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937			
See Appendix C			
13. PHA Safety and Crime Prevention Measures [24 CFR Part 903.7 9 (m)] 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 subcomponent D.			
A. Need for measures to ensure the safety of public housing residents			
 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)			
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 □ Demonstrable, quantifiable success with previous or ongoing anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/anticrime/antic			
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)			

Federal law enforcement agencies have conducted empirical data analysis of all of DHC properties. Due to the sensitivity of the data federal law enforcement agencies could not share the raw data with DHC however they have independently confirmed that Brewster/ Douglas and Jeffries East are DHC highest crime properties.

DHC in 2004 established a Task Force made up of the Detroit Police Department, DEA, AFT and the US Marshal Service to reduce crime at DHC Developments. To date this Task Force has conducted six raids which have resulted arrests and the evictions of residents under the Federal Government's "One Strike Policy."

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:
(se	elect all that apply)
\boxtimes	Contracting with outside and/or resident organizations for the provision of
	crime- and/or drug-prevention activities
	Crime Prevention Through Environmental Design
\boxtimes	Activities targeted to at-risk youth, adults, or seniors
X	Volunteer Resident Patrol/Block Watchers Program
	Other (describe below)

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

Federal law enforcement agencies have conducted empirical data analysis of all of DHC properties. Due to the sensitivity of the data federal law enforcement agencies could not share the raw data with DHC however they have independently confirmed that Brewster/ Douglas and Jeffries East are DHC highest crime properties.

DHC has been offered assistance by the US Justice Department in Crime Prevention Initiatives. This assistance by US Department of Justice is both monetary and resource based in the form of a grant. The grant is for \$600,000 and will allow the local US Attorney's Office to conduct crime prevention and strategic planning for local law enforcement. Brewster/ Douglas and Jeffries East are the sites where these monies will be most directed.

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)

\boxtimes	Police involvement in development, implementation, and/or ongoing
	evaluation of drug-elimination plan
	Police provide crime data to housing authority staff for analysis and action
	Police have established a physical presence on housing authority property (e.g.,
	community policing office, officer in residence)
	Police regularly testify in and otherwise support eviction cases
	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
	Other activities (list below)
2. Whi	ich developments are most affected? (list below)
Federa	l law enforcement agencies have conducted empirical data analysis of all
of DH	C properties. Due to the sensitivity of the data federal law enforcement
agenci	es could not share the raw data with DHC however they have
indepe	ndently confirmed that Brewster/ Douglas and Jeffries East are DHC
highes	t crime properties.
D. Ad	ditional information as required by PHDEP/PHDEP Plan
	igible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements
prior to	receipt of PHDEP funds.
∐ Ye	S No: Is the PHA eligible to participate in the PHDEP in the fiscal year
	covered by this PHA Plan?
∐ Ye	
_	Plan?
∐ Ye	s No: This PHDEP Plan is an Attachment. (Attachment Filename:)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

See Pet Policy Summary Attachment H

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. 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. Yes No: Was the most recent fiscal audit submitted to HUD? 12/27/2004
3. Yes 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?_4
5. Yes No: Have responses to any unresolved findings been submitted to
HUD Due: 02/09/2005
If not, when are they due (state below)?
if not, when are they due (state below)?
NOTE: REAC performed a Quality Assurance Review of the Fiscal audit and determined an additional 9 finds. DHC and HUD have entered into a MOA and CAP to cure the findings revealed by the QASS Review. 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. \(\sum \) Yes \(\sum \) 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
Development-based accounting
Comprehensive stock assessment
Other: (list below)
3. \square Yes \boxtimes 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. 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) Attached at Attachment (File name) Provided below:
Over the six meetings that were held, the RAB Memebers expressed the following concerns that are relevant to the five year and Annual Plans:
2004 PHA Plan request. RAB Board members requested updates on the status of there 2004 plan 2003 and 2004 funding year request that are listed in the 2004 plan. DHC staff responded that the 2003 Plan approval was received in December of 2004. Scoping and cost analysis are underway. Each Capital item requested is currently underway unless otherwise denoted
Charles Terrace ➤ Playscape. Will be addressed with the RHF plan for construction of new units ➤ Speed Bumps ➤ Parking Lot Patches
Sheridan I ➤ Commercial Stove and Refrigerator. Determined to be to costly with the current needs of t he communities. However DHC agreed to install a double sink ➤ Intercom/PA System*
Douglass
 Painting in Douglass & Brewster Community center/meeting space Feasibility is being determined
Smith Homes
 Playground equipment Fencing, signage on entry
Diggs ➤ Blinds
State Fair ➤ Address & lettering
Brewster ➤ Screen Doors ➤ Blinds
Jeffries East ➤ Pot Holes in street

Warren West

- Gate/fence for parking
- Signage

Sojourner Truth

Unit Rehab

 * The maintenance concerns addressed in the 2004 Plan that were direct comments from the RAB and included in that section of the 2004 PHA plan were addressed throughout the fiscal year .

Ms Johnson of Douglass Homes expressed the need to ensure the boarding up of vacant units to protect from vandalism. DHC staff responded that this is in process and will occur with VMS a company that will provide steel doors that are virtually vandal proof. Ms Johnson also expressed the need for on site community space. DHC staff responded that the feasibility of a modular is under review.

Mr. Connor at Harriet Tubman expressed the need for site signage. DHC staff responded that signage will be delivered in the summer of 05

Mr. Williams of Warren West expressed concerns with gaps and air coming through the AC units. DHC staff remedied the concerns with having the original contractor make the warranty repairs.

Ms. Hawkins of Sheridan I requested a double sink for community needs. DHC staff responded that scoping is underway and the sink should be installed in summer of 05. Ms. Hawkins also requested a fence

Mr. Washington expressed concern of leaks in the roofs at State Fair which is causing damages in his unit. DHC staff responded and transferred Mr. Washington to enure his safety while the problem is addressed.

Security: Several members discussed issues with the onsite security guards and their roles and responsibilities. DHC responded that staff will look at different kinds of security systems not just on site guards. It is costly to maintain on site security guards. DHC staff added that cameras and possible kiosks will be reviewed as well as what the possibilities are for family sites. Limited funding must be stretched across all developments. DHC committed to conducting a security meeting with the RAB that would include entities that are versed in the industry and can provide insight as to our needs. DHC also included security "revamping" as a five year goal.

Resident Caretakers: The Senior Site members of the RAB requested the reinstatement of Caretakers. DHC responded that caretakers are being interviewed and hired per there request.

RAB members also expressed maintenance concerns as it relates to unit prep, curb appeal common area clean up etc: DHC staff responded that Janitorial staff and Maintenance technicians have been interviewed and hiring has occurred for some and is in process for others. The intent is to ensure that there is adequate staff at each site and caretakers will aid in building clean up as mopping and "spruce up" can occur in the evenings.

Designated Housing Plan RAB members were pleased to receive the designation. However, concerns were expressed regarding the move of over and under housed and how much time will be given. DHC staff responded that staff are sensitive to the concern and it is under review but it absolutely will be addressed.

RAB Member expressed concerns about the Capital activities currently listed at their sites and when those activities would occur. Staff responded that Maintenance have identified some current needs but the Needs Assessment with be the document that tells us what needs to happen at each development and

its priority. Staff added that a revision will be done soon after the results are received and the entire capital budget is likely to be impacted, therefore triggering their input through the PHA PLAN process. It is without question that what is before them will change.

Minimum Rent: Members did not express concerns with the policy change. However there was encouragement in that the Regulations does allow for hardship exemption.

RAB board members requested that DHC restore transportation to DHC residents. Staff responded that there was limited use of the buses. They were primarily used for RAB meetings. DHC will review the feasibility of offering one bus or establishing relationships with other community transportation systems to provide this service

Public Comments

DHC's public hearing was held on April 1, 2005. Comments related to the Plan included:

Gwendolyn Hawkins - Sheridan I. – Requested repair of the first floor air conditioners. There is water leaking and there is black mold present. Staff responded that the engineers can review the developments for physical assessment to determine the best ways to fully address the problems. Staff will assess this expressed condition.

Ms. Hawkins also discussed back-up of water in the laundry rooms, a need for a buffer, new chairs for the sites and the drop box at 2211 is often full. Staff responded that maintenance will assess the water backup, buffers will be purchased along with new chairs for each community and the drop box has been full because of the Sectio 8 move and clients putting information relevant to Section 8 in the box. A sign will be posted that the box is for rent payments

Brewster-Douglass Ms Babridge expressed concerns regarding black mold in the laundry room, in the bathrooms and also above the individual stoves Staff received her unit number and responded that an assessment will occur.

Forest Park Mr. Young asked if rent payments can be made at the office. Mr. Young also asked if one works the Elections, does this income get reported? Staff responded that there were security issues in the past and staff will have to deliver money to 2211. It is not feasible for DHC to return to this system but we are addressing adding the ability to pay at the bank. As it relates to working during elections staff responded that all income no matter the source or length must be reported.

Former Conner Waveney resident Mr..Maston asked when would people be returned to the renovated building? Staff responded that letters will go out this month. Anticipated moves by June 2005. Staff added that Connor Waveney will not offer Assisted Living at this time as previously suggested through the 2004 PHA Plan process.

Brewster -Douglas Ms. Johnson asked is anymore demolition scheduled for Douglass? Staff replied not at this time.

Section 8 participant Ms. McClinton – Smith Apts expressed concerns with payment of minimum rent. The client thought that this was the only subsidy HUD would provide. Staff corrected her and informed her that this is the minimum rent that the client will be charged.

Minimum rent. DHC received twelve written comments and two verbal comments all of which were basically related to a person expressing their personal income and if they would be subject to minimum rent or they expressed a hardship that they want DHC considered. DHC will respond to each of these comments

Detroit Housing Commission Five Year Annual Plan 2005-2009/Annual Plan 2005

Second Public Hearing & Amendment

January 11, 2006

Present:

Lindsey Reames, Recovery Administrator, DHC Board of Commissioners Patricia Baines-Lake, Deputy Director
William Ward, MAPs Director
Hector Hernandez, Assisted Housing GM
Trent Carroll, Modernization GM
Robert Hunt, Director of Development
Cheryl Hildreth, Development
Roz Edward, MAPS
Joyce Blair, Detroit Area Agency on Aging
Kaynell Pate, Detroit resident
Jamil Allah, NFI

Patricia Baines-Lake, DHC Deputy Director called meeting to order at 10:00 and took roll call for commission member. Ms. Reames, DHC Board of Commissioners was present and meeting quorum accepted.

Bill Ward, Director of MAPS opened the presentation for DHC's Five Year Plan and the PHA Annual plan and discussed meeting agenda.

Hector Hernandez, General Manager of Assisted Housing announced the addition of 98 project based Housing Choice Vouchers in addition to 206 ACC units. Bill Ward added that vouchers are also supplemental to 205 tax-credits units for Gardenview Estates.

Bill Ward, then discussed amendments to DHC's current ACOP which includes resident photo identification cards, and adding preference language for persons displaced by a federally declared disaster occurring after 7/1/2005.

Robert Hunt, Development Director, stated that DHC re-allocated 1999-2005 RHF Budget funds to include Gardenview Estates. The 2005 Capital fund was reprogrammed based on information revealed during the Physical Needs Assessment and accommodate recommendations by HUD Recovery Team.

Trent Carroll, Modernization General Manager, stated that DHC five year action plan had been revised and that 2005-2006 had been re-programmed for Priority 1 budget items, while funding for Priority budget items had been re-programmed from previous years.

Mr. Carroll added that 11 scattered sites had been recommended for disposition/demolition due to excessive repair costs.

Bill Ward concluded the Five Year 2005-2009 and PHA Annual Plan presentation.

Ms. Baines-Lake asked if there were any Commission comments to the information provided in the presentation. Ms. Reames responded that there were not.

Ms. Baines-Lake asked if there were any comments to the information provided in the presentation from members of the public present. Mr. Kaynell Pate, resident at-large asked how were the assessments for rehabilitation costs arrived at and determinations for demolition/disposition for the 11 scattered sites properties made.

Mr. Carroll responded that when renovation costs exceeded 100% of amount budgeted and /or the properties appraised value the property was identified for disposition/demolition. Mr. Carroll explained that disposition did not necessarily result in demolition.

Mr. Pate then asked for clarification regarding Section 8 vouchers. Ms. Baines-Lake reiterated that 98 additional vouchers in addition to 206 ACC units for Gardenview Estates. These vouchers are only for persons currently on Section 8 waiting lists and that they could not be re-allocated nor can DHC's Section 8 program dollars be reprogrammed for disaster relief victims or housing purchases.

Ms. Baines-Lake asked Mr. Hernandez to explain DHC's FSS and Homeownership programs to as well as project-based vs. tenant-based housing vouchers.

Joyce Blair, Detroit Area Agency on Aging (DAAA) read into the record a letter from DAA, Executive Director, Paul Bridgewater requesting Section 8 housing vouchers for elderly and disabled persons from nursing homes to public housing communities. Ms. Baines-Lake asked for clarification on the number of vouchers requested. Ms. Blair stated the request is for a minimum of 50 vouchers.

Mr. Pate added that general condition of housing opportunities in Detroit was deteriorating. Ms. Baines-Lake summarized Mr. Pate's comments that he was requesting comprehensive FSS and homeownership education for residents as well as requesting that DHC re-consider it's policies for occupancy and demolition.

3. In v ⊠ □	In what manner did the PHA address those comments? (select all that apply) Considered comments, but determined that no changes to the PHA Plan were necessary. The PHA changed portions of the PHA Plan in response to comments List changes below:				
	Other: (list belo	ow)			
B. Des	scription of Ele	ction process for Residents on the PHA Board			
1. 🗌	Yes 🛛 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 No:	Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to subcomponent C.)
by Mayor of the City of Commissioners appoin	ent representation on the Board of Commissioners is appointed of Detroit. Currently, DHC has a one member Board of nted by the United States Secretary of Housing and Urban terms of the Cooperative Endeavor Agreement between HUD
3. Description of Resi	dent Election Process
Candidates we Candidates cou	idates for place on the ballot: (select all that apply) re nominated by resident and assisted family organizations ald be nominated by any adult recipient of PHA assistance on: Candidates registered with the PHA and requested a place on be)
Any head of head of head of head Any adult recip	: (select one) of PHA assistance ousehold receiving PHA assistance oient of PHA assistance ober of a resident or assisted family organization
based assistance	ients of PHA assistance (public housing and section 8 tenant-
	sistency with the Consolidated Plan lidated Plan, make the following statement (copy questions as many times as
1. Consolidated Plan	jurisdiction: City of Detroit, MI
	the following steps to ensure consistency of this PHA Plan with an for the jurisdiction: (select all that apply)
needs expresse The PHA has p	passed its statement of needs of families in the jurisdiction on the d in the Consolidated Plan/s. participated in any consultation process organized and offered by ed Plan agency in the development of the Consolidated Plan

\boxtimes	The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan. Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
	Other: (list below)

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

Since 1995, the need to implement a strategic vision redeveloping Detroit's neighborhoods has been a major priority for the Detroit Housing Commission and the City of Detroit.

Municipal support for the DHC's efforts to rehabilitate existing public housing units, demolish and replace public housing units where rehabilitation is not feasible, improve maintenance of public housing and increase security in public housing.

Allocate HOME investment trust funds to proposed projects based on the eligibility, feasibility and benefits of the proposed project.

Improve coordination among the various agencies involved in affordable housing.

Provide opportunities for Homeownership.

Provide supportive services to the elderly and persons with special needs.

The ultimate goal of the City of Detroit's housing strategies is to insure that all City of Detroit residents live in decent, safe and sanitary housing.

D. Other Information Required by HUD

The Agency Plan is a living document, which shall serve to guide DHC operations and resource management. In the event that circumstances or priorities necessitate actions, which would represent a substantial departure from the goals, objectives, timetables or policies as set forth in the plan, the DHC will invite resident review and input prior to taking actions that would implement such substantial changes.

Development of subsequent Annual Plans shall be a vehicle through which updates and minor or routine modifications to the Agency Plan are made. On an annual basis the DHC will review its progress toward the achievement of its goals and objectives and the existing policies and procedures, adequately address the

needs of its constituents, stakeholders and the agency. To the extent that those needs are not met by the elements of the existing Agency Plan, the subsequent Annual Plan shall be written to reflect changes to goals, objectives, policies and procedures to address those needs.

In the event that the elements of the subsequent annual plan represent a significant departure from those of the existing Agency Plan, a Significant Amendment or Modification to the Agency Plan will be undertaken. Under these circumstances, a full and participatory planning process will be used to obtain resident and stakeholder input. A draft of the substantially modified Agency Plan will be subject to the public review, comment, and hearing process.

DHC's definitions of Substantial Deviation and Significant Amendment will include the following.

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items that exceed \$250,000 (items not included in the current Annual Statement or 5-year Action Plan) or change in use of replacement reserve funds under the Capital Fund will be subject to public review and comment. Non-emergency work items less than \$250,000 will be presented to the RAB Board, then to the Resident Council and community that is affected by the change.
- Additions of new activities not included in the current PHDEP Plan;
- And any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

An exception to this definition will be made of any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments.

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

Attachments

Attachments

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

Required Attachments:

Attachment A: Admissions Policy for Deconcentration

Attachment B: Capital Fund Programs Annual Statements

Optional Attachments:

Attachment C: COMMUNITY SERVICE REQUIREMENT

Attachment D: RASS Follow Up Plan

Attachment E: PHA Management Organizational Chart

Attachment F: Capital Fund Program Five-Year Action Plan

Attachment G: Admissions and Continued Occupancy Policy

Appendix A - Grievance Procedures Policy

Appendix B - Pet Policy

Appendix C - Dwelling Lease/Pet Lease Addendum

Attachment H: Pet Policy Summary

Attachment I: Resident Membership of PHA Governing Board

Membership of Resident Advisory Board

Attachment J: HOUSING CHOICE VOUCHER PROJECT BASE PLAN

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

DETROIT HOUSING COMMISSION (MI-001) ANNUAL PLAN FOR FISCAL YEAR 2005

ATTACHMENT A

ADMISSIONS POLICY FOR DECONCENTRATION

The following admissions policy provides for Deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects. This Deconcentration Policy is authorized under Section 513 of the Quality Housing and Work Responsibility Act of 1998, which amended Section 16 of the 1937 Housing Act to allow a public housing agency to establish and utilize income-mixing criteria for the selection of residents for dwelling units in public housing projects to meet Deconcentration objectives.

This policy is established based on a Deconcentration and income mixing analysis and is being implemented in a manner that does not prevent or interfere with the use of a site-based waiting list. The Deconcentration and income-mixing plan does not impose or require any specific income or racial quotas for any project or projects. Further, the Deconcentration objectives are consistent with QHWRA targeting objectives such that the public housing units made available for occupancy in any fiscal year to eligible families, not less than 40% shall be occupied by families whose incomes at the time of commencement of occupancy do not exceed 30% of the area median income.

The Admissions Policy for Deconcentration achieves its objectives through incentives and provides for family choice. The principle of family choice allows the family to have the sole discretion to determine whether to accept the incentive without adverse action on the part of the DHC. Notwithstanding, QHWRA permits the DHC to skip a family on the waiting list to reach another family to implement its Deconcentration policy without that act being considered an adverse action.

DHC will implement its Deconcentration policy by conducting an income assessment of participants:

◆ Determine and compare the relative tenant incomes of each development to the average income of the pubic housing participants;

- ◆ Identify what admissions policy measures or incentives, if any, are needed to align the development income mix with the income mix of all public housing participants;
- ◆ Ensure that such measures and incentives affirmatively further fair housing;
- Make any appropriate changes to the admissions policies:
- Implement measures and incentives to achieve stated Deconcentration goals; and
- ♦ Monitor results and suspend measures and incentives when on a site-by-site basis when goals are met.

In attaining its Deconcentration objectives, DHC will give preference to the following measures and incentives:

- ♦ Measures to increase employment and higher wages of families in lower income developments including Section 3 opportunities, apprentice and self-sufficiency enrollment;
- ♦ Needs assessment, self-sufficiency and job counseling for new admissions; and
- ♦ Incentives for transfer families that accept moves that will further the goals of Deconcentration.

The DHC will apply Deconcentration incentives and measures to the new admissions waiting list only to the extent that targeting goals are met and skipping is essential to attain Deconcentration goals

Annual Statement/Performance and Evaluation Report

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

PHA Name: Grant Type and Number Federal FY of Grant:

Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150199

Federal FY of Grant:

1999

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: Performance and Evaluation Report for Period Ending: 10/31/05 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimate	ed Cost	Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	-	-	-	-	
3	1408 Management Improvements Soft Costs	700,960	-	-	-	
	Management Improvements Hard Costs	-	-	-	-	
4	1410 Administration	350,480	-	-	-	
5	1411 Audit	-	-	-	-	
6	1415 Liquidated Damages	-	-	-	-	
7	1430 Fees and Costs	100,000	-	-	-	
8	1440 Site Acquisition	-	-	-	-	
9	1450 Site Improvement	-	-	-	-	
10	1460 Dwelling Structures	-	-	-	-	
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-	
12	1470 Nondwelling Structures	-	-	-	-	
13	1475 Nondwelling Equipment	-	-	-	-	
14	1485 Demolition	-	-	-	-	
15	1490 Replacement Reserve	-	-	-	-	
16	1492 Moving to Work Demonstration	-	-	-	-	
17	1495.1 Relocation Costs	100,000	-	-	-	
18	1498 Development Activities	2,253,362	3,504,802	-	-	
19	1502 Contingency	-	-	-	-	
	Amount of Annual Grant: (sum of lines 2 to 19.)	3,504,802	3,504,802	-	-	
	Amount of line related to LBP Activities	-			-	

Amount of line related to Section 504 compliance	-	-	-	-
Amount of line related to Security –Soft Costs	700,960	-	-	-
Amount of line related to Security Hard Costs	-	-	-	-
Amount of line related to Energy Conservation Measures	-	-	-	-
Collateralization Expenses or Debt Service	-	-	-	-
Signature of Executive Director & Date				

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

PHA Name:		Gra	Federal FY of Gra	nt:							
	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150199				8R00150199	1999					
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended			
HA-Wide	CCS & Resident Training		1408		700,960	-	-	-			
HA-Wide	Administration							-			
HA-Wide HA-Wide	Staff Salaries Sundry		1410 1410		345,480 5,000	-	-	<u> </u>			
	Fees & Costs		1430		100,000	-	-	-			
HA-Wide	Relocation costs		1495.1		100,000	-	-	-			
MI 1-05 Charles Terrace	New Construction of Townhouses		1498		2,253,362	3,504,802	-	-			

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

PHA Name: Detroit Housing Commission		Grant Typ Capital Fu	nd Program Gran	t No:	Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	A	Replacement Housing Factor All Fund Obligated (Quarter Ending Date)			ll Funds Expend uarter Ending Da		Reasons for Revised Target Dates
110011100	Original	Revised	Actual	Original	Revised	Actual	
MI 1-05 Charles Terrace	03/31/02			06/30/03			
HA-Wide Activities	03/31/02			06/30/03			
Management Improvements CCS	03/31/02			06/30/03			
Administration	03/31/02			06/30/03			
Fees & Costs	03/31/02			06/30/03			
Relocation	03/31/02			06/30/03			

Annual Statement/Performance and Evaluation Report

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

PHA Name:

Detroit Housing Commission

Grant Type and Number
Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150100

Federal FY of Grant:
2000

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 2)
Performance and Evaluation Report for Period Ending: 10/31/05 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estima	ted Cost	Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	-	-	-	-	
3	1408 Management Improvements Soft Costs	-	-	-	-	
	Management Improvements Hard Costs	-	-	-	-	
4	1410 Administration	-	-	-	-	
5	1411 Audit	-	-	-	-	
6	1415 Liquidated Damages	-	-	-	-	
7	1430 Fees and Costs	-	-	-	-	
8	1440 Site Acquisition	-	-	-	-	
9	1450 Site Improvement	-	-	-	-	
10	1460 Dwelling Structures	-	-	-	-	
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-	
12	1470 Nondwelling Structures	-	-	-	-	
13	1475 Nondwelling Equipment	-	-	-	-	
14	1485 Demolition	-	-	-	-	
15	1490 Replacement Reserve	-	-	-	-	
16	1492 Moving to Work Demonstration	-	-	-	-	
17	1495.1 Relocation Costs	-	-	-	-	
18	1499 Development Activities	4,021,494	4,021,494	-	-	
19	1502 Contingency	-	-	-	-	
	Amount of Annual Grant: (sum of lines 2 to 19.)	4,021,494	4,021,494	-	-	
	Amount of line related to LBP Activities	-	-	-	-	

Amount of line related to Section 504 compliance	-	-	-	-
Amount of line related to Security –Soft Costs	-	-	-	-
Amount of line related to Security Hard Costs	-	-	-	-
Amount of line related to Energy Conservation Measures	-	-	-	-
Collateralization Expenses or Debt Service	-	-	-	-
Signature of Executive Director & Date				

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

PHA Name:	·	Grant Type	nd Number		·	Federal FY of Grant:		
	Detroit Housing Commission	Capital Fund Replacemen	Program Grant t Housing Facto	No: or Grant No: MI28	3R00150100	2000		
Development Number Name/HA-Wide Activities	nber General Description of Major Work [A-Wide Categories		Dev. Acct No. Quantity Total Estimated Cost		Tota	l Actual Cost	Status of Work	
		1	1	Original	Revised	Obligated	Expended	
HA Wide Administration	Staff Salaries - Development Team	1410			-	-	-	Moved to 1499
HA Wide Administration	Sundry	1410			-			Moved to 1499
HA Wide	Fees & Costs	1430			-			Moved to 1499
MI 1-05 Charles Terrace	New Construction of Townhouses	1499		4,021,494	-			Moved to 1499
HA Wide	Development Activities - See RHF Plan	1499			4,021,494			

PHA Name:			pe and Number				Federal FY of Grant:
Detroit Housing Commission		Capital Fu	ınd Program Gran	t No:			2000
_				or Grant No: MI2			2000
Development Number	A	All Fund Obligate	ed	A	ll Funds Expend	ed	
Name/HA-Wide	(0	uarter Ending Da	ato)	(0	(Quarter Ending Date)		Reasons for Revised Target Dates
Activities	(\$)		ate)	(\$)		ite)	
	Original	Revised	Actual	Original	Revised	Actual	
MI 1-05 Charles Terrace-New construction of townhouses	06/30/03			06/30/05			Moved to 1499 - Development Activities
HA Wide Administration		12/31/05			12/31/06		Moved to 1499 - Development Activities
HA Wide Administration - Sundry		12/31/05			12/31/06		Moved to 1499 - Development Activities
1111 Wide Maninistration Sundry		12/01/00			12/01/00		Wioved to 1400 Development rectivities
Ha Wide - Fees & Costs		12/31/05			12/31/06		Moved to 1499 - Development Activities
HA Wide Development Activities		12/31/05			12/31/06		See RHF Plan
Signature of Executive Director & Date							

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

PHA Name:

Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150101

Grant Type and Number

Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150101

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 2)

Performance and Evaluation Report for Period Ending: 10/31/05 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estima	ted Cost	Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	-	-	-	-	
3	1408 Management Improvements Soft Costs	-	-	-	-	
	Management Improvements Hard Costs	-	-	-	-	
4	1410 Administration	-	-	-	-	
5	1411 Audit	-	-	-	-	
6	1415 Liquidated Damages	-	-	-	-	
7	1430 Fees and Costs	-	-	-	-	
8	1440 Site Acquisition	-	-	-	-	
9	1450 Site Improvement	-	-	-	-	
10	1460 Dwelling Structures	-	-	-	-	
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-	
12	1470 Nondwelling Structures	-	-	-	-	
13	1475 Nondwelling Equipment	-	-	-	-	
14	1485 Demolition	-	-	-	-	
15	1490 Replacement Reserve	-	-	-	-	
16	1492 Moving to Work Demonstration	-	-	-	-	
17	1495.1 Relocation Costs	-	-	-	-	
18	1499 Development Activities	6,771,429	6,771,429	-	-	
19	1502 Contingency	-	-	-	-	
	Amount of Annual Grant: (sum of lines 2 to 19.)	6,771,429	6,771,429	-	-	
	Amount of line related to LBP Activities	-	-	-	-	

Amount of line related to Section 504 compliance	-	-	-	-				
Amount of line related to Security -Soft Costs	-	-	-	-				
Amount of line related to Security Hard Costs	-	-	-	-				
Amount of line related to Energy Conservation Measures	-	-	-	-				
Collateralization Expenses or Debt Service	-	-	-	-				
Signature of Executive Director & Date	Signature of Executive Director & Date							

PHA Name:		Grant 7					Federal FY of Grant:			
	Detroit Housing Commission	Capital	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150101					2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	De	ev. Acct No.	Quantity	Total E	Stimated Cost	Tota	l Actual Cost	Status of Work	
					Original	Revised	Obligated	Expended		
HA Wide Administration	Staff Salaries - Development Team		1410			-			Moved to 1499 Development Activities	
HA Wide Administration	Sundry		1410			-			Moved to 1499 Development Activities	
HA-Wide	Fees & Costs		1430			-			Moved to 1499 Development Activities	
MI 1-05 Charles Terrace	New Construction of Townhomes		1499		6,771,429	-			Moved to 1499 Development Activities	
HA-Wide	Development Activities		1499			6,771,429				

						Federal FY of Grant:
	Replacen	2001				
	_		(Quarter Ending Date)			Reasons for Revised Target Dates
Original	Revised	Actual	Original	Revised	Actual	
09/30/03			09/30/05			Moved to 1499 - Development Activities
	12/31/06			12/31/07		Moved to 1499 - Development Activities
	12/31/06			12/31/07		Moved to 1499 - Development Activities
	12/31/06			12/31/07		Moved to 1499 - Development Activities
	12/31/06			12/31/07		See RHF Plan
	(Q Original	Capital Fu Replacen All Fund Obligate (Quarter Ending Date Continuous Con	Replacement Housing Factor All Fund Obligated	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28 All Fund Obligated	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150101	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150101

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

PHA Name: Grant Type and Number Federal FY of Grant:

Detroit Housing Commission Replacement Housing Factor Grant No: MI28R00150102

2002

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 2)
Performance and Evaluation Report for Period Ending: 10/31/05 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estima	ted Cost	Total A	Actual Cost
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	-	-	-	-
3	1408 Management Improvements Soft Costs	-	-	-	-
	Management Improvements Hard Costs	-	-	-	-
4	1410 Administration	-	-	-	-
5	1411 Audit	-	1	-	-
6	1415 Liquidated Damages	-	1	-	-
7	1430 Fees and Costs	-	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	-	-	-	-
10	1460 Dwelling Structures	-	1	-	-
11	1465.1 Dwelling Equipment—Nonexpendable	-	1	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	-	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	6,505,355	-	-	-
19	1502 Contingency	-	-	-	-
	Amount of Annual Grant: (sum of lines 2 to 19.)	6,505,355	-	-	-
	Amount of line related to LBP Activities	-	-	-	-

Amount of line related to Section 504 compliance	-	-	-	
Amount of line related to Security -Soft Costs	-	-	-	
Amount of line related to Security Hard Costs	-	-	-	
Amount of line related to Energy Conservation Measures	-	-	-	
Collateralization Expenses or Debt Service	-	-	-	
Signature of Executive Director & Date				

PHA Name:		Grant Type and Nur			Federal FY of Grant:					
D	Petroit Housing Commission	Replacement Housin	0 Replacement Housing Factor Grant No: MI28R00150102					2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Est	Total Estimated Cost		ctual Cost	Status of Work		
		_		Original	Revised	Obligated	Expended			
HA Wide Administration	Staff Salaries - Development Team	1410		-	-	-	-	Moved to 1499		
HA Wide Administration	Sundry	1410		-	-			Moved to 1499		
HA Wide	Fees & Costs	1430		-	-			Moved to 1499		
HA-Wide	Acquisition of real property	1499	3 bldgs.	6,505,355	-	-	-	Moved to 1499		
HA-Wide	Development Activities				6,505,355			See RHF Plan		

PHA Name:	PHA Name: Grant Type and Number							
Detroit Housing Commission		0 Replacem	2002					
Development Number Name/HA-Wide Activities		All Fund Obligate uarter Ending Da		All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA-Wide: Acquisition of real property	06/30/04			06/30/06			Moved to 1499	
HA Wide-Administration - Staff Salaries Development Team		12/31/07			12/31/08		Moved to 1499	
HA Wide-Administration - Sundry		12/31/07			12/31/08		Moved to 1499	
HA Wide Fees & Costs		12/31/07			12/31/08		Moved to 1499	
HA Wide - Development Activities		12/31/07			12/31/08		See RHF Plan	
Signature of Executive Director & Date								

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

PHA Name: Grant Type and Number Federal FY of Grant:

Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150103

Federal FY of Grant:

2003

Original Annual Statement Reserve for Disasters/ Emergencies
Performance and Evaluation Report for Period Ending: 10/31/05

Revised Annual Statement (revision no: 2)
Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estima	ated Cost	Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	-	-	-	-	
3	1408 Management Improvements Soft Costs	-	-	-	-	
	Management Improvements Hard Costs	-	-	-	-	
4	1410 Administration	-	-	-	-	
5	1411 Audit	-	-	-	-	
6	1415 Liquidated Damages	-	-	ı	-	
7	1430 Fees and Costs	-	-	1	-	
8	1440 Site Acquisition	-	-	-	-	
9	1450 Site Improvement	-	-	-	-	
10	1460 Dwelling Structures	-	-	-	-	
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-	
12	1470 Nondwelling Structures	-	-	1	-	
13	1475 Nondwelling Equipment	-	-	1	-	
14	1485 Demolition	-	-	-	-	
15	1490 Replacement Reserve	-	-	-	-	
16	1492 Moving to Work Demonstration	-	-	-	-	
17	1495.1 Relocation Costs	-	-	-	-	
18	1499 Development Activities	684,413	684,413	-	-	
19	1502 Contingency	-	-	-	-	
	Amount of Annual Grant: (sum of lines 2 to 19.)	684,413	684,413	1	-	
	Amount of line related to LBP Activities	-	-	-	-	

Amount of line related to Section 504 compliance	-	-	-	-
Amount of line related to Security -Soft Costs	-	-	-	-
Amount of line related to Security Hard Costs	-	-	-	-
Amount of line related to Energy Conservation Measures	-	-	-	-
Collateralization Expenses or Debt Service	-	-	-	-
Signature of Executive Director & Date				
Signature of Executive Director & Date				

					<u>-</u>			
	Grant Type and Number				Federal FY of Grant:			
Detroit Housing Commission					2003			
Detroit frousing Commission	Replacement Housing Factor Grant No: MI28R00150103				2005			
General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estima	Total Estimated Cost		ctual Cost	Status of Work	
			Original	Revised	Obligated	Expended		
Administration - Staff Salaries Development Team	1410			-				
Acquistion and new development	1499		684.413	-			Moved to 1499	
Development Activities	1499			684.413			See RHF plan	
				,			,	
	Detroit Housing Commission	Detroit Housing Commission Capital Fund Program Replacement Housin General Description of Major Work Categories Dev. Acct No. Administration - Staff Salaries Development Team 1410 Acquistion and new development 1499	General Description of Major Work Categories Dev. Acct No. Quantity Administration - Staff Salaries Development Team 1410 Acquistion and new development 1499	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150103 General Description of Major Work Categories Dev. Acct No. Quantity Total Estima Original Administration - Staff Salaries Development Team 1410 Acquistion and new development 1499 684,413	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150103 General Description of Major Work Categories Dev. Acct No. Quantity Total Estimated Cost Original Revised Administration - Staff Salaries Development Team 1410 - Acquistion and new development 1499 684,413	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150103 General Description of Major Work Categories Dev. Acct No. Quantity Total Estimated Cost Total A Original Revised Obligated Administration - Staff Salaries Development Team 1410	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150103 General Description of Major Work Categories Dev. Acct No. Quantity Total Estimated Cost Total Actual Cost Original Revised Obligated Expended Administration - Staff Salaries Development Team 1410	

PHA Name:		Grant Ty	e and Number				Federal FY of Grant:
Detroit Housing Commission	· ·				8R00150103		2003
Development Number Name/HA-Wide Activities		All Fund Obligated Quarter Ending Date		ll Funds Expendo uarter Ending Da		Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual	
Acquisition and new development	12/31/05			12/31/07			Moved to 1499
HA Wide Administration		12/31/07			12/31/08		Moved to 1499
HA Wide Development Activities		12/31/07			12/31/08		See RHF Plan

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

PHA Name:

Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150203

Grant Type and Number
Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150203

Original Annual Statement Reserve for Disasters/ Emergencies
Performance and Evaluation Report for Period Ending: 10/31/05

Revised Annual Statement (revision no: 2)
Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estima	ted Cost	Total A	Actual Cost
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	-	-	-	-
3	1408 Management Improvements Soft Costs	-	-	-	-
	Management Improvements Hard Costs	-	-	-	-
4	1410 Administration	-	-	-	-
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	-	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	-	-	-	-
10	1460 Dwelling Structures	-	-	-	-
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	-	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	5,728,700	5,728,700	-	-
19	1502 Contingency	-	-	-	-
	Amount of Annual Grant: (sum of lines 2 to 19.)	5,728,700	5,728,700	-	-
	Amount of line related to LBP Activities	-	-	-	-

Amount of line related to Section 504 compliance	-	-	-	-
Amount of line related to Security -Soft Costs	-	-	-	-
Amount of line related to Security Hard Costs	-	-	-	-
Amount of line related to Energy Conservation Measures	-	-	-	-
Collateralization Expenses or Debt Service	-	-	-	-
Signature of Executive Director & Date				
Signature of Executive Director & Date				

	- m, 5-ff										
PHA Name:							Federal FY of Grant:				
	Detroit Housing Commission		oital Fund Progran						2003		
	Detroit frousing Commission	Replacement Housing Factor Grant No: MI28R00150203					2003				
Development Number	C ID III CM: WICK		D. A. IN	0 "	m . l r .:	. 10 .	TT . 1 A	. 10 .	Grand CWV 1		
Name/HA-Wide	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estima	tea Cost	1 otal A	ctual Cost	Status of Work		
Activities											
					Original	Revised	Obligated	Expended			
HA Wide Administration	Staff Salaries - Development Team		1410			-			Moved to 1499		
HA Wide Administration	Sundry		1410			-			Moved to 1499		
HA Wide	Fees & Costs		1430			-			Moved to 1499		
HA-Wide	Acquistion and new development		1499		5,728,700	0			Moved to 1499		
HA-Wide	Development Activities		1499		-	5,728,700			See RHF Plan		

PHA Name:		Grant Ty	pe and Number		Federal FY of Grant:						
Detroit Housing Commission						Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150203					
Development Number Name/HA-Wide Activities		All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates				
	Original	Revised	Actual	Original	Revised	Actual					
Acquisition and new development	12/31/07			12/31/09			Moved to 1499				
HA Wide Administration Staff Salaries - Development Team		12/31/07			12/31/09		Moved to 1499				
HA Wide Administration Sundry		12/31/07			12/31/09		Moved to 1499				
HA Wide Fees & Costs		12/31/07			12/31/09		Moved to 1499				
HA Wide Development Activities		12/31/07			12/31/09		See RHF Plan				

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

PHA Name:
Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150104

Grant Type and Number
Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150104

Federal FY of Grant:
2004

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: 10/31/05 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estima	ted Cost	Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	-	-	1	-	
3	1408 Management Improvements Soft Costs	-	-	-	-	
	Management Improvements Hard Costs	-	-	-	-	
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	-	-	1	-	
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-	
12	1470 Nondwelling Structures	-	-	-	-	
13	1475 Nondwelling Equipment	-	-	-	-	
14	1485 Demolition	-	-	-	-	
15	1490 Replacement Reserve	-	-	-	-	
16	1492 Moving to Work Demonstration	-	-	-	-	
17	1495.1 Relocation Costs	-	-	-	-	
18	1499 Development Activities	1,264,863	1,264,863	-	-	
19	1502 Contingency	-	-	-	-	
	Amount of Annual Grant: (sum of lines 2 to 19.)	1,264,863	1,264,863	-	-	
	Amount of line related to LBP Activities	-	-	-	-	

Amount of line related to Section 504 compliance	-	-	-	-
Amount of line related to Security -Soft Costs	-	-	-	-
Amount of line related to Security Hard Costs	-	-	-	-
Amount of line related to Energy Conservation Measures	-	-	-	-
Collateralization Expenses or Debt Service	-	-	-	-
Signature of Executive Director & Date				
Signature of Executive Director & Date				

PHA Name:		Gra	nt Type and Nun	ıber			Federal FY of Grant:			
		Ca	oital Fund Progran	Grant No:						
	Detroit Housing Commission	Replacement Housing Factor Grant No: MI28R00150104					2004			
Development		respired from the free from the free from the free free free free free free free fr								
Development										
Number	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estima	ted Cost	Total A	ctual Cost	Status of Work	
Name/HA-Wide				4					2 10 10 10 10 10 10 10 10 10 10 10 10 10	
Activities										
					Original	Revised	Obligated	Expended		
HA-Wide	Acquistion and new development		1499		1,264,863	1,264,863			See plan submitted by agency	

PHA Name:		Grant Ty	pe and Number				Federal FY of Grant:
Detroit Housing Commission			und Program Grant nent Housing Facto		3R00150104		2004
Development Number Name/HA-Wide Activities		all Fund Obligat uarter Ending D				Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual	
Acquisition and new development	09/30/09	09/30/09		09/30/10	09/30/10		See plan submitted by the Agency
Signature of Executive Director & Date							

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

PHA Name: Grant Type and Number Federal FY of Grant:

Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150204

Federal FY of Grant:

2004

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: 10/31/05 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estima	ted Cost	Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	-	-	1	-	
3	1408 Management Improvements Soft Costs	-	-	-	-	
	Management Improvements Hard Costs	-	-	-	-	
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	-	-	1	-	
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-	
12	1470 Nondwelling Structures	-	-	-	-	
13	1475 Nondwelling Equipment	-	-	-	-	
14	1485 Demolition	-	-	-	-	
15	1490 Replacement Reserve	-	-	-	-	
16	1492 Moving to Work Demonstration	-	-	-	-	
17	1495.1 Relocation Costs	-	-	-	-	
18	1499 Development Activities	7,554,331	7,554,331	-	-	
19	1502 Contingency	-	-	-	-	
	Amount of Annual Grant: (sum of lines 2 to 19.)	7,554,331	7,554,331	-	-	
	Amount of line related to LBP Activities	-	-	-	-	

Amount of line related to Section 504 compliance	-	-	-	-
Amount of line related to Security -Soft Costs	-	-	-	-
Amount of line related to Security Hard Costs	-	-	-	-
Amount of line related to Energy Conservation Measures	-	-	-	-
Collateralization Expenses or Debt Service	-	-	-	-
Signature of Executive Director & Date				
Signature of Executive Director & Date				

	11 8 8									
PHA Name:							Federal FY of Grant:			
		Capital Fund Program Grant No:								
	Detroit Housing Commission	Replacement Housing Factor Grant No: MI28R00150204							2004	
Dovolonment	Development			respitational riousing ractor crain (10. Wilsoltour)						
Development										
Number	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estima	ted Cost	Total A	ctual Cost	Status of Work	
Name/HA-Wide				4					- III III II	
Activities										
					Original	Revised	Obligated	Expended		
HA-Wide	Acquistion and new development		1499		7,554,331	7,554,331			See plan submitted by agency	
		1								

	Grant Tv	pe and Number	Federal FY of Grant:				
	Capital Fu	ınd Program Grani	t No:				
	Replacen	nent Housing Facto	or Grant No: MI28	8R00150204		2004	
P	All Fund Obligate	ed	A	ll Funds Expend	led		
(0	uarter Ending D	ate)	(0)	uarter Ending D	ate)	Reasons for Revised Target Dates	
Original	Revised	Actual	Original	Revised	Actual		
10/01/07	10/01/07		19/91/00	19/91/00		Consider the design of the des	
12/31/07	12/31/07		12/31/09	12/31/09		See plan submittted by the Agency	
1							
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1							
1							
1							
		Capital Fu Replacen All Fund Obligate (Quarter Ending Date of the Company of the	Replacement Housing Factor All Fund Obligated (Quarter Ending Date) Original Revised Actual	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI2: All Fund Obligated A (Quarter Ending Date) (Q Original Revised Actual Original	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150204 All Fund Obligated All Funds Expend (Quarter Ending Date) (Quarter Ending Date) Original Revised Actual Original Revised	Capital Fund Program Grant No: Replacement Housing Factor Grant No: MI28R00150204 All Fund Obligated All Funds Expended (Quarter Ending Date) (Quarter Ending Date) Original Revised Actual Original Revised Actual	

Signature of Executive Director & Date				

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

PHA Name:

Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150105

Grant Type and Number
Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150105

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: 10/31/05 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estima	ated Cost	Total A	Actual Cost
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	-	-	-	-
3	1408 Management Improvements Soft Costs	-	-	-	-
	Management Improvements Hard Costs	-	-	-	-
4	1410 Administration	-	-	-	-
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	-	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	-	-	-	-
10	1460 Dwelling Structures	-	-	-	-
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	-	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	569,624	569,624	-	-
19	1502 Contingency	-	-	-	-
	Amount of Annual Grant: (sum of lines 2 to 19.)	569,624	569,624	-	-
	Amount of line related to LBP Activities	-	-	-	-

Amount of line related to Section 504 compliance	-	-	-	-
Amount of line related to Security -Soft Costs	-	-	-	-
Amount of line related to Security Hard Costs	-	-	-	-
Amount of line related to Energy Conservation Measures	-	-	-	-
Collateralization Expenses or Debt Service	-	-	-	-
Signature of Executive Director & Date				
Signature of Executive Director & Date				

	11 0 0									
PHA Name:							Federal FY of Grant:			
ĺ	Detucit Housing Commission	Capital Fund Program Grant No:							9005	
	Detroit Housing Commission	Replacement Housing Factor Grant No: MI28R00150105					2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estima	ated Cost	Total Actual Cost		Status of Work	
					Original	Revised	Obligated	Expended		
					Ŭ					
HA-Wide	Acquistion and new development		1499		569,624	569,624			See plan submitted by agency	

PHA Name:		Grant Ty	pe and Number		Federal FY of Grant:		
Detroit Housing Commission			und Program Grant nent Housing Facto		3R00150105		2005
Development Number Name/HA-Wide Activities		All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Acquisition and new development	09/30/07	09/30/07		09/30/09	09/30/09		See plan submitted by the Agency
_							
Signature of Executive Director & Date							

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

PHA Name:

Detroit Housing Commission

Grant Type and Number
Capital Fund Program Grant No:
Replacement Housing Factor Grant No: MI28R00150205

Federal FY of Grant:
2005

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: 10/31/05 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estima	ted Cost	Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	-	-	-	-	
3	1408 Management Improvements Soft Costs	-	-	-	-	
	Management Improvements Hard Costs	-	-	-	-	
4	1410 Administration	-	-	-	-	
5	1411 Audit	-	-	-	-	
6	1415 Liquidated Damages	-	-	-	-	
7	1430 Fees and Costs	-	-	-	-	
8	1440 Site Acquisition	-	-	-	-	
9	1450 Site Improvement	-	-	-	-	
10	1460 Dwelling Structures	-	-	-	-	
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-	
12	1470 Nondwelling Structures	-	-	-	-	
13	1475 Nondwelling Equipment	-	-	-	-	
14	1485 Demolition	-	-	-	-	
15	1490 Replacement Reserve	-	-	-	-	
16	1492 Moving to Work Demonstration	-	-	-	-	
17	1495.1 Relocation Costs	-	-	-	-	
18	1499 Development Activities	8,697,612	8,697,612	-	-	
19	1502 Contingency	-	-	-	-	
	Amount of Annual Grant: (sum of lines 2 to 19.)	8,697,612	8,697,612	-	-	
	Amount of line related to LBP Activities	-	-	-	-	

Amount of line related to Section 504 compliance	-	-	-	-
Amount of line related to Security -Soft Costs	-	-	-	-
Amount of line related to Security Hard Costs	-	-	-	-
Amount of line related to Energy Conservation Measures	-	-	-	-
Collateralization Expenses or Debt Service	-	-	-	-
Signature of Executive Director & Date				
Signature of Executive Director & Date				

PHA Name:		Gra	ınt Type and Nun	nber			Federal FY of Grant:			
	Detroit Housing Commission		pital Fund Progran				2005			
	Detroit frousing commission	Replacement Housing Factor Grant No: MI28R00150205					2003			
Development Number	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estima	Total Estimated Cost		ctual Cost	Status of Work	
Name/HA-Wide				-						
Activities										
					Original	Revised	Obligated	Expended		
HA-Wide	Acquistion and new development		1499		8,697,612	8,697,612			See plan submitted by agency	

PHA Name:		Grant Tv	pe and Number				Federal FY of Grant:
		Capital Fu	ınd Program Gran	t No:			2005
Detroit Housing Commission		Replacen	nent Housing Fact	or Grant No: MI28	8R00150205		2005
Development Number	<i>P</i>	All Fund Obligat	ed	A	ll Funds Expend	led	
Name/HA-Wide	(Ω)	uarter Ending D	ate)	(Q)	uarter Ending D	ate)	Reasons for Revised Target Dates
Activities							
	Original	Revised	Actual	Original	Revised	Actual	
Acquisition and new development	09/30/07	09/30/07		09/30/09	09/30/09		See plan submittted by the Agency

Signature of Executive Director & Date				

Anı	nual Statement/Performance and Evaluatio	n Report							
Cai	oital Fund Program and Capital Fund Prog	ram Replacement H	ousing Factor (C	CFP/CFPRHF)	Part 1: Summary				
PHA N		Grant Type and Number	Federal FY of Grant:						
Det	roit Housing Commission	MI28P00150102 Replacement Housing Factor G	MI28P00150102						
Or	riginal Annual Statement Reserve for Disasters/ Emerg)						
X Pe	rformance and Evaluation Report for Period Ending: 12/31	/ 04	Final Performance an	d Evaluation Report					
Line No.	Summary by Development Account	Total Estimate			Actual Cost				
		Original	Revised	Obligated	Expended				
1	Total non-CFP Funds								
2	1406 Operations	1,556,989	1,939,028	1,939,028	1,939,028				
3	1408 Management Improvements Soft Costs	1,939,028	1,939,028	1,938,722	1,039,123				
	Management Improvements Hard Costs	-	-	-	-				
4	1410 Administration	969,514	969,514	969,514	899,672				
5	1411 Audit	-	-	-	-				
6	1415 Liquidated Damages	-	-	-	-				
7	1430 Fees and Costs	747,500	424,720	121,447	75,980				
8	1440 Site Acquisition	-	-	-	-				
9	1450 Site Improvement	97,665	214,250	102,366	40,856				
10	1460 Dwelling Structures	3,830,949	3,863,446	3,616,695	550,552				
11	1465.1 Dwelling Equipment—Nonexpendable	60,000	71,690	71,690	-				
12	1470 Nondwelling Structures	252,761	69,687	69,687	9,600				
13	1475 Nondwelling Equipment	35,000	100,129	100,129	95,759				
14	1485 Demolition	-	48,650	48,650	-				
15	1490 Replacement Reserve	-	-	-	-				
16	1492 Moving to Work Demonstration	-	-	-	-				
17	1495.1 Relocation Costs	55,000	55,000	-	-				
18	1499 Development Activities		-	-	-				
19	1502 Contingency	150,736	-	-	-				
	Amount of Annual Grant: (sum of lines 2 to 19.)	9.695.142	9.695.142	8 977 928	4.650.571				

Annual Statement/Performance and Evaluation	on Report			
Capital Fund Program and Capital Fund Program	gram Replacement H	lousing Factor (C	CFP/CFPRHF)	Part 1: Summary
PHA Name:	Grant Type and Number			Federal FY of Grant:
Detroit Housing Commission	MI28P00150102 Replacement Housing Factor G	rant No:		2002
Original Annual Statement Reserve for Disasters/ Emerg	gencies	Revised Annual State	ment (revision no:4)
X Performance and Evaluation Report for Period Ending: 12/31	./ 04	Final Performance an	d Evaluation Report	
Line No. Summary by Development Account	Total Estimate	ed Cost	Total A	Actual Cost
	Original	Revised	Obligated	Expended
Amount of line related to LBP Activities	-	-	-	-
Amount of line related to Section 504 compliance	-	-	-	-
Amount of line related to Security -Soft Costs	1,565,851	1,182,655	1,182,655	1,037,323
Amount of line related to Security Hard Costs	-	-	-	-
Amount of line related to Energy Conservation Measures		-	-	-
Collateralization Expenses or Debt Service	-	-	-	-
Signature of Executive Director & Date				

PHA Name:		Grant Type and Nur	nber			Federal FY of Gran	nt:	
	etroit Housing Commission	MI28P00150102 Replacement Housin	g Factor Grant No:					2002
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Esti	mated Cost	Total Act	ual Cost	Status of Work
Trouvides				Original	Revised	Obligated	Expended	
HA-Wide	Operations	1406		1,556,989	1,939,028	1,939,028	1,939,028	
*** **** * * * * * * * * * * * * * * * *	140600020001	1100		4 407 077	4 405 055	4 407 077	4 00 7 000	
HA-Wide Mgmt Imp		1408		1,135,655	1,135,655	1,135,655	1,037,323	
IIA W.J. Marest I	140800020002	1400		420 100	47,000	47.000		
na-wide Mgiiti illip	Security program for senior sites 140800020003	1408		430,196	47,000	47,000	-	
HA-Wide Mgmt Imp	Maintenance Aides-Residents assisting in tasks to learn skills & earn wages	1408		87,412	47,000	47,000	-	
	140800020004							
HA-Wide Mgmt Imp	MIS Strategy - new hardware, software, networking, training and security	1408		140,000	114,710	114,404	1,800	PO#3035 Stategic Staffing Solutions (80k)
	140800020005							
HA-Wide Mgmt Imp	Staff & Resident Training 140800020006	1408		145,765	66,883	66,883	-	
HA-Wide Mgmt Imp	Technical AsstFinancial Workout Plan	1408		_	50,000	50,000	_	PO#2773 Casterline
HA-Wide Night hilp	140800020007	1406		-	30,000	30,000	-	FO#2113 Casternile
HA-Wide Mgmt Imp	Technical AsstIndefinite Quantities Contract	1408		-	385,056	385,056	-	Casterline
HA-Wide Mgmt Imp	Technical Assistance	1408		-	92,724	92,724	-	Casterline
HA-Wide Admin	Allocation of staff salaries@ 10% of annual	1410		969,514	969,514	969,514	899,672	
	grant 141000020010							
HA-Wide Fees & Costs	A& E services based on anticipated design and construction mgt. Costs	1430		247,500	303,337	121,447	75,980	PO#3091 Traverse Group (330)/PO#3633 Complete Appr(16500)/PO#3634Young- Walsh(20000)/Complete ApprPO#3635(\$5800)/Lakeshore EngPO#3656(\$5640)/PO#3544 Pravin Sheth(\$8800)
	143000020011							
HA-Wide Fees & Costs	Legal Services to MOD Division	1430		500,000	121,383			\$301,608 to MI108 Windows/\$77009 to 1475 Office equp
TTA TIVE 1 10 110	143000020012	1100			200 15-	202.45-	10.05-	D #4004 6 CTD0004
HA-Wide Dwelling Structures	Cyclical painting program	1460		-	380,437	380,437	13,863	Req#1831 from CFP2001

PHA Name:		Grant Type and Nun	ıber			Federal FY of Gran	ıt:	
	etroit Housing Commission	MI28P00150102 Replacement Housin	g Factor Grant No:					2002
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estir	mated Cost	Total Act	ual Cost	Status of Work
				Original	Revised	Obligated	Expended	
HA-Wide Cont.	Contingency @ 3% of grant	1502		150,736	-	-	-	37436 to MI 1-29 carpeting/6920 to MI 1- 05 sidewalks/25340 to MI 1-06 sidewalks/balance to Warren West lobby upgrades
	150210020016							
HA-Wide Non Dwelling Equip.	Appliances	1465.1	400	60,000	71,690	71,690	-	PO#3412 Sears
	146500200008							
HA-Wide Non Dwelling Structures	Fire Suppression @ 2211 Orleans	1470		150,000	-	-	-	budget to CFP2003
	147020020001							
HA-Wide Non Dwelling Structures	Air conditioning replacement @ 2200 Riopelle	1470	1 air conditioning unit	-	9,600	9,600	9,600	PO#2686 Walker's Heating & Cooling from scattered sites
	147020020004							
HA-Wide Non Dwelling Equip.	Office Equipment	1475		35,000	75,098	75,098	74,606	PO#2141 XEROX/PO#3240 Detroit Ind Sales
	147500020001							
HA-Wide Non Dwelling Equip.	Computer replacement	1475		-	20,031	20,031	16,153	PO# 2779 SEHI Computer Products (12,910)/PO#2801 SEHI Computer Products (632)/PO#2780 DOPAR (4000)/PO3219 OAS(463)/PO3220 OAS(875)/PO3237 OAS(261)/PO#3240 DET IND.(889.75)
HA-Wide	Relocation costs	1495.1		55,000	55,000	-	-	Requisition#1821
	149510020015			,	,			
MI 1-05 Charles Terrace	Sidewalk replacements	1450	2 sites	-	3,684	1,850	1,850	PO#2841 Green's Enterprise from contingency
	145020020042	—						
MI 1-06 Smith Homes	Sidewalk replacements, trash container storage area, and wheelchair ramp	1450	1 office/1 ramp/1 area	-	21,656	21,656	21,656	PO#2840 GM Engineers (9300)/PO#2842 Nulook Construction (12356) from contingency
	145020020043							<u> </u>
MI -07 Jeffries	Installation of vertical blinds@ Bldg. 502	1460	1 bldg.	-	49,491	49,491	-	PO#3581-Kar Vertical Blinds
MI 1-08 Douglas	Landscape Upgrade/Sprinkler Installation	1450			95,000			
MI 1-08 Douglas	Window Installation @ Bldg. 1301	1460	434 windows		301,608	301,608		Filmore Const. DHC#1845

PHA Name:		Grant Type and Nu	nber			Federal FY of Gran	ıt:	
	etroit Housing Commission	MI28P00150102 Replacement Housin	g Factor Grant No:					2002
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estir	mated Cost	Total Acti	ual Cost	Status of Work
				Original	Revised	Obligated	Expended	
MI 1-08 Douglas	Demolition of high rises	1485	2 bldgs		48,650	48,650		North American Dismantling DHC#1835
MI 1-11 Forest Park	Generator annunciator panel relocation	1460	1 panel	-	847	847	847	Contract#1808 Litt Electric c/o#1 from CFP2001
	146020020021							
MI 1-15 Sojourner Truth	504 Conversion & Vistability Conversion	1460	186 units	-	2,228,151	2,228,151	-	Contract#1849 Filmore Construction
MI 1-18 Sheridan I	Generator annunciator panel relocation	1460	1 panel	-	847	847	847	Contract#1808 Litt Electric c/o#1 from CFP2001
MI 1-19 Scattered Sites	146020020021 Repair sidewalks & driveways to codes as necessary	1450		13,533	16,030	16,030	-	9600 to HA-Wide air conditioning/PO3363 Green's Ent 9237 Cheyenne;17561 Cherrylawn;18625 Wisconsin; 20451 Griggs
	145020020024							
MI 1-19 Scattered Sites	Repair/replace all systems to codes as necessary	1460	8 units	19,533	10,815	10,815	10,815	PO#3515 Raby Bldrs/PO#3516 Raby Bldrs
MI 1-19 Scattered	146020020001 Repairs/replace all facets of bldg to code as	1460	8 units	23,533	_	_	_	10609 to Scat site#21/9651 to MI 1-28
Sites	necessary incl. Garages							
MI 1-19 Scattered Sites	Repair/replace all in-unit fixtures, systems & entry doors to code	1460	8 units	17,533	3,873	3,873	2,905	5K to MI 1-27 trash compactor/6048 to M 1-27 door replacement/PO3372 Walker's H&C(3873.14)
	146020020003							
MI 1-20 Scattered Sites	Repair sidewalks & driveways to codes as necessary	1450	8 units	13,533	8,863	4,500	4,500	PO#3084 8295 Terry (4500) A1 Bldrs
MI 1 00 C 11 1	145020020028	1400	0 '	10.500	0.000	0.070	0.007	D00070 W II + H0 C(0070 44)
MI 1-20 Scattered Sites	Repair/replace all systems to codes as necessary	1460	8 units	19,533	6,980	3,873	2,905	PO3372 Walker's H&C(3873.14)
MI 1-20 Scattered Sites	146020020004 Repairs/replace all facets of bldg to code as necessary incl. Garages/roof replacement	1460	8 units	23,533	9,590	9,590	5,090	PO#3084 8877 Hartwell (5090) & 8295 Terry (4500)
MI 1-20 Scattered	146020020005 Repair/replace all in-unit fixtures, systems &	1460	8 units	17,533		_		17,192 to Scat Site#21 for 18400 Stoepel
Sites	entry doors to code 146020020006	1400	o unto	17,000				1,,10% to beat bite##1 for 10100 blocker

PHA Name:		Grant Type and Nu	nber			Federal FY of Gran	ıt:	
D	etroit Housing Commission	MI28P00150102 Replacement Housin	ng Factor Grant No:					2002
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estin	mated Cost	Total Act	ual Cost	Status of Work
				Original	Revised	Obligated	Expended	
MI 1-21 Scattered Sites	Repair sidewalks & driveways to codes as necessary	1450	8 units	13,533	14,963	14,963	-	A1 Bldrs15811 Coyle (2960)A1 Bldrs/15859 Rutherford (1275)A1Bldrs/17179 Snowden (905)A1 Bldrs/PO#3514 for 18400 Stoepel (3623)/PO#3363 18691 Tracey Green's Ent.
MILOLG II I	145020020032	1400	0 '1	10.500	10 140	0.000	7.010	/D #9100 M/T A 1 C
MI 1-21 Scattered Sites	Repair/replace all systems to codes as necessary/furnace replacement	1460	8 units	19,533	12,146	9,998	5,810	/Req#2193 W.T. Andrew furnace replacement (676)/PO#3514 for 18400 Stoepel (1548)/PO#3372 Walker's H&C(7746.28)
	146020020007							
MI 1-21 Scattered Sites	Repairs/replace all facets of bldg to code as necessary incl. Garages/roof replacement	1460	9 units	23,533	69,065	69,065	50,475	PO#3084 14535 St. Marys (5760)/15780 Rutherford (11,500)//10001 Hubbell (3,800)/19462 Burt Rd. (4860)/19750 Appoline (3520)/20156 Derby (7200)/19381 Teppeat (3700)/16819 Greenview (5300)/Req#2257 for 18400 Stoepel (208)/po#2913-18474 Hartwell(5195)/Raby Bldrs-17187 Greenlawn (5900);20126 Northlawn(4590);17579 Santa Barbara(8100)
	146020020008							
MI 1-21 Scattered Sites	Repair/replace all in-unit fixtures, systems & entry doors to code 146020020009	1460	8 units	17,533	41,904	41,336	345	Req#2052 for 13645 Wadsworth (223) & PO#3514 for 18400 Stoepel (41,681)/PO2993A-1 Business Prod 1800 Griggs
MI 1-26 State Fair	Upgrade landscaping, fencing, signange,	1450	1 parcel	30,000		_		budget to CFP2003
1 &o Diale Fall	sprinklers 145020020041	1430	1 parcer	30,000				buuget to CF1 2000
MI 1-26 State Fair	Comprehensive unit modification	1460	200 units	2,648,969	_	_		budget to CFP2003
THE LO DIME PAIL	146020020010	1400	200 ums	۵,040,000				budget to O11 2000
MI 1-26 State Fair	Generator annunciator panel relocation	1460	1 panel	-	1,146	1,146	1,146	Contract#1808 Litt Electric c/o#1 from CFP2001
MT 4 00 H1	146020020021		140 **	070 005				l l crmacas
MI 1-27 Warren West	Air conditioning/HVAC upgrades	1460	143 units	878,985	-	-	-	budget to CFP2001
	146020020011							

PHA Name:		Grant Type and Nu	mber			Federal FY of Gran	ıt:	
D	etroit Housing Commission	MI28P00150102 Replacement Housi	ng Factor Grant No:					2002
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Esti	mated Cost	Total Acti	ual Cost	Status of Work
		•		Original	Revised	Obligated	Expended	
MI 1-27 Warren West	Trash compactor replacement	1475	1 compactor	-	5,000	5,000	5,000	PO#2859 CW Contract Welding
	146010010056							
MI 1-27 Warren West	Front door and frame replacement to a sliding system	1460	1 sliding door	-	6,048	6,048	6,048	PO#2880 Detroit Door & Hardware
	146020020022							
MI 1-27 Warren West	Lobby/Common area upgrades	1470	1 lobby	102,761	-	-	-	budget to CFP2003
	147020020002							
MI 1-28 Conner Waveney	Access control & CCTV	1460	139 units	-	219,626	-	-	Req#1660
	146020020018							
MI 1-28 Conner Waveney	Comprehensive unit modification	1460	139 units	-	397,980	397,980	382,884	Contract#1821 G. Fisher c/o#2 (500,290)
	146020020020							
MI 1-29 Harriet Tubman	Generator annunciator panel relocation	1460	1 panel	-	847	847	847	Contract#1808 Litt Electric c/o#1
	146020020021							
MI 1-29 Harriet Tubman	Carpet replacement	1470	280 sq. yds ground floor/152.7 sq. yds. floors 2-12	-	60,087	60,087	-	PO#3403 Motor City Carpets
	14702002003							
MI 1-37 Scattered Sites	Repair sidewalks & driveways to codes as necessary	1450	8 units	13,533	36,636	26,988	-	Req#1648 for 8167 LaSalle (860)/(604)/9237 Cheyenne (1900)/Jojful Const4221 Tuxedo(26988)
	145020020036							
MI 1-37 Scattered Sites	Repair/replace all systems to codes as necessary	1460	8 units	19,533	18,484	7,746	5,810	Req#1648 for 8167 LaSalle (768)/PO3373 Walker's H&C(7746.28)
	146020020012							
MI 1-37 Scattered Sites	Repairs/replace all facets of bldg to code as necessary incl. Garages/roof replacement	1460	8 units	24,814	42,115	42,115	42,115	PO#2700 Nulook Construction for 18026 Mendota (3,412.37)/Req#1648 for 8167 LaSalle (4771) & 16141 Cherrylawn (173)/ PO#3084 19431 Burt Rd. (4870) & 17584 Roselawn (10300)/Raby Bldrs 19431 Burt Rd (1900)
MI 1 07 C 11 1	146020020013	1400	0 "	10.050				M 11
MI 1-37 Scattered Sites	Repair/replace all in-unit fixtures, systems & entry doors to code	1460	8 units	16,252	-	-		Moved above

PHA Name:		Grant Type and N	lumber			Federal FY of Gra	nt:	
	etroit Housing Commission	MI28P00150102 Replacement Hou	sing Factor Grant No:					2002
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev Acc No	t Quantity	Total Est	imated Cost	Total Act	ual Cost	Status of Work
				Original	Revised	Obligated	Expended	
	146020020014							
_	Repair sidewalks & driveways to codes as necessary	145	0 8 units	13,533	17,418	16,379	12,850	PO#2624 Clarks Construction for 12882 Woodingham (12,850) /PO#3513 for 18644 Rutherford (3529)
	145020020040							
MI 1-38 Scattered Sites	Repair/replace all systems to codes as necessary 146020020015	146	0 8 units	19,533	10,458	4,848	2,905	PO#3513 18644 Rutherford (975)/PO3372 Walker's H&C(3873.14)
	Repairs/replace all facets of bldg to code as necessary incl. Garages/roof replacement	146	0 8 units	23,533	37,363	37,363	14,050	PO#3513 for 18644 Rutherford (12988) PO#3084 8061 Whitcomb (4200)/19367 Cherrylawn (4650)/15779 Plainview (4200)/18420 Mansfield (5200)/PO#3512 Prevost-A1Bldrs
	146020020016							
MI 1-38 Scattered Sites	Repair/replace all in-unit fixtures, systems & entry doors to code	146	0 8 units	17,533	12,778	7,823	-	PO#3513 for 18644 Rutherford (7823)
	146020020017							
MI 1-45 Sheridan II	Generator annunciator panel relocation	146	0 1 panel	-	847	847	847	Contract#1808 Litt Electric c/o#1 from CFP2001
	146020020021							

PART III: Implementation Schedule PHA Name:		Grant Tvo	pe and Number				Federal FY of Grant:	
		MI28P001						
Detroit Housing Commission			ent Housing Fact		2002			
Development Number	Α	All Fund Obligate	ed	A	ll Funds Expend	ed		
Name/HA-Wide	(0	uarter Ending Da	ata)	(0)	uarter Ending D	ata)	Reasons for Revised Target Dates	
Activities				(Quarter Ending Date)				
	Original	Revised	Actual	Original	Revised	Actual		
HA Wide: Police	06/30/04		04/30/03	06/30/06				
HA Wide: Resident Monitors/security program for senior sites	06/30/04		04/30/03	06/30/06			 	
VI. 8								
HA Wide: Maintenance Aides	06/30/04		04/30/03	06/30/06				
HARRI MOH . I	00/00/04			00/00/00				
HA Wide: MIS Upgrades HA Wide: Staff & Resident Training	06/30/04 06/30/04		04/30/03	06/30/06 06/30/06				
11A Wide. Staff & Resident Hanning	00/30/04		04/30/03	00/30/00				
HA-Wide: Technical assistance-Financial workout plan	06/30/04		07/31/03	06/30/06				
HA-Wide: Technical assistance-Indefinite Quantities Contract	06/30/04			06/30/06				
HA-Wide: Technical Assistance	06/30/04			06/30/06				
11A-Wide. Technical Assistance	00/30/04			00/30/00				
HA Wide: Administration	06/30/04		04/30/03	06/30/06				
HA Wide: Non-dwelling structures	06/30/04			06/30/06				
HA-Wide: Cyclical painting program	06/30/04			06/30/06			from CFP2001	
HA Wide: Office Equipment	06/30/04			06/30/06				
HA Wide: Appliances	06/30/04			06/30/06				
HA Wide: Fees & Costs	06/30/04			06/30/06				
HA Wide: Relocation costs	06/30/04			06/30/06				
MI 1-05 Charles Terrace-sidewalk replacements	06/30/04			06/30/06				
MI 1-06 Smith Homes-sidewalk replacements, trash container storage area, &	06/30/04			06/30/06				
MI 1-07 Jeffries: Installation of vertical blinds @ Bldg. 502	06/30/04			06/30/06			from CFP2001	
MI 1-08 Douglas: Window Installation @ Bldg. 1301		06/30/04			06/30/06		from CFP2003	
MI 1-11 Forest Park: Generator annunciator panel relocation	06/30/04			06/30/06			from CFP2001	
MI 1-15 Sojourner Truth: 504 conversion & vistability conversion	06/30/04		06/30/03	06/30/06			from CFP2001	
MI 1-18 Sheridan I: Generator annunciator panel relocation	06/30/04			06/30/06			from CFP2001	
MI 1-19 Scattered Sites-Repair/ replace all systems to code as necessary	06/30/04			06/30/06				
MI 1-19 Scattered Sites-Repair/replace all facets of bldg to code as necessary incl.	06/30/04			06/30/06				
Garages								
MI 1-19 Scattered Sites-Repair/replace all in-unit fixtures, systems & entry doors to code	06/30/04			06/30/06				
MI 1-20 Scattered Sites-Repair sidewalks & driveways to code as necessary	06/30/04			06/30/06				
MI 1-20 Scattered Sites-Repair/ replace all systems to code as necessary	06/30/04			06/30/06				
MI 1-20 Scattered Sites-Repair/replace all facets of bldg to code as necessary incl. Garages	06/30/04			06/30/06				
MI 1-20 Scattered Sites-Repair/replace all in-unit fixtures, systems & entry doors to code	06/30/04			06/30/06				
MI 1-21 Scattered Sites-Repair sidewalks & driveways to code as necessary	06/30/04			06/30/06				
MI 1-21 Scattered Sites-Repair/ replace all systems to code as necessary	06/30/04			06/30/06				
MI 1-21 Scattered Sites-Repair/replace all facets of bldg to code as necessary incl. Garages	06/30/04			06/30/06				

PHA Name:		Grant Ty	pe and Number				Federal FY of Grant:
Detroit Housing Commission		MI28P001		2002			
Development Number	A	All Fund Obligate	nent Housing Fact ed		ll Funds Expend	led	
Name/HA-Wide		uarter Ending D			uarter Ending D		Reasons for Revised Target Dates
Activities							
NOTATION OF THE PROPERTY OF TH	Original	Revised	Actual	Original	Revised	Actual	
MI 1-21 Scattered Sites-Repair/replace all in-unit fixtures, systems & entry doors to code	06/30/04			06/30/06			
MI 1-26 State Fair-Generator annunciator panel relocation	06/30/04			06/30/06			from CFP2001
MI 1-27 Warren West-Air conditioning/HVAC upgrades	06/30/04			06/30/06			
MI 1-27 Warren West-Lobby/Common area upgrades	06/30/04			06/30/06			
MI 1-28 Conner-Waveney-Access control & CCTV	06/30/04			06/30/06			
MI 1-28 Conner-Waveney-Comprehensive unit modification	06/30/04			06/30/06			
MI 1-29 Harriet Tubman-Generator annunciator panel relocation	06/30/04			06/30/06			from CFP2001
MI 1-29 Harriet Tubman-Carpet replacement	06/30/04			06/30/06			
MI 1-37 Scattered Sites-Repair sidewalks & driveways to code as necessary	06/30/04			06/30/06			
MI 1-37 Scattered Sites-Repair/ replace all systems to code as necessary	06/30/04			06/30/06			
MI 1-37 Scattered Sites-Repair/replace all facets of bldg to code as necessary incl. Garages	06/30/04			06/30/06			
MI 1-37 Scattered Sites-Repair/replace all in-unit fixtures, systems & entry doors to code	06/30/04			06/30/06			
MI 1-38 Scattered Sites-Repair sidewalks & driveways to code as necessary	06/30/04			06/30/06			
MI 1-38 Scattered Sites-Repair/ replace all systems to code as necessary	06/30/04			06/30/06			
MI 1-38 Scattered Sites-Repair/replace all facets of bldg to code as necessary incl. Garages	06/30/04			06/30/06			
MI 1-38 Scattered Sites-Repair/replace all in-unit fixtures, systems & entry doors to code	06/30/04			06/30/06			
MI 1-45 Sheridan II: Generator annunciator panel relocation	06/30/04			06/30/06			from CFP2001
Signature of Executive Director & Date							
			l	1	l	1	

al Annual Statement Reserve for Disasters/ Emergmance and Evaluation Report for Period Ending: 10-31 Inmary by Development Account al non-CFP Funds 6 Operations 8 Management Improvements Soft Costs Management Improvements Hard Costs 0 Administration 1 Audit 5 Liquidated Damages 6 Fees and Costs 0 Site Acquisition		Revised Annual States Final Performance and ted Cost Revised 1,900,702 1,801,302 - 950,351		Expended
al non-CFP Funds 6 Operations 8 Management Improvements Soft Costs Management Improvements Hard Costs 0 Administration 1 Audit 5 Liquidated Damages 0 Fees and Costs	Total Estimal Original 1,900,702 1,900,702 - 950,351	Final Performance and ted Cost Revised 1,900,702 1,801,302 - 950,351	Total Actu Obligated 1,900,702 1,801,302 -	Expended
al non-CFP Funds 6 Operations 8 Management Improvements Soft Costs Management Improvements Hard Costs 0 Administration 1 Audit 5 Liquidated Damages 0 Fees and Costs	Total Estimal Original 1,900,702 1,900,702 - 950,351	1,900,702 1,801,302 - 950,351	Total Actu Obligated 1,900,702 1,801,302 -	Expended
6 Operations 8 Management Improvements Soft Costs Management Improvements Hard Costs 0 Administration 1 Audit 5 Liquidated Damages 0 Fees and Costs	1,900,702 1,900,702 - 950,351 -	1,900,702 1,801,302 - 950,351	1,900,702 1,801,302	
6 Operations 8 Management Improvements Soft Costs Management Improvements Hard Costs 0 Administration 1 Audit 5 Liquidated Damages 0 Fees and Costs	1,900,702 - 950,351 - -	1,801,302 - 950,351	1,801,302	1,900,702
8 Management Improvements Soft Costs Management Improvements Hard Costs 0 Administration 1 Audit 5 Liquidated Damages 0 Fees and Costs	1,900,702 - 950,351 - -	1,801,302 - 950,351	1,801,302	1,900,702
Management Improvements Hard Costs 0 Administration 1 Audit 5 Liquidated Damages 0 Fees and Costs	950,351	950,351	-	-
0 Administration 1 Audit 5 Liquidated Damages 0 Fees and Costs	-	,	950,351	-
1 Audit 5 Liquidated Damages 0 Fees and Costs	-	,	950,351	
5 Liquidated Damages 0 Fees and Costs	-	-		-
0 Fees and Costs			-	-
	485 000	-	-	-
0 Site Acquisition	403,000	595,768	-	-
	-	-	-	-
0 Site Improvement	267,665	=	-	-
0 Dwelling Structures	2,569,608	2,942,544	-	-
5.1 Dwelling Equipment—Nonexpendable	60,000	-	-	-
0 Nondwelling Structures	959,480	1,203,902	352,332	-
5 Nondwelling Equipment	175,000	53,939	28,939	-
5 Demolition	-	-	-	-
0 Replacement Reserve	-	-	-	-
2 Moving to Work Demonstration	-	-	-	-
5.1 Relocation Costs	55,000	55,000	-	-
9 Development Activities	-	-	-	-
2 Contingency	180,000	-	-	-
ount of Annual Grant: (sum of lines 2 to 19.)	9,503,508	9,503,508	5,033,627	1,900,702
ount of line related to LBP Activities	-	-	-	-
ount of line related to Section 504 compliance	-	-	-	-
ount of line related to Security -Soft Costs	420,545	420,545	420,545	-
ount of line related to Security Hard Costs	-	=	-	-
ount of line related to Energy Conservation Measures	-	-	-	-
lateralization Expenses or Debt Service	-	-	-	-
	5.1 Dwelling Equipment—Nonexpendable D Nondwelling Structures D Nondwelling Equipment D Development Reserve Moving to Work Demonstration D Replacement Reserve Development Activities D Development Activities C Contingency Dunt of Annual Grant: (sum of lines 2 to 19.) Dunt of line related to LBP Activities Dunt of line related to Security –Soft Costs Dunt of line related to Security – Hard Costs Dunt of line related to Energy Conservation Measures	5.1 Dwelling Equipment—Nonexpendable 60,000 0 Nondwelling Structures 5 Nondwelling Equipment 175,000 5 Demolition 7 Dependition 7 Replacement Reserve 2 Moving to Work Demonstration 5.1 Relocation Costs 7 Development Activities 7 Development Activities 7 Development Activities 8 Development Activities 9 Development Activ	5.1 Dwelling Equipment—Nonexpendable 60,000 - D Nondwelling Structures 959,480 1,203,902 D Nondwelling Equipment 175,000 53,939 D Development Reserve - D Moving to Work Demonstration - D Replacement Reserve - D Moving to Work Demonstration - D Development Activities - D Development Activiti	5.1 Dwelling Equipment—Nonexpendable 60,000 - - -

PHA Name:	pporting rages	nt Type and Num				Federal FY of Grant:		
	Detroit Housing Commission	oital Fund Program placement Housing	Grant No: MI28P0 Factor Grant No:	00150103				2003
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimat	ed Cost	Total Ac	tual Cost	Status of Work
				Original	Revised	Obligated	Expended	
HA-Wide	Operations-20% of annual grant 140600020001	1406	20%	1,900,702	1,900,702	1,900,702	1,900,702	
HA-Wide Mgt. Imp.	DHC Police-Security	1408		420,545	420,545	420,545		
•	140800020002							
HA-Wide Mgt. Imp.	Resident Caretakers & Senior Trackers-security monitoring at senior sites, resident employment	1408		130,196	130,196	130,196		
	140800020003							
HA-Wide Mgt. Imp.	Maintenance Aides-residents assisting in tasks to learn skills and earn wages 140800020004	1408		87,412	87,412	87,412		
HA-Wide Mgt. Imp.	MIS Upgrades-new hardware, software, networking, training and security 140800020005	1408		145,000	95,600	95,600		\$49400 to CFP03 Bonus
HA-Wide Mgt. Imp.	Staff & Resident Training-continuation of ongoing program to educate & train personnel	1408		50,000	-			To CFP03 Bonus
	140800020006							
HA-Wide Mgt. Imp.	Staff Salaries - Resident Services & MAPS Staff	1408		1,067,549	1,067,549	1,067,549		
TTA XX/: J. A J:	140800020007 Allocation of staff salaries necessary to	1410	10%	950.351	950.351	950,351		
HA-wide Admin.	administer grant 141000020010	1410	10%	950,351	950,351	950,351		
HA-Wide Fees & Costs	A&E services based on anticipated design and construction mgt. Costs 143000020011	1430		285,000	595,768			
HA-Wide Fees & Costs	Construction administration/construction management	1430		200,000	-			To CFP2005/funds to MI 1-15 change order
HA-Wide Dwelling Structures	143000020012 504 Compliance Physical Improvements @ DHC properites	1460		250,000	-			To CFP2005/funds to H2O lines MI 1-26
HA-Wide Non-	146020030013 Appliances	1465.1		60,000				to CFP03 Bonus
Dwelling Equip.	••	1100.1		00,000				to off to bonds
	146500200008							

PHA Name:		Grant Type and Nur				Federal FY of Grant:		
	Detroit Housing Commission	Capital Fund Program		00150103				2003
Development	I	Replacement Housin	g Factor Grant No:					
Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimate	ed Cost	Total Ac	ctual Cost	Status of Work
HA-Wide Non- Dwelling Structures	Fire Suppression @ 2211 Orleans	1470		150,000	-			from CFP2002 /funds to Reconfiguration at 2211/work item to CFP2005
	147020030001							
HA-Wide Non- Dwelling Structures	Reconfiguration @ 2211 Orleans - Phase I	1470		331,253	371,961	352,332		
HA-Wide Non- Dwelling Structures	Reconfiguration @ 2211 Orleans - Phase II	1470		-	706,958			
*** **** **	147020030002			101.701				AND
HA-Wide Non- Dwelling Structures	Site signange 147020030003	1470	4 sites	404,594	124,983			\$279611 to CFP2005/funds to Reconfiguration @ 2211
HA-Wide Non-	Maintenance Equipment	1475		150,000	28,939	28,939		\$30,000 to appliances/\$91061 to CFP04
Dwelling Equip.		1473		130,000	20,333	20,939		350,000 to appnances/351001 to CF1 04
	147520030001							
HA-Wide Non- Dwelling Equip.	Computer Replacement	1475		25,000	25,000			
	147520030002							
HA-Wide	Relocation Costs	1495.1		55,000	55,000			
*** *** *	149510030015	1700		100.000				7 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
HA-Wide	Contingency @ 3% of annual grant	1502		180,000	-			to Reconfiguration @ 2211 Orleans
MI 1-07 Jeffries Homes	Parking Lot Upgrade	1450		200,000	-			Work item to CFP2005/funds to \$138055 Reconfig. @ 2211/\$111945 to MI1-29 H2O lines
	145020030001							
MI 1-07 Jeffries Homes	Vacant Unit Reduction	1460	29 units	290,000	=			Work item to CFP2005/funds to MI 1-29 H2O lines
	146020030014							
MI 1-08 Douglas Homes	Window Replacement	1460		301,608	-			Work Item to CFP2005/funds to MI 1-29 H2O lines
	146020030015							
MI 1-08 Douglas Homes	_	1460		172,571	=			Work item to CFP2005/funds to MI 1-29 H2O lines
MI 1 00 D	146020030016	1400	0 1	00.000				TE CEPRODE C. L. MI 1 15 L.
MI 1-08 Douglas Homes	Vacant Unit Reduction	1460	6 units	60,000	-			To CFP2005/funds to MI 1-15 change order
) M 4 45 G 1	146020030017	4400	100 11		004.4			d o l
MI 1-15 Sojourner Truth Homes	Comp Mod Rehab - Phase I	1460	186 units		934,411			Change Order
MI 1-19 Scattered Sites	Repair sidewalks and driveways to code as necessary	1450	8 units	13,533	-			To CFP2005/funds to MI 1-15 change order

PHA Name:			nt Type and Num				Federal FY of Grant:		
	Detroit Housing Commission			Grant No: MI28P	00150103				2003
D 1 .	g	Re	placement Housing	g Factor Grant No:					T
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estima	ted Cost	Total Ad	ctual Cost	Status of Work
MI 1-19 Scattered	Repair and replace all systems to codes as		1460	8 units	17.406	_			To CFP2005/funds to MI 1-15 change order
Sites	necessary 146020030018		1100	o umo	17,100				TO OTT BOOK TAINED TO WITT TO CHANGE OTHER
MI 1 10 Coattored	Repair and replace all facets of building to code		1460	8 units	21,406				To CFP2005/funds to MI 1-15 change order
Sites	as necessary including garages 146020030019		1400	o units	21,400	-			10 CFF2003/1unds to M1 1-13 Change order
MI 1 10 Coattoned	Repair and replace all in-unit fixtures, systems		1460	8 units	15.406				To CFP2005/funds to MI 1-15 change order
Sites	and entry doors to code		1400	o units	15,400	-			10 CFF2003/1unus to M1 1-13 Change order
M 1 10 C # 1	146020030020		1400	0 1	00.000				T. OFD0007/C 1 + MI 1 17 1 - 1
MI 1-19 Scattered Sites	Vacant Unit Reduction		1460	6 units	60,000	-			To CFP2005/funds to MI 1-15 change order
	146020030021								
MI 1-20 Scattered Sites	necessary		1450	8 units	13,533	=			To CFP2005/funds to MI 1-15 change order
M 1 00 C # 1	145020030003		1400	0 ''	17 400				T OFFICE I AND A TELL I
MI 1-20 Scattered Sites	Repair and replace all systems to codes as necessary		1460	8 units	17,406	-			To CFP2005/funds to MI 1-15 change order
NG 4 00 G 1	146020030022		4.400	0 1:	04.400				TI CUIDOCOTIC 1 . MI 4 45 1
MI 1-20 Scattered Sites	Repair and replace all facets of building to code as necessary including garages		1460	8 units	21,406	-			To CFP2005/funds to MI 1-15 change order
) (T 4 00 C 1	146020030023		4.400	0 1:	45 400				TI CUIDOCOTIC 1 . MILATE 1
Sites	Repair and replace all in-unit fixtures, systems and entry doors to code 146020030024		1460	8 units	15,406	-			To CFP2005/funds to MI 1-15 change order
M 1 00 C # 1			1400	F	50,000				T OFFICE I AND A TELL I
MI 1-20 Scattered Sites			1460	5 units	50,000	-			To CFP2005/funds to MI 1-15 change order
10.1010	146020030025				10 700				T. OTTOGORIO I
MI 1-21 Scattered Sites	Repair sidewalks and driveways to code as necessary		1450	8 units	13,533	-			To CFP2005/funds to MI 1-15 change order
3.57.4.04.5	145020030004		4 400		45.400				T. OTTOGORIO I MATALITA
MI 1-21 Scattered Sites	Repair and replace all systems to codes as necessary		1460	8 units	17,406	-			To CFP2005/funds to MI 1-15 change order
MI 1 01 C# 1	146020030026 Repair and replace all facets of building to code	<u> </u>	1460	0	01 400				T- CFD9007/C
Sites	as necessary including garages		1460	8 units	21,406	-			To CFP2005/funds to MI 1-15 change order
MI 1 01 C# 1	146020030027	<u> </u>	1400	0	15 400				T- CFD9007/C
MI 1-21 Scattered Sites	and entry doors to code		1460	8 units	15,406	-			To CFP2005/funds to MI 1-15 change order
367 4 64 -	146020030028	L_							
MI 1-21 Scattered Sites	Vacant Unit Reduction		1460	25 units	250,000	=			Work Item to CFP2005/Funds to MI 1-26 H2O lines
	146020030029								
MI 1-26 State Fair Apts	Emergency Repair of H2O Supply lines		1460			1,212,904			

PHA Name:			ınt Type and Num				Federal FY of Grant:				
	Detroit Housing Commission		pital Fund Program		00150103				2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estima	ted Cost	Total Ad	ctual Cost	Status of Work		
MI 1-27 Warren West	Lobby/Common Area Upgrades		1470	1 lobby	73,633	-			from CFP2002/to CFP2005/funds to MI 1-26 H2O lines		
MI 1 97 C 4 J	147020030004		1450	0	13,533				T- CED0007/5		
Sites	Repair sidewalks and driveways to code as necessary 145020030005		1450	8 units	13,533	-			To CFP2005/funds to MI 1-15 change order		
MI 1-37 Scattered Sites	Repair and replace all systems to codes as necessary 146020030030		1460	8 units	17,406	-			To CFP2005/funds to MI 1-15 change order		
MI 1-37 Scattered Sites	Repair and replace all facets of building to code as necessary including garages 146020030031		1460	8 units	21,406	-			To CFP2005/funds to MI 1-15 change order		
MI 1-37 Scattered Sites	Repair and replace all in-unit fixtures, systems and entry doors to code 146020030032		1460	8 units	15,406	-			To CFP2005/funds to MI 1-15 change order		
MI 1-37 Scattered Sites	Vacant Unit Reduction		1460	11 units	110,000	-			To CFP2005/funds to MI 1-15 change order		
MI 1-38 Scattered Sites	necessary		1450	8 units	13,533	-			To CFP2005/funds to MI 1-15 change order		
MI 1-38 Scattered Sites	145020030006 Repair and replace all systems to codes as necessary 146020030034		1460	8 units	17,406	-			To CFP2005/funds to MI 1-15 change order		
MI 1-38 Scattered Sites	Repair and replace all facets of building to code as necessary including garages		1460	8 units	21,406	-			To CFP2005/funds to MI 1-15 change order		
MI 1-38 Scattered Sites	146020030035 Repair and replace all in-unit fixtures, systems and entry doors to code		1460	8 units	15,405	-			To CFP2005/funds to MI 1-15 change order		
MI 1-38 Scattered Sites	146020030036 Vacant Unit Reduction		1460	8 units	80,000	-			To CFP2005/funds to MI 1-15 change order		
	146020030037										
MI 1-50 Brewster Homes	Installation of air conditioning		1460		674,340	795,229					
	146020030038										

PHA Name:		Grant Ty	pe and Number	•	•	•	Federal FY of Grant:
Detroit Housing Commission			and Program Gran ment Housing Fac	nt No: MI28P0015 tor Grant No:	2003		
Development Number	A	ll Fund Obligate	ed	A	ll Funds Expend	led	
Name/HA-Wide Activities	(Qı	(Quarter Ending Date) (Quarter Ending Date)				ate)	Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide: Police & Security	09/16/05			09/16/07			
HA-Wide: MIS Upgrades	09/16/05			09/16/07			
HA Wide: Staff & Resident Training	09/16/05			09/16/07			
HA-Wide Administation	09/16/05			09/16/07			
HA-Wide Fees & Costs	09/16/05	•		09/16/07			
HA-Wide- Non Dwelling Equipment	09/16/05	•		09/16/07			
HA-Wide Relocation Costs	09/16/05	•		09/16/07			

Anı	nual Statement/Performance and Evaluation	n Report					
Car	oital Fund Program and Capital Fund Prog	gram Replacement 1	Housing Factor (C	CFP/CFPRHF)	Part 1: Summary		
PHA N		Grant Type and Number	-	•	Federal FY of Grant:		
Det	roit Housing Commission	Capital Fund Program Grant			2003		
		Replacement Housing Factor					
_	iginal Annual Statement Reserve for Disasters/ Emer	O .	ement (revision no: 1	•			
	rformance and Evaluation Report for Period Ending:10/31	/05	Final Performance a	and Evaluation Report			
Line No.	Summary by Development Account	Total Estima	ated Cost	Total A	Actual Cost		
110.		Original	Revised	Obligated	Expended		
1	Total non-CFP Funds	J. J		<u> </u>	•		
2	1406 Operations	336,173	336,173	336,173	-		
3	1408 Management Improvements Soft Costs	336,173	301,104	168,087	-		
	Management Improvements Hard Costs	-	-	-	-		
4	1410 Administration	336,173	336,173	336,173	-		
5	1411 Audit	-	-	-	-		
6	1415 Liquidated Damages	-	-	-	-		
7	1430 Fees and Costs	-	-	-	-		
8	1440 Site Acquisition	-	-	-	-		
9	1450 Site Improvement	-	-	-	-		
10	1460 Dwelling Structures	836,173	2,275,984	-	-		
11	1465.1 Dwelling Equipment—Nonexpendable	-	112,300	-	-		
12	1470 Nondwelling Structures	348,955	-	-	-		
13	1475 Nondwelling Equipment	-	-	-	-		
14	1485 Demolition	-	-	-	-		
15	1490 Replacement Reserve	-	-	-	-		
16	1492 Moving to Work Demonstration	-	-	-	-		
17	1495.1 Relocation Costs	-	-	-	-		
18	1499 Development Activities	1,000,000	-	-	-		
19	1502 Contingency	168,087	-	-	-		
	-						
	Amount of Annual Grant: (sum of lines 2 to 19.)	3,361,734	3,361,734	840,433	-		
	Amount of line related to LBP Activities	-	-	-	-		
	Amount of line related to Section 504 compliance	-	-	-	-		
	Amount of line related to Security -Soft Costs	-	-	-	-		
	Amount of line related to Security Hard Costs	-	-	-	-		
	Amount of line related to Energy Conservation Measures	-	-	-	-		
	Collateralization Expenses or Debt Service	-	-	-	-		
	Signature of Executive Director & Date						
	Signature of executive director & date						

PHA Name:		Gra	nt Type and Nur	nber			Federal FY of Grant	:	
I	Detroit Housing Commission			n Grant No: MI28P ng Factor Grant No:	00150203				2003
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Acct No. Quantity	Total Estimat	Total Estimated Cost		ctual Cost	Status of Work
					Original	Revised	Obligated	Expended	
HA-Wide Operations	Operations		1406		336,173	336,173	336,173		
HA-Wide Mgmt Imp	Security		1408		168,087	168,087	168,087		
HA-Wide Mgmt Imp			1408		33,617	50,000	·		\$22300 to Appliances
	MOD Computer Software Acquisition		1408		33,617	83,017			\$49400 from CFP03
HA-Wide Mgmt Imp	Construction Consultant		1408		100,852	-			Move to future CFP year/funds to MI 1-42 ADD
HA Wide Admin	Administration - MOD Staff Salaries		1410		336,173	336,173	336,173		
HA-Wide Dwelling Structures	M&E - Installation of Fire E-Call System at Senior Sites		1460		500,000				to CFP2005/funds to MI 1-42
MI 1-29 Harriet Tubman Apts	Emergency Repair of H2O Supply lines		1460	1 building		1,212,904			
MI 1-42 Sojourner Truth ADD	Complete Mod Rehab - Phase II		1460			1,063,080			
HA-Wide Non Dwell Structures	Building Improvements @ 2211 Orleans and 1301 E Jefferson		1470		348,955	-			\$2,756 from Contngency/to CFP03
HA-Wide Development Act	Development & Acquisition		1499		1,000,000				To CFP2005/funds to MI 1-42 Comp Mod
HA Wide Contingency	Contingency		1502		168,087	-			To CFP2005/funds to MI 1-42 Comp Mod/\$2756 to Bldg Reconf.
MI 1-50 Brewster Homes	M& E - Installation of air conditioning		1460		336,173	-			Work item in CFP2004/funds to MI 1-42 Comp Mod
HA Wide Dwelling Equipment	Appliances		1465.1			112,300			From MOD staff training

PHA Name:			pe and Number				Federal FY of Grant:
Detroit Housing Commission		Replacen	nent Housing Fac	nt No: MI28P00150 or Grant No:	0203		2003
Development Number Name/HA-Wide Activities		ll Fund Obligat ıarter Ending D			ll Funds Expend uarter Ending Da		Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide Operations	03/31/06			03/31/08			
HA Wide Mgmt Impr - Security	03/31/06			03/31/08			
HA Wide Mgmt Impr - Staff Training	03/31/06			03/31/08			
HA Wide Mgmt Impr - MOD Computer Software Acquisition	03/31/06			03/31/08			
HA Wide Mgmt Impr Construction Consultan	03/31/06			03/31/08			
	03/31/06			03/31/08			
HA Wide Administration - MOD Staff Salaries	03/31/06			03/31/08			
HA Wide Non Dwell Structures - Bldg Improvements @ 2211 Orleans & 1301 E Jefferson	03/31/06 03/31/06			03/31/08 03/31/08			
	03/31/06			03/31/08			
HA Wide Development Activities - Development & Acquisitions	03/31/06			03/31/08			
	03/31/06			03/31/08			
HA Wide Contingency	03/31/06			03/31/08			
	03/31/06			03/31/08			
MI 1-50 Brewster Homes - M&E Installation of air conditioning	03/31/06			03/31/08			
Signature of Executive Director & Date	-	<u> </u>				·	

Anı	nual Statement/Performance and Evaluation	on Report			
Cap	oital Fund Program and Capital Fund Pro	gram Replacement	Housing Factor (C	CFP/CFPRHF) F	Part 1: Summary
PHA N		Grant Type and Number			Federal FY of Grant:
Det	roit Housing Commission	Capital Fund Program Grant			2004
		Replacement Housing Factor			
	riginal Annual Statement Reserve for Disasters/ Emer	· ·	■ Revised Annual Stat)
1	rformance and Evaluation Report for Period Ending: 12/3	1/05	Final Performance a	nd Evaluation Report	
Line No.	Summary by Development Account	Total Estim	ated Cost	Total A	ctual Cost
110.		Original	Revised	Obligated	Expended
1	Total non-CFP Funds			<u> </u>	•
2	1406 Operations	1,927,800	1,927,800	1,927,800	1,927,800
3	1408 Management Improvements Soft Costs	1,927,800	1,927,800	1,045,408	-
	Management Improvements Hard Costs	-	-	-	-
4	1410 Administration	963,900	963,900	963,900	140,165
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	485,000	591,563	-	-
8	1440 Site Acquisition	-	-	-	=
9	1450 Site Improvement	107,665	382,665	-	-
10	1460 Dwelling Structures	3,038,390	2,013,512	613,148	-
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	828,446	124,983	-	-
13	1475 Nondwelling Equipment	125,000	1,240,000	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	_	_	_
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	55,000	55,000	-	-
18	1499 Development Activities	-	198,215	-	-
19	1502 Contingency	180,000	213,563	_	_
	, , , , , , , , , , , , , , , , , , ,	,	-,		
	Amount of Annual Grant: (sum of lines 2 to 19.)	9,639,001	9,639,001	4,550,256	2,067,965
	Amount of line related to LBP Activities	-	-	-	-
	Amount of line related to Section 504 compliance	-	-	-	-
	Amount of line related to Security –Soft Costs	356,878	777,800	245,908	_
	Amount of line related to Security Hard Costs	-	-	-	_
	Amount of line related to Energy Conservation Measures	-	_	-	_
	Collateralization Expenses or Debt Service	-	-	-	-
	-				
	Signature of Executive Director & Date				

PHA Name:	pporting rages		nt Type and Num				Federal FY of Grant:				
	Detroit Housing Commission		oital Fund Program placement Housing	Grant No: MI28Pog Factor Grant No:	00150104				2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimat	ed Cost	Total Actual Cost		Status of Work		
		#			Original	Revised	Obligated	Expended			
HA-Wide	Operations-20% of annual grant		1406	20%	1,927,800	1,927,800	1,927,800	1,927,800			
HA-Wide Mgt. Imp.	Security		1408		356,878	777,800	245,908				
HA-Wide Mgt. Imp.	Senior Tracker/Resident Caretakers-security monitoring at senior sites, resident employment		1408		130,196	100,000			\$30,196 to MI 1-42 Comp Mod Rehab		
HA-Wide Mgt. Imp.	Maintenance Aides-residents assisting in tasks to learn skills and earn wages		1408		87,412	50,000			\$37,412 to MI 1-42 Comp Mod Rehab		
HA-Wide Mgt. Imp.	MIS Upgrades-new hardware, software, networking, training and security		1408		140,000	100,000			\$40,000 to MI 1-42 Comp Mod Rehab		
HA-Wide Mgt. Imp.	Staff & Resident training-continuation of ongoing program to educate & train personnel		1408		145,765	100,000			\$45,765 to MI 1-42 Comp Mod Rehab		
HA-Wide Mgt. Imp.	Staff Salaries - Resident Services and MAPS Divisions		1408		1,067,549	-					
HA-Wide Mgt. Imp.	Accounting & Financial Technical Assistance IQC		1408			800,000	799,500				
HA-Wide Admin.	Allocation of staff salaries necessary to administer grant		1410	10%	963,900	963,900	963,900	140,165			
HA-Wide Fees & Costs	A&E services based on anticipated design and construction mgt. Costs		1430		485,000	591,563					
HA-Wide Non- Dwelling Structures	Site Signage		1470		404,594	124,983					
HA-Wide Non- Dwelling Equip.	Maintenance Equipment		1475		100,000	50,000			\$50,000 to MI 1-42 Comp Mod Rehab/\$91061 from CFP03		

HA Name:						Federal FY of Grant:			
Detroit Housing Commission				00150104			2004		
General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimat	ted Cost	Total Actual Cost	Status of Work		
Computer Replacement		1475		25,000	25,000				
Security System Upgrade		1475			1,165,000				
Relocation Costs		1495.1		55,000	55,000				
Development/Acquisition Activities		1499			198,215		From CFP03 bonus/\$236,030 to Diggs		
Contingency @ 3% of annual grant		1502		180,000	213,563				
Signange & play equipment		1450		25,000	-		To CFP future year		
Community building/admin. Bldg.		1470	1 bldg.	423,852	=		To CFP future year		
Site Improvements		1450	1 site		300,000		From CFP2002		
Down-Unit Renovation		1460			1,251,000		From Agency Plan 2004 FYAP year 2006/\$236,030 from 1499		
Repair sidewalks and driveways to code as necessary		1450	8 units	10,533	10,533				
Repair and replace all systems to codes as necessary		1460	8 units	16,533	16,533				
Repair and replace all facets of building to code as necessary including garages		1460	1 unit	20,533	6,776		\$13,757 to MI 1-42 Comp Mod Rehab		
Repair and replace all in-unit fixtures, systems and entry doors to code		1460	8 units	14,533	14,533				
Repair sidewalks and driveways to code as necessary		1450	8 units	10,533	10,533				
Repair and replace all systems to codes as necessary		1460	8 units	16,533	16,533				
Repair and replace all facets of building to code as necessary including garages		1460	1 unit	20,533	2,567		\$17,966 to MI 1-42 Comp Mod Rehab		
	Computer Replacement Security System Upgrade Relocation Costs Development/Acquisition Activities Contingency @ 3% of annual grant Signange & play equipment Community building/admin. Bldg. Site Improvements Down-Unit Renovation Repair sidewalks and driveways to code as necessary Repair and replace all systems to codes as necessary Repair and replace all facets of building to code as necessary including garages Repair and replace all in-unit fixtures, systems and entry doors to code Repair sidewalks and driveways to code as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to code as necessary Repair and replace all systems to codes as necessary	Caperal Description of Major Work Categories Computer Replacement Security System Upgrade Relocation Costs Development/Acquisition Activities Contingency @ 3% of annual grant Signange & play equipment Community building/admin. Bldg. Site Improvements Down-Unit Renovation Repair sidewalks and driveways to code as necessary Repair and replace all systems to codes as necessary Repair and replace all in-unit fixtures, systems and entry doors to code Repair sidewalks and driveways to code as necessary Repair sidewalks and driveways to code as necessary Repair and replace all in-unit fixtures, systems and entry doors to code Repair sidewalks and driveways to code as necessary Repair and replace all in-unit fixtures, systems and entry doors to code Repair sidewalks and driveways to code as necessary Repair and replace all systems to codes as necessary Repair and replace all facets of building to code Repair and replace all facets of building to code Repair and replace all facets of building to code	Capital Fund Program Replacement Housing General Description of Major Work Categories Computer Replacement 1475 Security System Upgrade Relocation Costs Relocation Costs 1495.1 Development/Acquisition Activities 1499 Contingency @ 3% of annual grant 1502 Signange & play equipment 1450 Community building/admin. Bldg. 1470 Site Improvements 1450 Down-Unit Renovation Repair sidewalks and driveways to code as necessary Repair and replace all facets of building to code as necessary including garages Repair sidewalks and driveways to code as necessary Repair and replace all in-unit fixtures, systems and entry doors to code Repair sidewalks and driveways to code as necessary Repair and replace all in-unit fixtures, systems and entry doors to code Repair sidewalks and driveways to code as necessary Repair and replace all systems to codes as necessary Repair sidewalks and driveways to code as necessary Repair and replace all systems to code as necessary Repair and replace all systems to code as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to codes as necessary Repair and replace all facets of building to code Repair and replace all systems to codes as necessary Repair and replace all systems to codes as necessary	General Description of Major Work Categories Computer Replacement Dev. Acct No. Quantity 1475 Security System Upgrade 1475 Relocation Costs Development/Acquisition Activities 1499 Contingency @ 3% of annual grant Signange & play equipment Community building/admin. Bldg. 1470 Site Improvements 1450 T site Down-Unit Renovation Repair sidewalks and driveways to code as necessary Repair and replace all systems to codes as necessary including garages Repair sidewalks and driveways to code as necessary including garages Repair and replace all in-unit fixtures, systems and entry doors to code Repair sidewalks and driveways to code as necessary Repair and replace all in-unit fixtures, systems and entry doors to code Repair sidewalks and driveways to code as necessary Repair and replace all in-unit fixtures, systems and entry doors to code Repair sidewalks and driveways to code as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to code as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to codes as necessary Repair and replace all systems to codes as necessary	Detroit Housing Commission Capital Fund Program Grant No: MI28P00150104 Replacement Housing Factor Grant No: General Description of Major Work Categories Dev. Acct No. Quantity Total Estimated Total Capital Capita	Capital Fund Program Grant No. Mi28P001051014 Replacement Housing Factor Grant No.	Capital Fundament Capital Fundament Replacement Housing Factor Grant No: Miles Protection Replacement Housing Factor Grant No:		

PHA Name:		nt Type and Nun				Federal FY of Grant:			
	Detroit Housing Commission		Grant No: MI28P	00150104				2004	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimat	ed Cost	Total Actual Cost		Status of Work	
	Repair and replace all in-unit fixtures, systems and entry doors to code	1460	8 units	14,533	14,533				
MI 1-21 Scattered Sites	Repair sidewalks and driveways to code as necessary	1450	8 units	10,533	10,533				
MI 1-21 Scattered Sites	Repair and replace all systems to codes as necessary	1460	8 units	16,533	16,533	23,010			
MI 1-21 Scattered Sites	Repair and replace all facets of building to code as necessary including garages	1460	1 unit	20,533	2,567			\$17,966 to MI 1-42 Comp Mod Rehab	
MI 1-21 Scattered Sites	Repair and replace all in-unit fixtures, systems and entry doors to code	1460	8 units	14,533	14,533				
MI 1-26 State Fair	Site Upgrade-landscaping, sprinklers	1450	200 units	30,000	30,000				
MI 1-26 State Fair	Comprehensive unit modification	1460	200 units	2,106,055	-			To CFP future year	
MI 1-37 Scattered Sites	Repair sidewalks and driveways to code as necessary	1450	8 units	10,533	10,533				
MI 1-37 Scattered Sites	Repair and replace all systems to codes as necessary	1460	8 units	16,533	16,533				
MI 1-37 Scattered Sites	Repair and replace all facets of building to code as necessary including garages	1460	1 unit	20,533	2,567			\$17,966 to MI 1-42 Comp Mod Rehab	
MI 1-37 Scattered Sites	Repair and replace all in-unit fixtures, systems and entry doors to code	1460	8 units	14,533	14,533				
MI 1-38 Scattered Sites	Repair sidewalks and driveways to code as necessary	1450	8 units	10,533	10,533				
MI 1-38 Scattered Sites	Repair and replace all systems to codes as necessary	1460	8 units	16,533	16,533				
MI 1-38 Scattered Sites	Repair and replace all facets of building to code as necessary including garages	1460	1 unit	20,533	2,567			\$17,966 to MI 1-42 Comp Mod Rehab	
MI 1-38 Scattered Sites	Repair and replace all in-unit fixtures, systems and entry doors to code	1460	8 units	14,533	14,533				

PHA Name:		J. J. T.					Federal FY of Grant:			
	Detroit Housing Commission	Capital Fund Program Grant No: MI28P00150104 Replacement Housing Factor Grant No:					2004			
Development Number Name/HA-Wide Activities	Number Jame/HA-Wide Activities General Description of Major Work Categorie		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
MI 1-42 Sojourner Truth Homes Add	Phase II Complete Unit Modification		1460	66 units		590,138	590,138			
MI 1-50 Brewster Homes	Installation of air conditioning in units		1460	250 units	674,340				Work item in CFP04	

PHA Name:			pe and Number				Federal FY of Grant:
Detroit Housing Commission			ınd Program Grar nent Housing Fact	nt No: MI28P00150 tor Grant No:	0104		2004
Development Number	Α	ll Fund Obligate			l Funds Expende	ed	
Name/HA-Wide Activities	(Q	uarter Ending Da	ate)	(Qı	ıarter Ending Da	ite)	Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide: Operations	09/30/06			09/30/08			
HA-Wide: Security	09/30/06			09/30/08			
HA Wide: Senior Tracker/Resident Caretakers	09/30/06			09/30/08			
HA Wide: Maintenance Aides	09/30/06			09/30/08			
HA-Wide: MIS Upgrades	09/30/06			09/30/08			
HA Wide: Staff & Resident Training	09/30/06			09/30/08			
HA-Wide Administation	09/30/06			09/30/08			
HA-Wide Fees & Costs	09/30/06			09/30/08			
HA-Wide: Site Signage	09/30/06			09/30/08			
HA-Wide- Non Dwelling Equip-Maintenance Equip	09/30/06			09/30/08			
HA-Wide- Non Dwelling Equip-Computer Replacement	09/30/06			09/30/08			
HA-Wide Relocation Costs	09/30/06			09/30/08			
MI 1-06 Smith Homes: Signange & play equipmen	09/30/06			09/30/08			
MI 1-06 Smith Homes: Community bldg./admin. Bldg.	09/30/06			09/30/08			
MI 1-19 Scattered Sites: Repair sidewalks and driveways to code as necessary	09/30/06			09/30/08			
MI 1-19 Scattered Sites: Repair and replace all facets of bldg. to code as necessary	09/30/06			09/30/08			
MI 1-19 Scattered Sites: Repair and replace all in-unit fixtures, systems and entry doors to code as necessary	09/30/06			09/30/08			
MI 1-20 Scattered Sites: Repair sidewalks and driveways to code as necessary	09/30/06			09/30/08			
MI 1-20 Scattered Sites: Repair and replace all facets of bldg. to code as necessary	09/30/06			09/30/08		-	

PHA Name:		Grant Type a	and Number			Federal FY of Grant:
Detroit Housing Commission			Program Grant No: MI28P00		2004	
	00/00/00	Replacement	t Housing Factor Grant No:	1		
MI 1-20 Scattered Sites: Repair and replace all in-unit	09/30/06		09/30/08			
fixtures, systems and entry doors to code as necessary						
MI 1-21 Scattered Sites: Repair sidewalks and	09/30/06		09/30/08			
driveways to code as necessary						
MI 1-21 Scattered Sites: Repair & replace all facets of bldg. To code as necessary	09/30/06		09/30/08			
MI 1-21 Scattered Sites: Repair & replace all in-unit	09/30/06		09/30/08			
fixtures, systems and entry doors to code as necessary	00/00/00		00/00/00			
MI 1-26 State Fair: Site upgrade-landscaping, sprinklers	09/30/06		09/30/08			
MI 1-26 State Fair: Comprehensive unit modification	09/30/06		09/30/08			
MI 1-37 Scattered Sites: Repair/replace sidewalks and driveways to code as necessary	09/30/06		09/30/08			
MI 1-37 Scattered Sites: Repair/replace all facets of bldg. To code as necessary	09/30/06		09/30/08			
MI 1-37 Scattered Sites: Repair/replace all in-unit fixtures, systems and entry doors to code as necessary	09/30/06		09/30/08			
MI 1-38 Scattered Sites: Repair sidewalks and driveways to code as necessary	09/30/06		09/30/08			
MI 1-38 Scattered Sites: Repair/replace all systems to code as necessary	09/30/06		09/30/08			
MI 1-38 Scattered Sites: Repair/replace all facets of bldg. To code as necessary including garages	09/30/06		09/30/08			
MI 1-38 Scattered Sites: Repair/replace in-unit fixtures, systems and entry doors to code as necessary	09/30/06		09/30/08			
MI 1-50 Installation of air conditioning in units	09/30/06		09/30/08			
Signature of Executive Director & Date						

Anı	nual Statement/Performance and Evaluation	on Report			
Car	oital Fund Program and Capital Fund Pro	gram Replacement I	Housing Factor (CFP/CFPRHF)	Part 1: Summary
PHA N	<u> </u>	Grant Type and Number	<u> </u>	,	Federal FY of Grant:
Det	roit Housing Commission	Capital Fund Program Grant N	No: MI28P00150105		2005
X Or	riginal Annual Statement Reserve for Disasters/ Emer	gencies	Revised Annual Sta	tement (revision no:)	•
Pe	rformance and Evaluation Report for Period Ending:		Final Performance	and Evaluation Report	
Line No.	Summary by Development Account	Total Estima	ated Cost	Total A	Actual Cost
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	1,932,758	-	-	-
3	1408 Management Improvements Soft Costs	1,932,758	-	-	-
	Management Improvements Hard Costs	-	-	-	-
4	1410 Administration	966,379	-	-	-
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	294,064	-	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	420,286	-	-	-
10	1460 Dwelling Structures	3,880,652	-	-	-
11	1465.1 Dwelling Equipment—Nonexpendable	100,000	-	-	-
12	1470 Nondwelling Structures	21,440	-	-	-
13	1475 Nondwelling Equipment	60,454	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	55,000	-	-	-
18	1499 Development Activities	-	-	-	-
19	1502 Contingency	-	-	-	-
	Amount of Annual Grant: (sum of lines 2 to 19.)	9,663,792	-	-	-
	Amount of line related to LBP Activities	-	-	-	-

Amount of line related to Section 504 compliance	-	-	-	-
Amount of line related to Security –Soft Costs	1,882,758	-	-	-
Amount of line related to Security Hard Costs	-	-	-	-
Amount of line related to Energy Conservation Measures	-	-	-	-
Collateralization Expenses or Debt Service	-	-	-	-
Signature of Executive Director & Date				
Signature of Executive Director & Date				

PHA Name:		Grant Type and Num				Federal FY of Grant:				
]	Detroit Housing Commission	Capital Fund Program	Grant No: MI28P	00150105		2005				
Development Number	-					U .				
Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimate	ed Cost	Total A	actual Cost	Status of Work		
				Original	Revised	Obligated	Expended			
HA-Wide	Operations-20% of annual grant	1406	20%	1,932,758						
HA-Wide Mgt. Imp.	DHC Security	1408		1,882,758						
HA-Wide Mgt. Imp.	Mod Staff training-continuation of ongoing program to educate & train personnel	1408		50,000						
HA-Wide Admin.	Allocation of staff salaries necessary to administer grant & Sundry (mileage, petty cash reimbursements for MOD Staff)	1410	10%	966,379						
HA-Wide Fees & Costs	A&E services based on anticipated design and construction mgt. Costs	1430		200,000				\$68,498 to Ecall		
HA-Wide Fees & Costs	Construction administration/construction management	1430		92,456				\$200,000 from CFP2003/\$192866 to Ecall		
MI 1-05 Charles Terrace Homes	Pre-construction Activities	1430						To RHF		
MI 1-45 Sheridan Pl II Apts	Consultant - Investigate mold	1430		1,608						
HA-Wide Dwelling Structures	504 compliance Physical Improvements @ DHC properties	1460		250,000				From CFP2003		
HA Wide Dwelling Structures	M&E - Installation of Fire E-Call System at Senior Sites	1460		761,364				From CFP2003 Bonus/\$68,498 from A&E/\$192866 from Const. Mgmt		
HA Wide Non Dwelling Structures	Fire Suppression @ 2211 Orleans	1470		-				From CFP2003/to E-Call Systems		
HA Wide Non Dwelling Structures	Replacement of carpet @ 1301 East Jefferson	1470						To a future year		
HA Wide Non Dwelling Structures	Site Signage	1470						To a future year		
HA-Wide Non- Dwelling Equip.	Computer Replacement	1475		25,000						

HA-Wide Relocation Costs	Relocation Costs	1495.1		55,000		
HA-Wide	Contingency @ 8% of annual grant	1502		-		
HA Wide Develop Act	MOD used for Development	1499				To a future year
MI 1-06 Smith Homes	Replacement of freezing pipes	1460		220,000		
MI 1-07 Jeffries East Homes	Parking Lot Upgrade	1450	1 lot			From CFP2003/to future CFP year
MI 1-07 Jeffries East Homes	Replace damaged concrete	1450		24,442		
MI 1-07 Jeffries East Homes	Vacant Unit Rehab	1460	29 units	290,000		From CFP2003
MI 1-07 Jeffries East Homes	Replacement of asphalt shingles	1460		61,640		
MI 1-08 Douglas Homes	Replace irrigation system	1450		250,000		
MI 1-08 Douglas Homes	Window & Vertical Blind Replacement	1460				To a future year
MI 1-08 Douglas Homes	Vacant Unit Reduction	1460	6 units	60,000		From CFP2003
MI 1-08 Douglas Homes	Replace cab finishes	1460		32,160		
MI 1-08 Douglas Homes	Replace traction elevator machinery & controls	1460		1,363,584		
MI 1-08 Douglas Homes	Building Improvement - Building 1301	1460	1 Bldg.			To a future year
MI 1-08 Douglas Homes	Replace trash compactor	1470		21,440		
MI 1-08 Douglas Homes	Replace washers	1475		7,890		
MI 1-18 Sheridan Pl I Apts	Commercial Kitchen Upgrade	1475	1 kitchen	10,309		RAB Bd Item
MI 1-19 Scattered Sites	Repair sidewalks and driveways to code as necessary	1450	8 units	24,066		\$13,533 from CFP2003
MI 1-19 Scattered Sites	Repair and replace all systems (mechanical, electrical) to codes as necessary	1460	8 units	33,939		\$17406 from CFP2003

	I I	1	1	1	1	1	
MI 1-19 Scattered Sites	Repair and replace all facets (roofing, siding, windows & trim, Masonry etc) of building to code as necessary including garages	1460	8 units	41,939			\$21,406 from CFP2003
MI 1-19 Scattered Sites	Repair and replace all in-unit fixtures, systems and entry doors to code	1460	8 units	29,939			\$15,406 from CFP2003
MI 1-19 Scattered Sites	Vacant Unit Reduction	1460	5 units	50,000			from CFP2003
MI 1-20 Scattered Sites	Repair sidewalks and driveways to code as necessary	1450	8 units	24,066			\$13,533 from CFP2003
MI 1-20 Scattered Sites	Repair and replace all systems (mechanical, electrical) to codes as necessary	1460	8 units	33,939			\$17,406 from CFP2003
MI 1-20 Scattered Sites	Repair and replace all facets (roofing, siding, windows & trim, Masonry etc) of building to code as necessary including garages	1460	8 units	41,939			\$21,406 from CFP2003
MI 1-20 Scattered Sites	Repair and replace all in-unit fixtures, systems and entry doors to code	1460	8 units	29,939			\$15,406 from CFP2003
MI 1-20 Scattered Sites	Vacant Unit Reduction	1460	5 units	50,000			From CFP2003
MI 1-21 Scattered Sites	Repair sidewalks and driveways to code as necessary	1450	8 units	24,066			\$13,533 from CFP2003
MI 1-21 Scattered Sites	Repair and replace all systems (mechanical, electrical) to codes as necessary	1460	8 units	33,939			\$17,406 from CFP2003
MI 1-21 Scattered Sites	Repair and replace all facets (roofing, siding, windows & trim, Masonry etc) of building to code as necessary including garages	1460	8 units	41,939			\$21,406 from CFP2003
MI 1-21 Scattered Sites	Repair and replace all in-unit fixtures, systems and entry doors to code	1460	8 units	29,939			\$15,406 from CFP2003
MI 1-21 Scattered Sites	Vacant Unit Reduction	1460	5 units	50,000			From CFP2003
MI 1-26 State Fair Apts	Installation of dumpster enclosure	1450	1 enclosure	10,720			
MI 1-26 State Fair Apts	Installation of vertical blinds	1460	200 units				
MI 1-27 Warren West Apts	Install commercial kitchen equipment	1475		5,360			

MI 1-27 Warren West Apts	Lobby/Common Areas Upgrade	1470	1 lobby		To a future year
MI 1-29 Harriet Tubman Apts	Install chain link fence	1450	1380 lf	14,794	
MI 1-29 Harriet Tubman Apts	Renovate units for visually impaired	1460	2 units	53,600	
MI 1-29 Harriet Tubman Apts	Replace washers	1475	7 units	3,452	
MI 1-29 Harriet Tubman Apts	Replace refrigerators	1465.1	200 units	100,000	
MI 1-37 Scattered Sites	Repair sidewalks and driveways to code as necessary	1450	8 units	24,066	\$13,533 from CFP2003
MI 1-37 Scattered Sites	Repair and replace all systems (mechanical, electrical) to codes as necessary	1460	8 units	33,939	\$17,406 from CFP2003
MI 1-37 Scattered Sites	Repair and replace all facets (roofing, siding, windows & trim, Masonry etc) of building to code as necessary including garages	1460	8 units	41,939	\$21,406 from CFP2003
MI 1-37 Scattered Sites	Repair and replace all in-unit fixtures, systems and entry doors to code	1460	8 units	29,939	\$15,406 from CFP2003
MI 1-37 Scattered Sites	Vacant Unit Reduction	1460	5 units	50,000	from CFP2003
MI 1-38 Scattered Sites	Repair sidewalks and driveways to code as necessary	1450	8 units	24,066	\$13,533 from CFP2003
MI 1-38 Scattered Sites	Repair and replace all systems (mechanical, electrical) to codes as necessary	1460	8 units	33,939	\$17,406 from CFP2003
MI 1-38 Scattered Sites	Repair and replace all facets (roofing, siding, windows & trim, Masonry etc) of building to code as necessary including garages	1460	8 units	41,939	\$21,406 from CFP2003
MI 1-38 Scattered Sites	Repair and replace all in-unit fixtures, systems and entry doors to code	1460	8 units	29,938	\$15,405 from CFP2003
MI 1-38 Scattered Sites	Vacant Unit Reduction	1460	5 units	50,000	from CFP2003
MI 1-45 Sheridan Pl II Apts	Commercial Kitchen Upgrade	1475	1 kitchen	8,443	RAB Bd Item/funds from Development
MI 1-50 Brewster Homes	Replace aluminum windows	1460	10 units	6,218	

MI 1-50 Brewster Homes	Install screen doors	1460	1 door	3,002		

PHA Name:		Grant Typ	Federal FY of Grant:				
Detroit Housing Commission		Capital Fu	2005				
Development Number	A	ll Fund Obligate	ed	Al	l Funds Expende	ed	
Name/HA-Wide Activities	(Q	uarter Ending Da	ate)	(Qı	arter Ending Da	nte)	Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide Operations	09/30/07			09/30/09			
HA-Wide: Police & Security	09/30/07			09/30/09			
HA-Wide: MIS Upgrades	09/30/07			09/30/09			
HA Wide: Staff & Resident Training	09/30/07			09/30/09			
HA Wide: Senior Caretakers & Trackers	09/30/07			09/30/09			
HA Wide: Staff Salaries - MAP and Resident Services Divisions	09/30/07			09/30/09			
HA-Wide Administation	09/30/07			09/30/09			
HA-Wide Fees & Costs	09/30/07			09/30/09			
HA-Wide- Non Dwelling Equipment - Maintenance Equipment	09/30/07			09/30/09			
HA-Wide: Computer Replacement	09/30/07			09/30/09			
HA-Wide Relocation Costs	09/30/07			09/30/09			
MI I-06 Smith Homes: Construction of new community/administrative bldg.							
MI 1-08 Douglas Homes: Installation of air handling units, HVAC system	09/30/07			09/30/09			
MI 1-08 Douglas Homes: Building Improvements - Bldg. 1301	09/30/07			09/30/09			
MI 1-08 Douglas Homes: Exterior Roof Replacement	09/30/07			09/30/09			
MI 1-19 Scattered Sites: Repair sidewalks and driveways to code as necessary	09/30/07			09/30/09			
II 1-19 Scattered Sites: Repair and replace all facets of bldg. to code as necessary	09/30/07			09/30/09			
MI 1-19 Scattered Sites: Repair and replace all in-unit fixtures, systems and entry doors to code as necessary	09/30/07			09/30/09			
MI 1-20 Scattered Sites: Repair sidewalks and driveways to code as necessary	09/30/07			09/30/09			

MI 1-20 Scattered Sites: Repair and replace all facets of bldg. to code as necessary	09/30/07	09/30/09	•	
MI 1-20 Scattered Sites: Repair and replace all in-unit	09/30/07	09/30/09		
fixtures, systems and entry doors to code as necessary				
MI 1-21 Scattered Sites: Repair sidewalks and	09/30/07	09/30/09		
driveways to code as necessary	00/00/01	00/00/00		
MI 1-21 Scattered Sites: Repair & replace all facets of	09/30/07	09/30/09		
bldg. To code as necessary				
MI 1-21 Scattered Sites: Repair & replace all in-unit	09/30/07	09/30/09		
fixtures, systems and entry doors to code as necessary				
MI 1-26 State Fair: Comprehensive unit modification	09/30/07	09/30/09		
MI 1-37 Scattered Sites: Repair/replace sidewalks and	09/30/07	09/30/09		
driveways to code as necessary				
MI 1-37 Scattered Sites: Repair/replace all facets of	09/30/07	09/30/09		
bldg. To code as necessary	00/00/07	00/00/00		
MI 1-37 Scattered Sites: Repair/replace all in-unit	09/30/07	09/30/09		
fixtures, systems and entry doors to code as necessary				
MI 1-38 Scattered Sites: Repair sidewalks and	09/30/07	09/30/09		
driveways to code as necessary				
MI 1-38 Scattered Sites: Repair/replace all systems to	09/30/07	09/30/09		
code as necessary	00/00/07	00/00/00		
MI 1-38 Scattered Sites: Repair/replace all facets of	09/30/07	09/30/09		
bldg. To code as necessary including garages	00/00/07	00/00/00		
MI 1-38 Scattered Sites: Repair/replace in-unit fixtures,	09/30/07	09/30/09		
systems and entry doors to code as necessary				
Signature of Executive Director & Date				



Attachment C

COMMUNITY SERVICE REQUIREMENT

Pursuant to the notice dated June 20, 2003 from the United States Department of Housing and Urban Development, Office of Public and Indian Housing, the Detroit Housing Commission has reinstated the Community Services and Self Sufficiency Requirement, effective October 31, 2003. This requirement was originally enacted on October 12, 1998, but was suspended in Fiscal Year 2002, except for residents of HOPE VI developments.

As required in the notice, DHC sent written notification to all residents of the reinstatement of the Community Service and Self Sufficiency Requirement. DHC began implementation on October 31, 2003 to ensure that all adult, non-exempt residents are performing their community service or self sufficiency requirement.

DHC's ACOP was amended on April 15, 2004 to reflect language for non-exempt residents of <u>all</u> DHC communities (HOPE VI and Non-HOPE VI) to comply with the Community Service requirement. This revision ensures that non compliance can be dealt with as a lease violation. The ACOP is included as an attachment to this PHA plan.

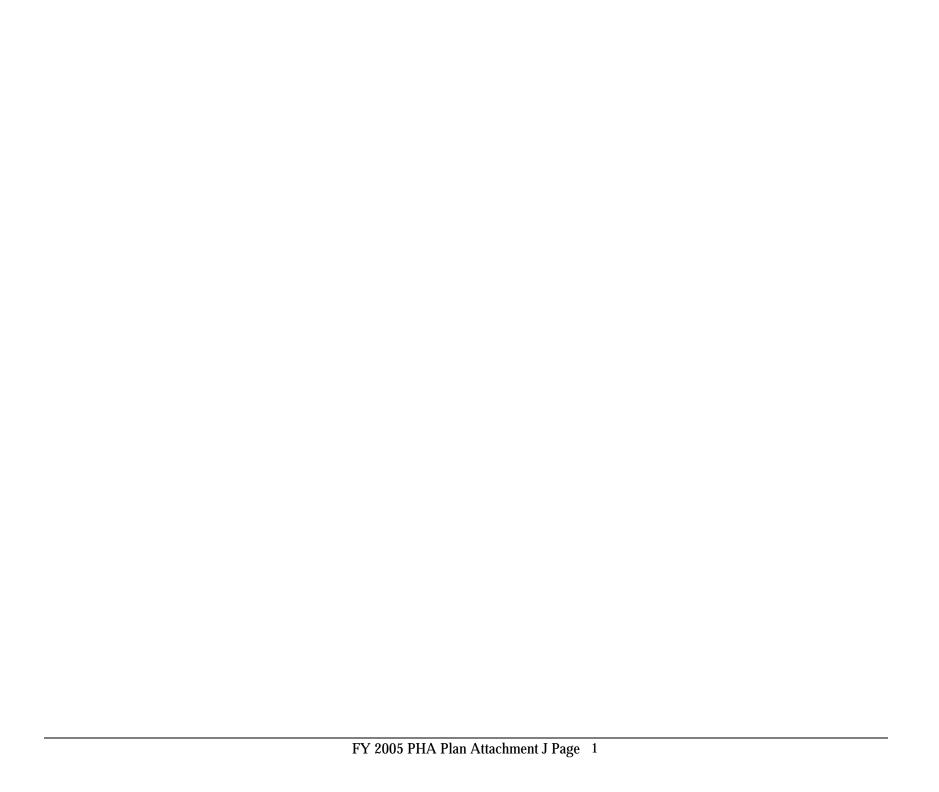
DETROIT HOUSING COMMISSION RESIDENT ASSESSMENT AND SATISFACTION SURVEY (RASS) 2004 FOLLOW-UP PLAN

ACTION ITEMS	DIVISION/STAFF	START DATE	FINISH DATE
I. MAINTENANCE AND REPAIR			
Resident outreach regarding work order submission procedure	Resident Services, MSMD	Jan., 1996	6/30/05
a. Compose newsletter article and/or flyers/posters that explain procedure	Communications, Resident Services, MSMD	0/1/04	6/30/05
b. Discuss at RAB meeting	Resident Services, MSMD	10/1/04	6/30/05
c. Discuss at Resident Council meetings	Resident Services, MSMD, Operations	10/1/04	6/30/05
2. Improve response rate to work order requests	MSMD	8/9/04	6/30/05
a. Implement tracking system that confirms whether repairs have started w/n a reasonable time	MSMD	1996	6/30/05
3. Implement prompt courtesy follow-up calls after completed repairs based on random sample	MSMD	1996	6/30/05
a. Develop follow-up questionnaire for consistency and analysis of replies	MSMD	1996	6/30/05
b. Implement procedure to report questionnaire feedback to relevant staff	MSMD	1996	6/30/05
c. Implement procedure for quick response to unsatisfactory repairs	MSMD	1996	6/30/05
II. COMMUNICATION			6/30/05
1. Site Manager, Maintenance Supervisor and Program Planning staff to attend all Resident Council meetings	Operations, Resident Services, OMB	7/1/03	6/30/05
a. Implement standard report addressing issues, discussion, and proposed solutions to be submitted w/n 2 days of meeting	Operations, Resident Services, OMB	10/1/04	6/30/05
b. Prominently post solutions, changes, etc in common areas at developments (NEWSFLASH)	Operations, Communications	10/1/04	6/30/05
2. Program Planning staff will assist RCs to address topic of improved resident/staff communication on a regular basis	Resident Services	11/1/04	6/30/05
3. Coordinate schedules and reminders to ED and/or Exec. staff to attend RAB meetings on a bi-monthly basis	Executive Office, Resident Services	12/1/03	6/30/05
4. Publish a quarterly newsletter that highlights maintenance & mod., lease rules & neighborliness, safety & security, and resident initiatives	Communications, Operations, Resident Services	10//1/04	6/30/05
a. Utilize communications photographer to cover resident activities as desired	Communications	10/4/04	6/30/05

ACTION ITEMS	DIVISION/STAFF	START DATE	FINISH
b. Decide on scope of publication and printing method	Communications	10/4/04	6/30/05
c. Decide on a distribution system and coordinate distribution	Communications	10/4/04	6/30/05
d. Regularly seek newsletter input from RCs and RAB	Resident Services	10/4/04	6/30/05
e. Develop a quarterly calendar of events to include in newsletter	Communications	10/4/04	6/30/05
5. Promote among residents the DHC ombudsman who will receive complaints Compose item for newsletter that describes the ombudsman's role and how to contact him Print flyers/posters and post them prominently throughout DHC sites	Communications, Operations, Resident Services, Ombudsman	10/4/04	6/30/05
6. Conduct workshops and training for site and Program Planning staff emphasizing customer service skills	Operations	11/1/04	6/30/05
a. Create a policy regarding customer service and professional etiquette towards DHC clients	Operations	11/1/04	6/30/05
b. Develop objectives and content of customer service training, budget	Operations	11/1/04	6/30/05
c. Identify a trainer	Operations	11/1/04	6/30/05
d. Coordinate DHC employee attendance to training	Operations, Resident Services	11/1/04	6/30/05
e. Create a tracking system for resident complaints	OMB	12/31/04	
7. Conduct move-in orientation/training for new residents regarding housekeeping, lease rules and conduct	Operations, RSO	11/1/04	6/30/05
a Develop content of new resident orientation/training	Operations, RSO	11/1/04	6/30/05
b. Identify staff to conduct orientation	Operations, RSO	11/1/04	6/30/05
c. Coordinate orientations through Resident Selection staff	Operations, RSO	11/1/04	6/30/05
8. Conduct training for current residents regarding housekeeping, lease rules and conduct	Operations	11/1/04	6/30/05
a. Compose items regarding housekeeping, lease rules and conduct to be included in each quarterly newsletter	Resident Services, Communications	1/1/05	6/30/05
b. Research feasibility of presenting seminars at sites	Resident Services	11/1/04	11/1/05
c. Develop and implement criteria and policy for circumstances that would mandate housekeeping training	Operations	11/1/04	6/30/05
d. Target households through unit inspections and observations during maintenance visits for mandatory housekeeping training	Operations	11/1/04	6/30/05
9. Conduct resident training regarding various life skills (personal finance, parenting, leadership, conflict resolution, anger management, etc.)	Resident Services		6/30/05
a. Develop and implement resident survey to determine interest, topics and best times	Resident Services	1/1/04	6/30/05
b. Develop seminars consistent with residents expressed interests and needs	Resident Services	1/1/04	6/30/05
c. Assign staff to coordinate seminar scheduling and conduct seminars	Resident Services, Operations	1/1/04	6/30/05
III. SAFETY			6/30/05
1. Implemented The Detroit Housing Commission "One Strike, You're Out" Policy which states residents or their quests can be evicted if they engage	Government Relations	3/15/04	6/30/05
Coordinated joint task force with federal, and local agencies to address drug and crime concerns.	Government	1/22/04	6/30/05

ACTION ITEMS	DIVISION/STAFF	START DATE	FINISH DATE
	Relations		
a. Coordinate meetings with Detroit Police Department Precinct Commanders to discuss safety initiatives.	Government Relations	2/22/04	6/30/05
1. Implemented The Detroit Housing Commission "One Strike, You're Out" Policy which states residents or their guest can be evicted if they engage in any criminal activity on or off the premises b. Identify and attend monthly Detroit Police Community Relations meetings.	Government Relations	2/25/04	6/30/05
2. Coordinated joint task force with federal, and local agency's to address drug and crime initiatives c. Coordinated increased patrols at each DHC site with the Detroit Police Department	Government Relations	3/16/04	6/30/05
a. Coordinate meetings with Detroit Police Department Precinct Commanders to discuss safety initiativesd. Implement enforcements policy to remove abandoned and stolen vehicles from DHC properties.	Government Relations	8/11/04	8/30/04
b. Identify and attend monthly Detroit Police Community Relations meetingse. Develop Resident Participation program and training to assist the Detroit Police with identifying criminal activity.	Government Relations, Resident Services	11/1/04	6/30/05
c. Coordinated increase patrols at each of the DHC sites with the Detroit Police Department3. Initiate assessment of current security circuit television surveillance at each DHC site	Government Relations, MIS	7/27/04	12/31/04
d. Implement enforcements policy to remove abandoned and stolen vehicles from DHC properties a. Identify Operating System Upgrades that allows access from various DHC locations	Government Relations, MIS	7/27/04	12/31/04
e. Develop Resident Participation program and training to assist the Detroit Police with identifying criminal activity b. Survey residents or resident leaders regarding CCT surveillance	Resident Services, Operations, MIS	11/1/04	11/1/04
3. Initiate assessment of current security circuit television surveillance at each DHC site c. Implement yearly maintenance program for security system.	MIS	12/31/04	6/30/05
a. Identify Operating System Upgrades that allows access from various DHC locations4. Implement daily or regular routine security inspections at each site	Operations	5/4/04	6/30/05
a. Target broken windows, lights, locks, trespassing in vacant units and other security breaches	Operations	5/4/04	6/30/05
c. Implement yearly maintenance Program for security system b. Develop a reporting system for identified problems and a tracking system for remedial action	Operations		6/30/05
5. Continue to provide 24 hour security at senior sites	Administration		6/30/05
6. Devote a section to each DHC newsletter to security issues and solutions	Communications, Administration, Government Relations	1/1/04	6/30/05
IV. NEIGHBORHOOD APPEARANCE			6/30/05
1. Incorporate curb appeal monitoring with daily or regular routine site inspections (see above)	Operations	5/4/04	6/30/05

ACTION ITEMS	DIVISION/STAFF	START DATE	FINISH
a Target broken glass, graffiti, trash, litter, and abandoned vehicles	Operations	5/4/04	6/30/05
b. Implement a reporting/tracking/response system for identified site upkeep problems that includes/invites	Operations	5/4/04	6/30/05
resident input 2. Implement site beautification activities and contests to involve residents	Resident Services	4/1/505	6/30/05
a. Identify funding or donation sources for landscaping/beautification supplies	Resident Services	1/1/05	4/15/05
b. Research other beautification programs in Detroit, other cities and other PHAs	Resident Services	1/1/05	4/15/04
3. Site Managers and Program Planning staff outreach to neighborhood city halls, community groups and CDCs for collaborations and funding	Resident Services, Operations, Government Relations		6/30/05



ATTACHMENT E: Capital Fund Program Five-Year Plan

Part I: Summary

PHA Name: Detroit Housing Commission

5-Year Plan Revision No: 1

Development	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
Number/Name		FFY Grant 2006	FFY Grant 2007	FFY Grant 2008	FFY Grant 2009
		PHA FY: 6/30/06	PHA FY: 6/30/07	PHA FY: 6/30/08	PHA FY: 6/30/09
HA-Wide Mgmt. Improvements	Annual	\$ 1,907,758	+	+	\$ 50,000
HA-Wide Administration	Statement	\$ 963,900	\$ 963,900	\$ 963,900	\$ 963,900
HA-Wide Fees & Costs		\$ 882,849	\$ 1,049,223	\$ 1,049,223	\$ 1,049,224
HA-Wide Non-Dwelling Structures		\$ 175,305	\$ 280,307	\$ 112,496	\$ 370,764
HA-Wide Non-Dwelling Equipment		-	\$ -	\$ -	\$ -
HA-Wide Relocation		-	\$	\$	\$ -
Acquisition and Development		-	\$ -	\$ -	\$ 728,894
HA-Wide Contingency		\$ 23,626	\$ 771,123	\$ 771,122	\$ 771,120
MI-05 Charles Terrace		-	\$ -	\$ 427,876	\$ 22,918
MI 1-06 Smith Homes		\$ 460,269		\$ -	\$ 166,710
MI-07 Jeffries East		\$ 68,346		\$ -	\$ 695,875
MI-08 Frederick Douglass		\$ 1,951,305	\$ 198,090	\$ 1,508,470	\$ 1,045,249
MI-11 Forest Park		\$ 29,944	\$ 214,398	\$ 216,315	\$ 659,317
MI-17 Diggs		-	\$ 22,967	\$ -	\$ 102,785
MI-18 Sheridan I		\$ 389,144	\$ 287,088	\$ 1,247,512	\$ 109,140
MI 1-19 Scattered Sites		\$ 227,806	\$ 246,320	\$ 249,423	\$ 255,000
MI 1-20 Scattered Sites		\$ 227,806	\$ 246,320	\$ 249,423	\$ 255,000
MI 1-21 Scattered Sites		\$ 227,806			\$ 255,000
MI 1-26 State Fair		\$ 555,029	\$ 1,219,121	\$ 375,073	\$ 419,523
MI-27 Warren West		\$ 33,148	\$ 657,271	\$ 35,062	\$ 146,951
MI-28 River Bend		\$ -	\$ -	\$ -	\$ 207,876
MI-29 Tubman		\$ 136,887	\$ 1,626,878	\$ 238,422	\$ 96,763
MI 1-37 Scattered Sites		\$ 227,806	\$ 246,320	\$ 249,423	\$ 255,000
MI 1-38 Scattered Sites		\$ 227,806	\$ 246,320	\$ 249,423	\$ 255,000
MI-42 Sojourner Truth Addition		-	\$ -	\$ -	\$ -
MI-45 Sheridan II		\$ 313,328			\$ 331,275
MI-50 Brewster		\$ 633,924			\$ 450,510
TOTAL		\$ 9,663,792	\$ 9,663,792	\$ 9,663,792	\$ 9,663,792

Activities for Year : 2 (Capital Needs Assessment Priority 2 - 2006)

FFY Grant: 2006 PHA FY: 6/30/06

Development	Description		Total
HA-Wide	Secuirty services	1408	1,882,758
HA-Wide	Modernization Divison staff training	1408	25,000
HA-Wide	Administration - Allocation of staff salaries necessary to administer grant	1410	963,900
HA-Wide	Fees & Costs A/E, Environmental and Construction Mgmt services based on 15% of hard costs	1430	882,849
HA-Wide	Contingency	1502	23,626
	TOTAL SOFT COSTS		3,778,133
HA-Wide	Replace aluminum windows 2211 Orleans	1470	146,457
	Subtotal		146,457
HA-Wide	Paint exterior walls Central Maint	1470	9,986
HA-Wide	Sliding gate controls Central Maint	1470	7,101
	Subtotal		17,087
HA-Wide	Masonry repair Central Garage	1470	7,323
HA-Wide	Paint exterior walls Central Garage	1470	4,438
	Subtotal		11,761
MI28P001006	Seal Coat asphalt Smith Homes	1450	11,417
MI28P001006	Signage/play equipment	1470	25,000
MI28P001006	Community/Administration building	1470	423,852
	Subtotal		460,269
MI28P001007	Paint walls Jeffries East	1460	20,193
MI28P001007	Paint walls Jeffries East	1460	20,193
MI28P001007	Replace carpet Jeffries East	1460	27,960
	Subtotal		68,346
MI28P001008	Replace boiler, gas Douglas	1460	83,214
MI28P001008	Replace boiler, gas/oil >1,000 MBH Douglas	1460	133,142
MI28P001008	Replace playground equipment Douglas	1460	38,833
MI28P001008	Total Unit Rehabilitation Douglas	1460	1,640,640
MI28P001008	Trim overgrown bushes and plant new landscaping Douglas	1450	55,476
	Subtotal		1,951,305
MI28P001011	Paint walls Forest Park	1460	29,944
	Subtotal		29,944
MI28P001018	Paint ceilings Sheridan I	1460	9,123
MI28P001018	Paint walls Sheridan I	1460	34,617
MI28P001018	Replace built up roof Sheridan I	1460	51,493
MI28P001018	Replace carpet Sheridan I	1460	48,153
MI28P001018	Replace trash compactor Sheridan I	1460	10,540
MI28P001018	Replace traction elevator machinery and controls Sheridan I	1460	235,218

	Subtotal		389,144
MI28P001026	Comprehensive Modifications State Fair: kitchen, bath, finishes, accessibility (moved from CFP 05)	1460	555,029
	Subtotal		555,029
MI28P001027	Replace carpet Warren West	1460	33,148
	Subtotal		33,148
MI28P001029	Paint ceilings Tubman	1460	12,621
MI28P001029	Paint walls Tubman	1460	60,580
MI28P001029	Replace carpet Tubman	1460	63,686
	Subtotal		136,887
MI28P001045	Paint walls Sheridan II	1460	34,617
MI28P001045	Replace carpet Sheridan II	1460	43,493
MI28P001045	Replace traction elevator machinery and controls Sheridan II	1460	235,218
	Subtotal		313,328
MI28P001050	Repair wall finishes Brewster	1460	5,548
MI28P001050	Replace interior doors Brewster	1460	2,774
MI28P001050	Seal Coat asphalt Brewster	1450	14,562
MI28P001050	Install piping system at Brewster (moved from CFP 05)	1460	611,040
	Subtotal	1460	633,924
MI28P001019	Repair, replace systems, demolition, vacancy reduction		227,806
	Subtotal		227,806
MI28P001020	Repair, replace systems, demolition, vacancy reduction	1460	227,806
	Subtotal		227,806
MI28P001021	Repair, replace systems, demolition, vacancy reduction	1460	227,806
	Subtotal		227,806
MI28P001037	Repair, replace systems, demolition, vacancy reduction	1460	227,806
	Subtotal		227,806
MI28P001038	Repair, replace systems, demolition, vacancy reduction	1460	227,806
	Subtotal		227,806
	TOTAL HARD COSTS		5,885,659
	GRAND TOTAL		9,663,792

Activities for Year : 3 (Capital Needs Assessment Priority 2 - 2007)

FFY Grant: 2007 PHA FY: 6/30/07

Development	Description		Total
HA-Wide	Mgt. Imp. MOD/DEV Staff training-continuation of ongoing program to educate & train personnel	1408	50,000
HA-Wide	HA-Wide Admin. Allocation of staff salaries necessary to administer grant	1410	963,900
HA-Wide	HA-Wide Fees & Costs A/E, Environmental and Construction Mgmt services based on 15% of hard costs	1430	1,049,223
HA-Wide	Contingency @ % 8 of annual grant	1502	771,123
	TOTAL SOFT COSTS		2,834,246
HA-Wide	HA-Wide Paint walls 2211 Orleans	1470	6,345
HA-Wide	HA-Wide Replace acoustical tile ceiling 2211 Orleans	1470	26,699
HA-Wide	HA-Wide Replace built up roof 2211 Orleans	1470	34,037
HA-Wide	HA-Wide Replace ceramic tile 2211 Orleans	1470	5,282
HA-Wide	HA-Wide Replace vinyl flooring 2211 Orleans	1470	8,613
	Subtotal		80,976
HA-Wide	HA-Wide Paint walls 1301 E. Jefferson	1470	22,393
HA-Wide	HA-Wide Replace built up roof 1301 E. Jefferson	1470	50,160
HA-Wide	HA-Wide Replace carpet 1301 E. Jefferson	1470	57,877
HA-Wide	HA-Wide Replace roof top units 1301 E. Jefferson	1470	68,901
	Subtotal		199,331
MI28P001006	Replace storm doors Smith Homes	1460	26,871
MI28P001006	Replace vinyl flooring Smith Homes	1460	8,613
	Subtotal		35,484
MI28P001007	Replace vinyl flooring Jeffries East	1460	419,867
	Subtotal		419,867
MI28P001008	Paint walls Douglas	1460	111,964
MI28P001008	Seal Coat asphalt Douglas	1450	86,126
	Subtotal		198,090
MI28P001011	Replace carpet in apartment Forest Park	1460	204,637
MI28P001011	Replace hot water converter tube bundle Forest Park	1460	9,761
	Subtotal		214,398
MI28P001017	Seal Coat asphalt Diggs	1450	22,967
	Subtotal		22,967
MI28P001018	Replace vinyl flooring Sheridan I	1460	287,088
	Subtotal		287,088

MI28P001026	Cabinetry State Fair	1460	409,341
MI28P001026	Door, aluminum sliding with screen State Fair	1460	248,572
MI28P001026	Fire alarm panel, replace State Fair	1460	22,967
MI28P001026	Paint ceilings State Fair	1460	14,369
MI28P001026	Paint walls State Fair	1460	13,063
MI28P001026	Replace carpet State Fair	1460	65,915
MI28P001026	Replace traction elevator machinery and controls State Fair	1460	193,451
MI28P001026	Replace vinyl flooring State Fair	1460	216,992
MI28P001026	Security access system State Fair	1460	22,967
MI28P001026	Tank, Domestic hot water storage. 1,000 Gallon State Fair	1460	11,484
	Subtotal		1,219,121
MI28P001027	Cut & Patch asphalt Warren West	1450	6,201
MI28P001027	Replace aluminum windows Warren West	1460	407,619
MI28P001027	Replace traction elevator machinery and controls Warren West	1460	243,451
	Subtotal		657,271
MI28P001029	Cabinetry Tubman	1460	459,341
MI28P001029	Door, aluminum sliding with screen Tubman	1460	597,144
MI28P001029	Pump, Domestic water pressure booster assembly Tubman	1460	5,742
MI28P001029	Replace acoustical tile ceiling Tubman	1460	19,757
MI28P001029	Replace traction elevator machinery and controls Tubman	1460	243,451
MI28P001029	Replace vinyl flooring Tubman	1460	266,992
MI28P001029	Security access system Tubman	1460	22,967
MI28P001029	Tank, Domestic hot water storage. 1,000 Gallon Tubman	1460	11,484
	Subtotal	1460	1,626,878
MI28P001045	Replace air cooled chillers Sheridan II		55,121
MI28P001045	Replace vinyl flooring Sheridan II	1460	22,967
	Subtotal		78,088
MI28P001050	Replace kitchen cabinets and countertops Brewster	1465.1	344,506
MI28P001050	Replace water heater, residential Brewster	1465.1	213,881
	Subtotal		558,387
MI28P001019	Repair, replace systems, demolition, vacancy reduction	1460	246,320
	Subtotal		246,320
MI28P001020	Repair, replace systems, demolition, vacancy reduction	1460	246,320
	Subtotal		246,320
MI28P001021	Repair, replace systems, demolition, vacancy reduction	1460	246,320
	Subtotal		246,320
MI28P001037	Repair, replace systems, demolition, vacancy reduction	1460	246,320
	Subtotal		246,320
MI28P001038	Repair, replace systems, demolition, vacancy reduction	1460	246,320
	Subtotal		246,320
	TOTAL HARD COSTS		6,829,546
	GRAND TOTAL		9,663,792

Activities for Year : 4 (Capital Needs Assessment Priority 3 - 2008)

FFY Grant: 2008 PHA FY: 6/30/08

Development	Description		Total
HA-Wide	HA-Wide Mgt. Imp. MOD/DEV Staff training-continuation of ongoing program to educate & train personnel	1408	50,000
HA-Wide	HA-Wide Admin. Allocation of staff salaries necessary to administer grant	1410	963,900
HA-Wide	HA-Wide Fees & Costs A/E, Environmental and Construction Mgmt services based on 15% of hard costs	1430	1,049,223
HA-Wide	Contingency @ % 8 of annual grant	1502	771,122
	TOTAL SOFT COSTS		2,834,245
HA-Wide	HA-Wide Replace aluminum windows Central Offices	1470	75,829
HA-Wide	HA-Wide Replace solid entry door Central Offices	1470	6,537
HA-Wide	HA-Wide Replace solid entry door Central Offices	1470	6,537
HA-Wide	HA-Wide Sliding glass entry door Central Offices	1470	9,806
	Subtotal		98,709
HA-Wide	HA-Wide Replace aluminum windows Central Garage	1470	13,787
	Subtotal		13,787
MI28P001005	Replace wrought iron fence Charles Terrace	1450	427,876
	Subtotal		427,876
MI28P001008	Replace gas furnace Douglass	1465.1	117,949
MI28P001008	Replace membrane Douglass	1460	275,011
MI28P001008	Replace vinyl flooring Douglass	1460	159,150
MI28P001008	Replace water heater, residential Douglass	1465.1	91,059
MI28P001008	Replace wrought iron fence Douglass	1450	381,960
MI28P001008	Replace screen doors Douglass	1460	183,341
MI28P001008	Total Unit Rehabilitation	1460	300,000
	Subtotal		1,508,470
MI28P001011	Commercial Kitchen Equipment Forest Park Place	1460	5,943
MI28P001011	Fire alarm panel, replace Forest Park Place	1460	23,771
MI28P001011	Replace hydraulic elevator machinery and controls Forest Park Place	1460	186,602
	Subtotal		216,315
MI28P001018	Fire Alarm panel, replace Sheridan Place 1	1460	23,771
MI28P001018	Refrigerator Sheridan Place 1	1465.1	190,167
MI28P001018	Security access system Sheridan Place I	1460	23,771
MI28P001018	Cabinetry Sheridan I	1460	509,280
MI28P001018	Commercial kitchen equipment Sheridan I	1460	23,875
MI28P001018	Range Sheridan I	1465.1	84,031
MI28P001018	Replace acoustical tile ceiling Sheridan I	1460	10,657
MI28P001018	Replace fan coil unit Sheridan I	1460	381,960
	Subtotal		1,247,512

MI28P001026	Replace boiler, gas/oil > 1,0000 MBH State Fair	1460	101,835
MI28P001026	Replace central panel State Fair	1460	23,771
MI28P001026	Replace Trash compactor State Fair	1460	21,834
MI28P001026	Replace vinyl flooring State Fair	1460	77,634
MI28P001026	Cabinetry State Fair	1460	50,000
MI28P001026	Door, aluminum sliding with screen State Fair	1460	50,000
MI28P001026	Replace traction elevator machinery and controls State Fair	1460	50,000
	Subtotal		375,073
MI28P001027	Replace alarm panel, replace Warren West	1460	23,771
MI28P001027	Replace trash compactor Warren West	1460	11,291
	Subtotal		35,062
MI28P001029	Fire alarm panel, replace Harriet Tubman	1460	23,771
MI28P001029	Replace boiler, gas/oil>1,000 MBH Harriet Tubman	1460	101,835
MI28P001029	Replace built up roof Harriet Tubman	1460	67,212
MI28P001029	Replace central panel Harriet Tubman	1460	23,771
MI28P001029	Replace trash compactor Harriet Tubman	1460	21,834
	Subtotal		238,422
MI28P001045	Cabinetry Sheridan Place II	1460	475,418
MI28P001045	Commercial kitchen equipment Sheridan Place II	1460	22,288
MI28P001045	Fire alarm panel, replace Sheridan Place II	1460	23,771
MI28P001045	Pump, Domestic water pressure booster assembly Sheridan Place II	1460	5,943
MI28P001045	Refrigerator Sheridan Place II	1465.1	190,167
MI28P001045	Replace fan coil unit Sheridan Place II	1460	356,564
MI28P001045	Replace roof top units Sheridan Place II	1460	85,575
MI28P001045	Security access system Sheridan Place II	1460	23,771
	Subtotal		1,183,497
MI28P001050	Refrigerator Brewster Homes	1460	237,709
	Subtotal		237,709
MI28P001019	Repair, replace systems, demolition, vacancy reduction	1460	249,423
	Subtotal		249,423
MI28P001020	Repair, replace systems, demolition, vacancy reduction	1460	249,423
	Subtotal		249,423
MI28P001021	Repair, replace systems, demolition, vacancy reduction	1460	249,423
	Subtotal		249,423
MI28P001037	Repair, replace systems, demolition, vacancy reduction	1460	249,423
	Subtotal		249,423
MI28P001038	Repair, replace systems, demolition, vacancy reduction	1460	249,423
	Subtotal		249,423
	TOTAL HARD COSTS		6,829,547
	GRAND TOTAL		9,663,792

Activities for Year : 5 (Capital Needs Assessment Priority 3/4 - 2009)

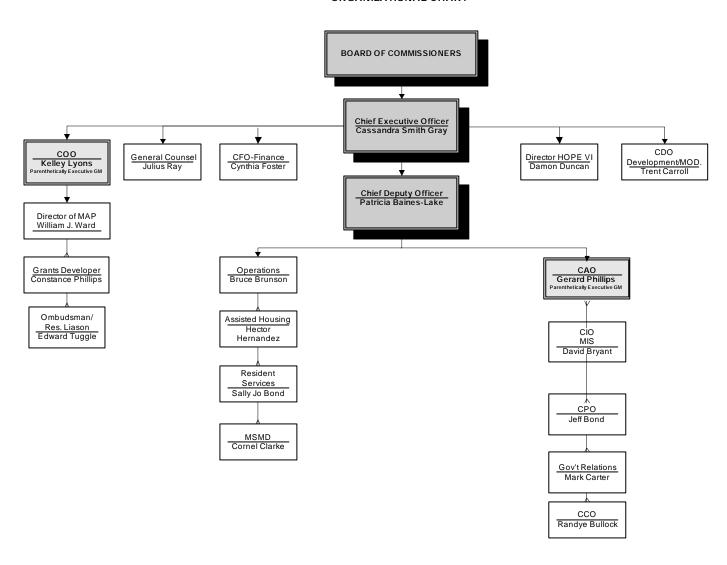
FFY Grant: 2009 PHA FY: 6/30/09

Development	Description		Total
HA-Wide	HA-Wide Mgt. Imp. MOD/DEV Staff training-continuation of ongoing program to educate & train personnel	1408	50,000
HA-Wide	HA-Wide Admin. Allocation of staff salaries necessary to administer grant	1410	963,900
HA-Wide	HA-Wide Fees & Costs A/E, Environmental and Construction Mgmt services based on 15% of hard costs	1430	1,049,224
HA-Wide	Contingency @ % 8 of annual grant	1502	771,120
	TOTAL SOFT COSTS		2,834,244
HA-Wide	Acquisition and Development	1499	728,894
	Subtotal		728,894
HA-Wide	HA-Wide Replace carpet Central Offices	1470	221,027
	Subtotal		221,027
HA-Wide	HA-Wide Replace membrane Central Maintenance	1470	89,379
HA-Wide	HA-Wide Replace overhead door, commercial Central Maintenance	1470	9,549
HA-Wide	HA-Wide Replace unit heater Central Maintenance	1470	9,549
	Subtotal		108,477
HA-Wide	HA-Wide Replace membrane Central Garage	1470	25,668
	Subtotal		25,668
HA-Wide	HA-Wide Replace vinyl flooring Administrative Offices	1470	9,226
HA-Wide	HA-Wide Replace Gas furnace Administrative Offices	1470	6,366
	Subtotal		15,592
MI28P001005	Replace solid entry door Charles Terrace	1460	22,918
	Subtotal		22,918
MI28P001006	Replace water heater residential Smith Homes	1460	153,150
MI28P001006	Seal coat asphalt Smith Homes	1450	13,560
	Subtotal		166,710
MI28P001007	Crack seal concrete Jeffries East Homes	1460	12,301
MI28P001007	Replace storm doors Jeffries East Homes	1460	40,870
MI28P001007	Replace water heat, residential Jeffries East Homes	1460	239,031
MI28P001007	Seal coat asphalt Jeffries East Homes	1450	6,684
MI28P001007	Range Jeffries East Homes	1465.1	76,536
MI28P001007	Replace gas furnace Jeffries East Homes	1465.1	320,453
	Subtotal		695,875
MI28P001008	Replace vinyl flooring Douglass	1460	1,045,249
	Subtotal		1,045,249
MI28P001011	Replace vinyl flooring Forest Park Place	1460	43,842
MI28P001011	Refrigerator Forest Park	1465.1	302,512
MI28P001011	Replace acoustical tile ceiling Forest Park	1460	35,522

MI28P001011	Replace trash compactor Forest Park	1460	12,095
MI28P001011	Replace wall furnace Forest Park	1465.1	217,431
MI28P001011	Security access system Forest Park	1460	12,350
MI28P001011	Paint walls Forest Park	1460	35,564
	Subtotal		659,317
MI28P001017	Paint walls Diggs	1460	4,138
MI28P001017	Replace water heater, residential Diggs	1465.1	98,648
	Subtotal		102,785
MI28P001018	Paint ceilings Sheridan Place I	1460	10,835
MI28P001018	Paint walls Sheridan Place I	1460	41,114
MI28P001018	Replace carpet Sheridan Place I	1460	57,191
	Subtotal		109,140
MI28P001026	Range State Fair	1465.1	84,031
MI28P001026	Refrigerator State Fair	1465.1	203,712
MI28P001026	Replace acoustical tile ceiling State Fair	1460	18,452
MI28P001026	Replace condensing unit/heat pumps State Fair	1460	21,084
MI28P001026	Door, exterior entry, metal clad State Fair	1460	92,243
	Subtotal		419,523
MI28P001027	Replace boiler, gas/oil>1,000 mbh Warren West	1460	64,129
MI28P001027	Replace built up roof Warren West	1460	71,999
MI28P001027	Replace hot water converter tube bundle Warren West	1460	10,822
	Subtotal		146,951
MI28P001028	Replace carpet Riverbend	1460	95,651
MI28P001028	Replace carpet Riverbend	1460	58,432
MI28P001028	Paint walls Riverbend	1460	53,793
	Subtotal		207,876
MI28P001029	Range Harriet Tubman	1465.1	84,031
MI28P001029	Replace gas furnace Harriet Tubman	1465.1	12,732
	Subtotal		96,763
MI28P001045	Replace vinyl flooring Sheridan Place II	1460	29,216
MI28P001045	Range Sheridan Place II	1465.1	84,031
MI28P001045	Replace acoustical tile ceiling Sheridan Place II	1460	46,376
MI28P001045	Replace built up roof Sheridan Place II	1460	56,110
MI28P001045	Paint walls Sheridan Place II	1460	41,114
MI28P001045	Replace boiler, gas/oil>1,000 MBH Sheridan Place II	1460	22,771
MI28P001045	Replace carpet Sheridan Place II	1460	51,656
	Subtotal		331,275

MI28P001050	Range Brewster Homes	1465.1	108,715
MI28P001050	Replace gas furnace Brewster Homes	1465.1	317,910
MI28P001050	Seal coat asphalt Brewster Homes	1450	17,296
MI28P001050	Solid entry door painting Brewster Homes	1460	6,589
	Subtotal		450,510
MI28P001019	Repair, replace systems, demolition, vacancy reduction	1460	255,000
	Subtotal		255,000
MI28P001020	Repair, replace systems, demolition, vacancy reduction	1460	255,000
	Subtotal		255,000
MI28P001021	Repair, replace systems, demolition, vacancy reduction	1460	255,000
	Subtotal		255,000
MI28P001037	Repair, replace systems, demolition, vacancy reduction	1460	255,000
	Subtotal		255,000
MI28P001038	Repair, replace systems, demolition, vacancy reduction	1460	255,000
	Subtotal		255,000
	TOTAL HARD COSTS		6,829,548
	GRAND TOTAL		9,663,792

DETROIT HOUSING COMMISSION ORGANIZATIONAL CHART



DETROIT HOUSING COMMISSION

ADMISSIONS AND CONTINUED OCCUPANCY POLICY

Lindsey S. Reames Recovery Administrator Revised November 4, 2005

Revised April 14, 2005

*added a minimum rental clause & removed Admissions/Occupancy for Riverbend due to lack of MI Choice voucher funding and pending HUD approval.

^{*}adding a Photo Identification Policy for DHC residents and live-in-aides

^{*}adding a new admissions preference for persons displaced by a Federally declared disaster occurring after July 1, 2005.

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DETROIT HOUSING COMMISSION ADMISSIONS AND CONTINUED OCCUPANCY POLICY

1. ELIGIBILITY FOR ADMISSION AND PROCESSING OF APPLICATIONS

A. Nondiscrimination

- 1. It is the policy of the Detroit Housing Commission to comply with all applicable laws relating to comply with all applicable laws relating to Civil Rights, including Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968 (as amended by the Community Development Act of 1974 and the Fair Housing Amendments Act of 1988), Executive Order 11063, Section 504 of the Rehabilitation act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disabilities Act (to the extent that it applies, otherwise Section 504 and the Fair Housing Amendments govern), any applicable State laws or local ordinances and any legislation protecting the individual rights of tenants, applicants or staff that may subsequently be enacted.
- 2. DHC shall not discriminate because of race, color, sex, sexual orientation, religion, familial status, disability, national origin in the leasing, rental, or other disposition of housing or related facilities, including land, that is part of any project or projects under DHC's jurisdiction covered by a contract for annual contributions under the United States Housing Act of 1937, as amended, or in the use or occupancy thereof.
- 3. DHC shall not, on account of race, color, sex, sexual orientation, religion, familial status, disability, or national origin:
- (a) Deny to any family the opportunity to apply for housing, nor deny to any qualified applicant the opportunity to lease housing suitable to its needs;
- (b) Provide housing which is different from that provided others:
- (c) Subject a person to segregation or disparate treatment;
- (d) Restrict a person's access to any benefit enjoyed by others in connection with the housing program;
- (e) Treat a person differently in determining eligibility or other requirements for admission;
- (f) Deny a person access to the same level of services; or

- (g) Deny a person the opportunity to participate in a planning or advisory group which is an integral part of the housing program.
- 4. DHC shall not automatically deny admission to a particular group or category of otherwise qualified applicants (e.g., families with children born to unmarried parents, families whose head or spouse is a student). Each applicant in a particular group or category must be treated on an individual basis in the normal processing routine.
- 5. DHC will identify and eliminate situations or procedures that create a barrier to equal housing opportunity for all. In accordance with Section 504, and the Fair Housing Amendments Act of 1988, DHC will make structural modifications to its housing and non-housing facilities, make reasonable accommodations, or combinations of the two, to permit people with disabilities to take full advantage of the housing program.
- (a) In making reasonable accommodations or structural modifications for otherwise qualified persons with disabilities, DHC is not required to:
 - (1) In an existing housing program, make each of its existing facilities accessible; or make structural alterations when other methods can be demonstrated to achieve the same effect:
 - (2) Make structural alterations that require the removal or altering of a loadbearing structural member;
 - (3) Provide an elevator in any multifamily housing project solely for the purpose of locating accessible units above or below the grade level;
 - (4) Take any action that would result in a fundamental alteration in the nature of program;
 - (5) Take any action that would result in an undue financial and administrative burden on the Detroit Housing Commission.
- 6. DHC will not permit these policies to be subverted to do personal or political favors. Accepting an applicant from a lower waiting list position before one in a higher position violates policy, federal law, and the civil rights of the other families on the waiting list.

B. Marketing

1. It is the policy of DHC to conduct outreach as needed to maintain an adequate application pool representative of the eligible population in the area. Outreach efforts will take into consideration the level of vacancy in the DHC's units, availability of units

through turnover, and waiting list characteristics. DHC will periodically assess these factors in order to determine the need for and scope of any marketing efforts.

C. Qualification for Admission

- 1. It is DHC's policy to admit only qualified applicants.
- 2. An applicant is qualified if he or she meets all of the following criteria:
- (a) Is a family as defined in Section 8, Definition 21 of this policy and meets one of the local preference requirements;
- (b) Heads a household where all members of the household are citizens or eligible noncitizen;
- (c) Has an Annual Income at the time of admission that does not exceed the low or very low income limits for occupancy established by the Department of Housing and Urban Development, and posted separately in DHC offices.
 - The Low income limits as defined by HUD are applicable to new admissions to properties with a Date of Full Availability after 10-1-81.
- (d) Provides a Social Security number for all family members, age 6 or older, or can document and certify that they do not have Social Security numbers;
- (e) Meets or exceeds the Applicant Selection Criteria set forth in Section 1.G of these policies, including attending and successfully completing a DHC approved preoccupancy class;
- Is not currently adequately housed in a DHC dwelling unit. Applicants who are listed on a current DHC dwelling lease (or are part of the household as verified by DHC records) and reside in a unit meeting the occupancy standards for the family size are not qualified for admission and will not be placed on the waiting list for new applicants. (DHC may make exceptions to this requirement due to emergency conditions including by not limited to severe harassment, hate crimes, and witness protection, as authorized by DHC's Executive Director or designee.).

D. Waiting List Management

- 1. It is the policy of DHC to administer its waiting list as required by the regulations at 24 CFR 912, 913, 945, 960.201 through 960.215.
- 2. Opening and Closing Waiting Lists

- (a) DHC, at its discretion, may restrict application intake, suspend application intake, and close waiting lists in whole or in part. DHC may open or close the list by local preference category. See (c) below.
- (b) DHC will update the waiting list at least once a year by removing the names of those families who are no longer interested, no longer qualify for housing or cannot be reached by telephone and mail. At the time of initial intake, DHC will advise families of their responsibility to notify the DHC when mailing address or phone numbers change.
- (c) If DHC's highest waiting list preference category has sufficient applications to fill anticipated vacancies for the coming 12 months, DHC may elect to: (a) close the waiting list completely; (b) close the list during certain times of the year; or (c) restrict intake by preference, type of project, or by size and type of dwelling unit.
- (d) Decisions about closing the waiting list will be based on the number of applications available for a particular size and type of unit, the number of applicants who qualify for a Local and the ability of DHC to house an applicant in an appropriate unit within a reasonable period of time. A decision to close the waiting lists, restricting intake, or opening the waiting lists will be advertised in the local media.
- (e) During the period when the waiting list is closed, DHC will not maintain a list of individuals who wish to be notified when the waiting list is reopened.
- 3. Waiting Lists and the Local Preferences
- (a) During periods when DHC is not accepting new applications, DHC will place an application on the waiting list if the application is otherwise eligible for assistance and claim that he/she qualifies for a local Preference.
- (b) EXCEPT THAT, DHC may refuse to place such a Local Preference applicant if the following are true:
 - (1) There is an adequate pool of applicants already on the waiting list who are likely to qualify for a Local Preference; and
 - (2) Under DHC's system for applying the Local Preferences that the family making the application could qualify for assistance ahead of other applicants already on the waiting list.
- (c) The determination in (b) above is based on the Local Preferences system described in these policies, the preference or preferences claimed by applicants already

on the waiting list, and the preferences claimed by the applicant seeking placement on the waiting list.

- 4. Change in the Preference Status While on the Waiting List
- (a) Occasionally families on the waiting list who did not qualify for a Local Preference or at the time of application intake will experience a change in circumstances that qualifies them for a Preference. In such instances, it will be the family's duty to contact DHC so that their status may be recertified or, depending on application processing status, reverified.
- (b) To the extent that DHC determines that the family does now qualify for a Local Preference, they will be considered eligible on the waiting list in accordance with their Local Preference(s), any local preference(s) and their date and time of application. They will then be informed in writing of how the change in status has affected their place on the waiting list.

E. Processing Applications for a Unit Offer and Admission

- 1. It is DHC's policy to accept and process applications in accordance with applicable HUD Regulations.
- 2. Interviews and Verification Process
- (a) As families approach the top of the waiting list, the following items will be verified to determine qualification for admission to DHC's housing:
 - (1) Family composition and type (Elderly/non-elderly)
 - (2) Annual Income
 - (3) Assets and Asset Income
 - (4) Allowance Information
 - (5) Local Preferences
 - (6) Social Security Numbers of all Family Members
 - (7) Information Used in Applicant Screening
 - (8) Citizenship or eligible immigration status
- (b) DHC's first choice is a written third party verification to substantiate applicant or resident claims. DHC may also use phone verifications with the results recorded in the file, dated, and signed by DHC staff, review of documents, and if no other form of verification is available, applicant certification. Applicants must cooperate fully in obtaining or providing the necessary verifications. Falsification of any information will result in the denial of application.

- (c) Verification of citizenship or eligible immigration status shall be carried out pursuant to 24 CFR 912.8 using the Immigration and Naturalization Service's (INS) SAVE system and , if needed, a manual search of INS records.
- 3. Applicants reporting zero income will be asked to complete a family expense form. This form will be the first form completed in the interview process. The form will ask residents to estimate how much they spend on: food, beverages, transportation, health care, child care, debts, household items, etc. It will also ask applicants about the status of any application or benefits through TANF or other similar programs. (If a "zero income" family is admitted, quarterly redetermination of income will be performed. See Section 3. C, Periodic Reexaminations, of this policy.)
- 4. DHC's records with respect to applications for admission to any low-income housing assisted under the United States Housing Act of 1937, as amended, shall indicate for each application the date and time of receipt; the determination by DHC as to eligibility or ineligibility of the applicant; when eligible, the unit size for which eligible, the preference, if any, and the date, location, identification, and circumstances of each vacancy offered and accepted or rejected.

F. The Preference System

It is DHC's policy that preference does not guarantee admission. Preferences are used to establish order of placement on the waiting list. Every applicant must still meet DHC's Resident Selection Criteria before being offered a unit.

Preferences will be granted to applicants who are otherwise qualified and who, at the time they are certified for admission, meet the definitions of the preferences income targeting requirements.

Public Housing program annual admissions will be those having local preferences that meet income targeting requirements. Non-preferences holders may be admitted if the waiting list does not contain names of local preference holders that meet the income targeting requirements. The DHC has created an exception for police officers, who would otherwise be ineligible, to occupy a public housing unit for purposes of increased security. (QHWRA Section 524)

Income Targeting. The Quality Housing and Work Responsibility Act of 1998 requires Housing Commissions to submit with its annual Public Housing Agency Plan, an Admission Policy designed to provide for decentralization of poverty and promote income-mixing in public housing developments. In addition, dwelling units in public housing made available for occupancy in any fiscal year, not less than 40% shall be occupied by families whose income at the time of initial occupancy do not exceed 30% of the area median income. The act of skipping of a family on a waiting list to reach

another family of a desired income targeting requirement to implement the policy, shall not be considered an adverse action by DHC. (QHWRA Section 513)

- 1. DHC will offer units to existing residents on the transfer list. Some types of transfers are ahead of new admissions (e.g., emergencies).
- 2. If there are no applicants on the waiting list(s) that qualify for the local preferences, eligible non-preference families will be selected.
- 3. DHC will not hold units vacant for prospective applicants with local preferences nor will it relax eligibility or screening criteria to admit otherwise unqualified applicants with local preferences.

Factors other than preferences that affect the selection of applicants from the waiting list - before applying its preference system, DHC will first match the characteristics of the available unit to the applicants available on the waiting list. Factors such as unit size, accessible features, or units in housing designated for the elderly or disabled, limit the admission of families to those whose characteristics "match" the characteristics and features of the vacant unit available.

By matching unit and family characteristics it is possible that families lower on the waiting list may receive an offer of housing ahead of families with an earlier date and time of application, or ahead of family needing such features is in the non-preference pool.

Factors other than the preference system that affect applicant selection for unit offers are described below:

- 1. When selecting a family from the public housing waiting list, DHC will give a preference to families that include persons with disabilities who can verify the household will benefit thought the accessible features of the unit.
- 2. If no family can be found for a unit with accessible features, DHC will house a family not needing the unit features subject to the procedures described in the Tenant Selection and Assignment Plan, described later in this policy. Under this policy a non-disabled family in an accessible unit can be required to move so that a family needing the unit features can take advantage of the unit.
- 3. When selecting a family for a unit in housing designated for elderly families or housing designed for disabled families, DHC will give a preference to elderly or disabled families as described later in this section.

- 4. When selecting a family for a unit in a mixed population housing (the property houses both elderly and disabled families) DHC will give a preference to elderly families and disabled families as described later in this section.
- 5. When selecting a single person from the waiting list, elderly or disabled single persons have preference over singles who are neither elderly or disabled.
- 6. Any admission mandated by court order related to desegregation or Fair Housing and Equal Opportunity will take precedence over the preference system. Other admissions required by court order will also take precedence over the preference system.

DHC will use local preferences in its preference system. The following preference system will be applied in the selection of applicants from the waiting list for a unit offer:

- 1. Persons displaced by a Federally Declared Disaster occurring after July 1, 2005;
- 2. Working applicants;
- 3. Victims of domestic violence; and
- 4. Elderly, disabled and handicapped families

The local preferences are ranked equally and will be administered as follows: Persons displaced by a "Federally Declared Disaster occurring after July 1, 2005 will receive the highest preference with a ranking of the number 1 on the Low Income Public Housing Waiting List. All other local preferences will receive second highest preference with a ranking number of 2 on the Low Income Public Housing Wait List.

- 1. A local preference for a family that can verify: through the appropriate Federal Department usually the Department of Homeland Security-Federal Emergency Management Agency that the applicant and/or family has been displaced by a Federally Declared Disaster. This disaster must be a "Federally Declared Disaster" as authorized by the President of the United States of America, state and local disaster displacement is not applicable to this preference. In addition, the "Federally Declared Disaster" must have occurred after July 1, 2005.
- 2. A local preference for a family that can verify:
 - (a) While the family is on the waiting list employment by a previously unemployed family member, age 18 or over, that last at least 90 days. The employment must provide a minimum of 20 hours of work per week for the family member claiming the preference.

- (b) Employment at the time of the offer to receive the local employment preference the applicant family must have at least one family member, age 18 or older, employed at the time of DHC's offer of housing. Employment at the time of the offer must be for the 90 day period immediately prior to the offer of housing and provide a minimum of 20 hours per week for the family member claiming the preference.
- (c) Employment periods may be interrupted but to claim the local preference a family must have an employed family member prior to the actual offer housing as described above.
- (d) A family member that leaves a job after receiving benefit of the local preference will be asked to document the reason for the termination. Someone who quits work (as opposed to layoff, or taking a new job) will be considered to have misrepresented the fact to DHC and will have their assistance terminated.
- (e) The amount earned shall not be a factor in granting this local preference.
- (f) If the head of the household, spouse or sole member of the household is age 62 or older or is receiving Social Security disability benefits, supplemental security income, disability benefits or any other payments based on an individual inability to work.
- 3. A local preference for a family that can verify, at time of initial application, participation in a job training program or graduation from such a program;

OR

Can verify participating in a job training program or graduation from such a program while on the waiting list. The family must notify DHC if it enters such a program while on the waiting list and provide documentation of participation to DHC. DHC will not grant this preference if the family fails to provide notice. Notice and verification of the preference claim must be received prior to the offer of housing. To claim this preference applicants must be in good standing with respect to attendance and program rules.

4. A local preference for a family that can verify involuntary displacement due to domestic violence. The actual or threatened violence must have occurred within the past **30** days or be of a continuing nature and documented through police reports or shelter facility records.

An applicant who lives in a violent neighborhood or is fearful of other violence outside the household is not considered involuntarily displaced.

To qualify for this preference, the abuser must still reside in the unit from which the victim was displaced. The displacement from the unit must be verified as being involuntary, to avoid an attempt to circumvent the waiting list by the alleged victim and abuser. Unless the HA gives prior written approval. If the abuser moves out of the unit after the victim moves out he or she cannot reunite with the family unless the HA and the Landlord gives written approval to the abuser, by placing the person's name on the lease agreement for the Public Housing Program. Otherwise, the victim may be terminated for subleasing the unit.

DHC will approve the return of the abuser to the household under the following conditions.

- (a) DHC verifies that the abuser has received therapy or counseling that appears to minimize the likelihood of recurrence of violent behavior.
- (b) The verification that the abuser provides to the HA must be from a medical or counseling institution with professional trained staff that is licensed in the area of marriage counseling and/or certified professional in a related discipline.
- (c) If the abuser returns to the family without approval of the HA, the HA will deny or terminate assistance for breach of the certification.
- (d) If prior written approval is given by the HA for the abuser to reunite with the victim, subject to the victim request in writing, the abuser will be removed from the lease agreement if an abusive behavior is demonstrated while a member of the house hold. If the victim refuses to comply with the HA policy with removal of the abuser, the victim will be terminated from the Public Housing Program.
- The preference system described above will work in combination with requirements to match the characteristics of the family to the type of unit available, including units with targeted populations and income targeting requirements. When such matching is required or permitted by current law, DHC will give preference to the families described below. The ability to provide preferences for some family types will depend on unit size available.
 - (a) Units designed for elderly in accordance with the 1992 Housing Act, elderly families with a head, spouse or sole member at least 62 years of age will receive a preference for admission to such units.

- (1) When there are no elderly families on the waiting list, near-elderly families (head or spouse ages 50 to 61) may receive a preference for this type of unit.
- (2) Units with accessible features families with members who require a unit with accessible features will receive preference for such units over families who do not require such features. See below.
- (b) Units designated for the disabled in accordance with the 1992 Housing Act, disabled families with a head, spouse or sole member who qualifies as a person with disabilities will receive a preference for admission to units that are designated as disabled.
- (c) Units with accessible features families with members who require a unit with accessible features will receive preference for such units over families who do not require such features. See below.
- (d) Mixed population units in accordance with the 1992 Housing Act, elderly families whose head or spouse or sole member is at least 62 years age and disabled families, a family whose head or spouse or sole member is a person with disabilities, will receive equal preference for admission to such units. No limit will be established on the number of elderly or disabled families that may occupy a mixed population property.
 - (1) Local preferences shall be applied when selecting applicants for admission to this type of property along with income targeting requirements.
 - (2) Elderly families or disabled families with a local preference can be given a preference for admission over non-elderly and non-disabled families that do qualify for such preference.
 - (3) Elderly or disabled applicants who are single persons shall be given a preference for admission over single persons who are neither elderly or disabled.
 - (4) Units with accessible features families with members who require a unit with accessible features will receive preference for such units over families who do not require such features.
- (e) Units with accessible features, in any property, DHC will give a preference to families that include a person with disabilities who can benefit from the features in the unit.
- 6. Administration of the Preferences

- (a) DHC requires that applicants certify to their qualification for a local preference at the time of application (pre-application stage).
- (b) At the time of initial application local preferences. Verification of a local preference must be adequate to satisfy all preference conditions.
- (c) At the time of initial application, DHC will use a preference checklist or other form to obtain the family's certification that it qualifies for a local preference. If a local preference is claimed DHC will advise the family to notify DHC of any change that may affect their ability to qualify for a preference.
- (d) Applicants that are otherwise eligible and are certified or verified as qualifying for a local preference will be placed on the waiting list in the local preference applicant pool.
- (e) Families that do not qualify for a local preference at the time of application will be notified in writing and advised of their right to an informal meeting. If otherwise qualified, the family's application will then be placed on the waiting list in appropriate non-preference category.
- (f) Applicants that certify/verify to a local preference at the time of initial application must be able to verify their preference status prior to the offer of the unit. Applicants that cannot verify current preference status will lose their preference category.
- (g) Families that lose their original local preference, but still qualify for another local preference, will be placed on the waiting list in accordance with their current preference status. Families that cannot qualify for any of the local preferences will be moved into a non-preference category, in a lower position on the waiting list based on time and date of application.

7. Notice and Opportunity for a Meeting

- (a) DHC will provide a written notice of determination in those cases where an applicant does not meet the criteria for receiving a local preference. This notice shall contain; a brief statement of the reasons for the determination, and a statement that the applicant has the right to meet with the Resident Selection Office.
- (b) The applicant will be advised that he/she may exercise other rights if the applicant believes that illegal discrimination, based on race, color, religion, national origin,

age, disability, or familial status has contributed to DHC;s decision to deny the preference.

- 7. DHC will not give a local preference to an applicant if any member of the applicant family is a person evicted during the past three years because of drug-related criminal activity from housing under the 1937 Housing Act. DHC may give an admission's preference in any of the following cases:
- (a) If DHC determines that the evicted person has successfully completed a rehabilitation program approved by DHC;
- (b) If DHC determines that the evicted person clearly did not participate or know about the drug-related criminal activity; or
- (c) If DHC determines that the evicted person no longer participated in any drugrelated criminal activity.
- (d) If DHC determines that the evicted person no longer lives in the household.
- 8. The preference system described above will work in combination with requirements to match the characteristics of the family to the type of unit available, including units with targeted populations. When such matching is required or permitted by current law DHC will give preference to the families described below. The ability to provide preferences for some family types will depend on unit size available.
- (a) Units designed for the elderly in accordance with the 1992 Housing Act elderly families with a head, spouse or sole member at least 62 years of age will receive a preference for admission to such units.
 - (1) When there are no elderly families on the waiting list, near-elderly families (head or spouse ages 50 to 61) may receive a preference for this type of unit.
 - (2) Units with accessible features Families with members who require a unit with accessible features will receive preference for such units over families who do not require such features. See below.
- (b) Units designated for the disabled in accordance with the 1992 Housing Act, disabled families with a head, spouse or sole member who qualifies as a person with disabilities will receive a preference for admission to units that are designated as disabled.

- (c) Units with accessible features Families with members who require a unit with accessible features will receive preference for such units over families who do not require such features. See below.
- (d) Mixed population units in accordance with the 1992 Housing Act elderly families whose head or spouse or sole member is at least 62 years of age and disabled families, a family whose head or spouse or sole member is a person with disabilities, will receive equal preference for admission to such units. No limit will be established on the number of elderly or disabled families that may occupy a mixed population property.
 - (1) Local preferences shall be applied when selecting applicants for admission to this type of property.
 - (2) Elderly or disabled applicants who are single persons shall be given a preference for admission over single persons who are neither elderly nor disabled.
 - (3) Units with accessible features Families with members who require a unit with accessible features will receive preference for such units over families who do not require such features. See below.
- (e) Units with accessible features, in any property, DHC will give a preference to families that include a person with disabilities who can benefit from the features in the unit.

G. Applicant Selection Criteria

It is DHC's policy that all applicants should be screened in accordance with HUD's regulations (24 CFR Part 960) and sound management practices. During screening DHC will require applicants to demonstrate ability to comply with essential provisions of lease as summarized below.

- 1. All applicants must demonstrate through an assessment of current and past behavior the ability:
- (a) to pay rent and other charges as required by the lease in a timely manner;
- (b) to care for and avoid damaging the unit and common areas;
- (c) to use facilities and equipment in a reasonable way;
- (d) to create no health, or safety hazards, and to report maintenance needs;

- (e) not to interfere with the rights and peaceful enjoyment of others, and to avoid damaging the property of others;
- (f) not to engage in criminal activity that threatens the health, safety or right to peaceful enjoyment of other residents or staff; and not to engage in drug-related criminal activity on or off DHC premises;
- (g) to comply with necessary and reasonable rules and program requirements of HUD and the DHC; and,
- (h) to comply with health and safety codes.
- 2. How DHC will check ability to comply with essential lease requirements:
- (a) Information to be considered in completing applicant screening shall be reasonably related to assessing the conduct of the applicant and other family members listed on the application, in present and prior housing.
- (b) The history of applicant conduct and behavior must demonstrate that the applicant family can reasonably be expected not to:
 - (1) Interfere with other residents in such a manner as to diminish their peaceful enjoyment of the premises by adversely affecting their health, safety, or welfare; especially as it relates to drug or alcohol abuse.
 - (2) Adversely affect the physical environment or financial stability of the project;
 - (3) Violate the terms and conditions of the lease;
 - (4) Require services from DHC staff that would alter the fundamental nature of DHC's program.
- (c) DHC will conduct a detailed interview of all applicants using an interview checklist. The form will ask questions based on the essential elements of tenancy. Answers will be subject to third party verification.
- (d) DHC will complete a rental history check on all applicants.
- (e) Payments of funds owed to DHC is part of the screening evaluation. Payment of outstanding balances is an opportunity for the applicant to demonstrate an improved track record. DHC will consider any past balances owed DHC by the applicant for any program that DHC operates. DHC expects these balances to be

- paid in full (either in a lump sum or over time) before initiating the full screening process. DHC will not admit families who owe back balances.
- (f) DHC will complete a criminal background check on all applicants including other adult members in the household or any other member for which criminal records are available.
- (g) DHC will complete a home visit on all applicants, if adverse information is discussed in the screening process.
- (h) All applicants are required to attend and complete DHC's Pre-Occupancy training.
- (i) DHC's examination of relevant information respecting past and current habits or practices will include, but is not limited to, an assessment of:
 - (1) The applicant's past performance in meeting financial obligations, especially rent.
 - (2) A record of disturbance of neighbors (disturbances sufficient to warrant a police call) destruction of property, or living or housekeeping habits at present or prior residences which may adversely affect the health, safety, or welfare of other tenants or neighbors.
 - (3) Any history of criminal activity on the part of any applicant family member involving crimes of physical violence to persons or property and other criminal acts including alcohol or drug-related criminal activity which would adversely affect the health, safety, or welfare of other residents or staff or cause damage to the unit of the development.
 - (4) A record of eviction from assisted housing or other housing within three years for drug related criminal activity.
 - (5) The applicant or any applicant family member has been determined to be illegally using a controlled substance or involuntary termination from residential programs (taking into account date and circumstances).
 - (6) An applicant's ability and willingness to comply with the terms of DHC's lease.
- (j) An applicant's intentional misrepresentation of any information related to eligibility, award of preference for admission, housing history, allowances, family composition or rent will result in rejection.

(k) Applicants must be able to demonstrate the ability and willingness to comply with the terms of DHC's lease, either alone or with assistance which they can demonstrate that they have or will have at the time of admission. Availability of assistance is subject to verification by DHC.

3. Home Visits

- (a) Home visits at the current dwelling of the applicant shall be required of qualified applicants. Housekeeping inspections are part of the home visit.
- (b) Housekeeping criteria shall include, but not be limited to:
 - (1) Conditions in living room, kitchen (food preparation and clean-up), bathroom and bedrooms.
 - (2) Conditions of entrance ways, halls, and yard.
 - (3) Cleanliness in each room
 - (4) General care of furniture, appliances, fixtures, windows, doors and cabinets.
- (c) Other DHC lease compliance criteria will also be checked, such as:
 - (1) Evidence of destruction of property
 - (2) Unauthorized occupants
 - (3) Evidence of criminal or drug related activity
 - (4) Conditions inconsistent with application information
- (d) All applicants shall have at least two days' advance written notice of Home Visits.
- (e) The purpose of the Home Visit is to obtain information to be used in determining the applicant's compliance with Applicant Screening Criteria.
- 4. Screening applicants who claim mitigating circumstances
- (a) If unfavorable information is received about an applicant, consideration shall be given to the time, nature and extent of the applicant's conduct and to factors that might indicate a reasonable probability of favorable future conduct. To be factored into DHC's screening assessment of the applicant, mitigating circumstances must be verifiable.

- (b) Mitigating circumstances are facts relating to the applicant's record of unsuitable rental history or behavior, which when verified, would indicate both: (1) the reason for the unsuitable rental history and/or behavior; and (2) that the reason for the unsuitable rental history and behavior is no longer in effect or is under control, AND applicant's prospect for lease compliance is an acceptable one, justifying admission. Mitigating circumstances would overcome or outweigh information already gathered in the screening process.
- (c) If the mitigating circumstances claimed by the applicant relate to a change in disability, medical condition or course of treatment, DHC shall have the right to refer such information to persons qualified to evaluate the evidence and verify the mitigating circumstance. DHC shall also have the right to request further information reasonably needed to verify the mitigating circumstance, even if such information is of a medically confidential nature. Such inquiries will be limited to the information necessary to verify the mitigating circumstances or, in the case of a person with disabilities, to verify a reasonable accommodation.
- (d) Examples of mitigating circumstances might include:
 - (1) Evidence of successful completed supervised drug or alcohol rehabilitation program;
 - (2) Evidence of the applicant family's participation in a supervised drug or alcohol rehabilitation program, social service or other appropriate counseling service;
 - (3) Evidence of successful and sustained modification of previous disqualifying behavior.
- (e) Consideration of mitigating circumstances does not guarantee that applicant will qualify for admission. DHC will consider such circumstances in light of:
 - (1) the applicant's ability to substantiate through verification the claim of mitigating circumstances and his/her prospects for improved future behavior; and
 - (2) the applicant's overall performance with respect to all the screening requirements; and,
 - (3) the nature and seriousness of any criminal activity, especially drug related criminal activity that appears in the applicant's record.
- 5. Qualified and Unqualified Applicants
- (a) Verified information will be analyzed and a determination made with respect to:

- (1) Eligibility of the applicant as a family;
- (2) Eligibility of the applicant with respect to income limits for admission;
- (3) Eligibility of the applicant with respect to citizenship or eligible immigration status;
- (4) Preference category (if any) to which the family is entitled;
- (5) Qualification of the applicant with respect to the Applicant Selection Criteria.
- (b) Families determined to be qualified will be notified by DHC of the approximate date of occupancy insofar as that date can be reasonably determined.
- (c) Assistance to a family may not be delayed, denied or terminated on the basis of the family's ineligible immigration status unless and until the family completes all the verification and appeals processes to which they are entitled under both INS and DHC procedures.
- (d) DHC will make every effort to accurately estimate an approximate date of occupancy. However, the date given by DHC does not mean that applicants should expect to be housed by that date. The availability of a suitable unit to offer a family is contingent upon factors not directly controlled by DHC, such as turnover rates, and market demands as they affect bedroom sizes and project location.
- (e) Applicants determined unqualified for admission will be promptly notified. These applicants will receive a Notice of Denial from DHC, stating the basis for such determination. DHC shall provide such applicants with an opportunity for an informal review with the Resident Selection Office.
- (f) Applicants who are known to have a disability or handicap and have been determined eligible but who fail to meet the Applicant Selection Criteria, will be offered an opportunity for a second meeting to have their cases examined to determine whether mitigating circumstances or reasonable accommodations will make it possible for them to be housed.

H. Resident Participation in the Intake and Screening Process

- 1. Policy statement on resident participation
- (a) DHC's policy is to encourage resident participation in the applicant intake and screening process. Further, DHC recognizes that screening is only part of the

- occupancy cycle, and for the DHC-resident partnership to be effective, work is required both before and after admission.
- (b) Given this policy DHC, in conduction with its resident leaders, proposes the following areas of involvement:
 - (1) Orientation for families in Shelters to introduce shelter families to DHC's screening requirements so that families with poor tenancy histories can take actions (either on their own or with support) to demonstrate the ability to comply with DHC's lease.
 - (2) Applicant pre-occupancy orientation Attendance at a pre-occupancy orientation program will be a requirement of screening. Residents and DHC staff will design and deliver the orientation.
 - (3) Resident post-occupancy follow up provide a post move-in follow-up to check on new residents, provide additional orientation, and offer resident-to-resident assistance, either through the resident council, or through a mentor program, so that new families do not become isolated and issues of lease noncompliance (if any) can be spotted and addressed early without resorting to eviction. Residents and the manager at each property will work together on the design of a follow-up program for each property.

I. Occupancy Guidelines

- 1. It is DHC's policy and HUD requirement, that units should be occupied by families of the appropriate size. This policy maintains the usefulness of the units, while preserving them from excessive wear and tear or underutilization.
- 2. The following general unit maximum and minimum number of persons per unit will govern the assignment of a family of a given size and composition. These are only guidelines and the maximum may be exceeded at the request of the family, or because of the square footage of a specific unit:

Occupancy Guidelines Chart

Number of Bedrooms	Min Persons/Unit	Max Persons/Unit
0BR	1	1
1BR 2BR	1 2	2 4

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3BR	3	6
4BR	4	8
5BR	5	10
6BR	6	12

- 3. Exceptions to the maximum standards may be made in case of reasonable accommodations for a person with disabilities, emergencies, and at the discretion of the Executive Director or designee.
- 4. Families will not be placed on the waiting list for a larger unit unless there is a verifiable medical reason or reasonable accommodation that requires that the family be placed in a larger size unit.
- 5. An unborn child will not be counted as a person in determining unit size. A single pregnant woman may be assigned to a one bedroom unit. In assigning a unit DHC will also consider a child who is temporarily away from the home because of placement in foster care or kinship care.
- 6. Dwelling units will be so assigned that:
- (a) It will not be necessary for persons of different generations or opposite sex, other than husband and wife, to occupy the same bedroom. Exceptions may be made for infants and young children or at the request of the family.
- (b) For verified reasons of health (disability, addition of a live-in aide, need for medical equipment, etc.), a separate bedroom may be provided for an individual family member.
- (c) Two children of the opposite sex will not be required to share a bedroom except at the request of the family.
- (d) The living room will not be used as a bedroom.
- (e) A single head of household parent shall not be required (but may choose) to share a bedroom with his/her children.

J. Credit Reports

- 1. In addition to home visits and completion of landlord verification forms, which are erformed by Residents Selections Office staff, DHC will obtain applicants' credit report and contact housing providers and/or landlords as a part of the applicant screening procedures.
- 2. Rental History

- (a.) DHC will also perform a check of the applicant's rental history on:
- (1) All Public Housing applicants.
- (2) Those applicants with no current/prior landlord.
- (3) Those applicants with no current/prior landlord references or where the housing provider is not a traditional landlord (i.e. family member, agency or shelter).
- (b.) The reason for checking with prior landlords or shelter providers are those current landlords of dangerous, destructive or costly applicants may misrepresent information about applicants thereby DHC inherits the landlord's problem tenant. Contacts with all prior landlords for at least the past three years or the prior tenancies are to be pursued by DHC staff.

3. Checking Landlord Information

- (a.) DHC differentiates between applicants who are/were the Tenant of Record (TOR) whose landlord DHC cannot reach and applicants who have lived somewhere without the landlord's knowledge and consent, thus making it impossible for the prior landlord to verify residency, or rent paying ability.
- (b.) DHC will attempt to verify that the applicant is the TOR by contacting the landlord. DHC will also accept: a notarized letter from the TOR when the Applicant living in the unit is not on the lease; other credible references that can verify address and tenancy status of the period under review and any secondary forms of verification.
- (c.) Where current or previous landlord is a relative of the applicant, DHC will give more weight to those periods where the applicant lived in a unit provided by a landlord not related to the family.
- (d.) If no landlord references are available, DHC will obtain a credit report and contact the current housing provider with a request that the provider complete the landlord verification form.
- (e.) DHC will also consider state and local court records for evidence of evictions or judgments against the applicant, if stated on a credit report.

4. Evaluating Credit Information

- (a.) DHC will make a careful examination of the credit report. The report will be checked to determine if there are inconsistencies in the applicants' housing history as reported to DHC on the application form of other documents. DHC staff will consider negative credit information less critical than poor rental payment history. Thus, poor credit with respect to nonpayment or delinquent rent and utilities will be given greater weight than nonpayment of delinquencies for other consumer obligations.
- (b.) If DHC rejects an applicant because of poor credit history, DHC staff will advise the applicant in the rejection notice of his/her rights under state law to:
- (1) Examine the credit report (copy).
- (2) Dispute and correct inaccurate credit information Should the applicant successfully demonstrate to DHC that the credit report is inaccurate and the report is corrected, DHC will consider reinstatement to the waiting list using the original date and time of the application, if no other outstanding issues exist.
- (c.) DHC will consider bad credit as understandable when mitigating circumstances that can be documented by the applicant, i.e. loss of job, illness or medical problems that limited a family's financial resources. DHC will also consider whether nonpayment or poor payment of rent and other charges is likely to reoccur once the applicant obtains housing where the rent is adjusted based on income.
- (d.) If an applicant has filed bankruptcy and this is reflected in the credit report, DHC will determine if the bankruptcy included debts related to tenancy and shelter costs. Applicants will not be rejected solely on the basis of the bankruptcy filing.
- 5. Utilities. Where applicants have had past responsibility for utility payments, DHC will use account records by utility companies (excluding telephone and cable TV services).
- 6. Other Documentation DHC will accept credible evidence of rent payment or utility payments in the form of canceled rent checks, money orders or rent receipts for any period of tenancy under review. DHC will review 12 to 36 months of rent receipts, utility bills, etc. unless the applicant documents that a shorter period of time is applicable.
- 7. Ability to Obtain Utility Connections
 - (a.) Ability to obtain utility service is considered an indicator of the applicant's past performance in meeting financial obligations.

- (b.) DHC owns public housing units where resident is responsible for the utility payments. In accordance with the Admission and Occupancy Policy and the Lease Agreement, DHC requires that applicants offered units with tenant-paid utilities be able to secure utility service in their name. Applicants that cannot secure utility service will not be permitted to move into units with tenant-paid utilities. Assuming that an applicant in these situations passes screening DHC will, subject to availability, offer a different unit where DHC pays the utilities.
- (c.) DHC will advise all applicants of the above requirements at initial intakes and remind applicants of this requirement at the start of the screening process.
- (d.) If Resident Selection Office staff has questions about any information received, they may contact the housing provider in order to get reliable and credible documentation.
- (e.) Acceptable documentation for demonstrating good past performance in meeting financial obligations, especially rent will include a combination of:
- (1) Completed landlord verification forms for the past three years or past three tenancies.
- (2) Rent or utility receipts cover 12 to 36 months of payment history for any tenancy period under review.
- (3) Account records (computer printouts or other forms) provided by utility companies for any period of tenancy under review.
- (4) Credit check, as required above, that has no negative indicators especially with respect to shelter costs; shows that the information on the credit report is consistent with other documentation or statements made by the applicant.
- (5) Court records that indicate no records of eviction for nonpayment, or failure to pay for damages or other charges due to landlord, if stated on a credit report.
- 8. Primary indicators for meeting financial obligations, especially rents are:
 - (a.) Without evidence of mitigating circumstances, no more than three rent delinquencies in any 12 consecutive months of tenancy under review; Payment of rent in full and on time for the period under review, payment of utilities in full and on time (no shut-offs or termination of Services).

- (b.) Subject to verification, applicants may also present evidence of a recovery from a delinquency, such as sweat equity to pay off a debt, provided another service for debt forgiveness, and meeting the requirement of payment contract for back rent.
- 9. Secondary indicators for meeting financial obligations, especially for rent are:
 - (a.) One or more of the secondary indicators should be present to demonstrate acceptable payment history under these criteria.
 - (1) Self-employment work histories that show good performance and habits with respect to monthly payment of bills or creditors (as verified by vendors or creditors);
 - (2) Record of payments of consumer loans, credit cards of lay aways (monthly payment in full and on time) or evidence of recovery from a delinquency;
 - (3) Record of utility payments other than gas or electric such as water and sewer, telephone (monthly payment in full and on time) or evidence of recovery from a delinquency;
 - (4) Record of cable TV payment (monthly payment in full and on time) or evidence of recovery from a delinquency;
 - (5) Record of making any kind of regular payment, i.e. monthly payment of storage bill for household possessions;
 - (6) No outstanding debts, liens, defaults, or other bad payment history;
 - (7) Record of regular payment for alimony or child support;
 - (8) Ability to secure a vendor payment agreement with payments made directly to DHC:
 - (9) Establishment of protective payee status for monthly rental payments (applicant gives a third party authorization, limited power of attorney, to handle finances and make payments. The relationship is subject to verification by DHC.

2. TENANT SELECTION AND ASSIGNMENT PLAN

A. Organization of the Waiting List

It is DHC's policy that each applicant shall be assigned his/her appropriate place on a single city-wide waiting list and site based waiting lists in sequence based upon date and time the application is received, suitable type or size of unit, and factors affecting

preference or priority. Preference and priority factors are established in this policy in accordance with HUD regulations. Exceptions to single city-wide waiting lists will be permitted only to comply with Court Orders, Settlement Agreements, or when approved in advance by the Assistant Secretary for Fair Housing and Equal Opportunity.

B. Method of Applicant Selection

- 1. DHC will first match the characteristics of the applicant to the unit available, including any priorities for admission required for designated or mixed population housing. Applicable local preferences as described earlier in this policy will then be used to determine the order of selection from the waiting list. Further, in the selection of a family for a unit with accessible features DHC will give preference to families that include a person with disabilities who can benefit from the features.
- 2. In selecting applicants for offers of units, DHC will use local preference to achieve the following distribution:

100% of the applicants admitted on an annual basis will be selected from local preferences.

- 3. The percentage limitation described above is a factor in every admission. Certain types of transfers will also be processed with new admissions.
- 4. The applicant must accept the second vacancy offered within 3 working days of the date the offer is communicated (by phone or mail) or be moved to the bottom of the waiting list. Offers made over the phone will be confirmed by letter to the applicant. If unable to contact an applicant by phone DHC will send a letter.
- 5. "Bottom of the list" shall mean the applicant will lose preferences for which he/she may have been eligible for.
- 6. If more than one unit of the appropriate size and type is available, the first unit to be offered will be the unit that was ready for occupancy first.
- 7. If an applicant is willing to accept the unit offered but is unable to move at the time of theoffer and presents to the satisfaction of DHC clear evidence ("good cause") that acceptance of the offer of a suitable vacancy will result in undue hardship or handicap not related to considerations of race, color, sex, sexual orientation, religion or national origin, the applicant will not be moved to the bottom of the waiting list.
- 8. Examples of good cause reasons for the refusal of an offer of housing include, but are not limited to:

- (a) Inaccessibility to source of employment or children's day care such that adult household member must quit a job, drop out of an educational institution or job training program;
- (b) Presence of a health risk in the unit offered when the applicant has children under the age specified by current law;
- (c) The family demonstrates to DHC's satisfaction that accepting the offer will result in a situation where a family member's life, health or safety will be placed in jeopardy. The family must offer specific and compelling documentation such as restraining orders, other court orders, or risk assessments related to witness protection from a law enforcement agency. Reasons offered must be specific to the family. Refusals due to location alone are not good cause.
- (d) A health professional verifies temporary hospitalization or recovery from illness of the principal household member, other household members or live-in aide (each as listed on final application) necessary to the care of the principal household member;
- (e) The unit is inappropriate for the applicant's disabilities.
- (f) An elderly or disabled family makes the decision not to occupy or accept occupancy in designated housing.
- 9. The applicant must be able to document that the hardship claimed is good cause for refusing an offer of housing. Where good cause is verified to DHC's satisfaction, the refusal of the offer shall not require that the applicant be moved to the bottom of the waiting list.
- 10. DHC will maintain a record of units offered, including location, date and circumstances of each offer, and each acceptance or rejection, including the reason for the rejection.

C. Occupancy of Dwelling Units with accessible or adaptable features

- 1. Before offering a vacant accessible unit to a non-disabled applicant, DHC will offer such units:
- (a) First, to a current occupant of another unit of the same development, or other public housing developments under DHC's control, having a disability that requires the special features of the vacant unit.

- (b) Second to an eligible qualified applicant on the waiting list having a disability that requires the special features of the vacant unit.
- 2. When offering an accessible/adaptable unit to a non-disabled applicant, DHC will require the applicant to agree to move to an available non-accessible unit within 30 days when either a current resident or applicant needs the features of the unit. This requirement will be reflected in the lease agreement signed with the applicant.

D. Leasing and Occupancy of Dwelling Units

It is DHC's policy that all units must be occupied pursuant to a lease that complies with HUD's regulations.

- 1. Applicant folders will be processed at the Resident Selection Office. Initial intake, waiting list management, screening, and offers of housing (including transfers) will be made at the Resident Section Office. Offers may be made in person or by phone.
- 2. When offering units DHC will provide the applicant with a brief property description and other information to help orient the applicant to the neighborhood and location in the property. Staff making offers will be familiar with DHC's housing sites. If the offer of a unit is preliminarily accepted by the applicant, the manager of the property will be advised of the offer and will contact the applicant to set up a date to show the unit.
- 3. Once the unit is shown and the applicant accepts the unit, the manager will execute a lease. If the applicant refuses the unit, the reason for the refusal must be obtained in writing from the applicant. The applicant must sign a refusal form. The form is then sent to Resident Selection for "good cause" determination. No applicant will be expected to sign a lease for a unit that is not ready for occupancy.
- 4. Managers will only show and lease units of the appropriate size. If an exception to DHC's occupancy standards is approved for the applicant this information will be noted on the leasing packet sent to the manager.
- 5. Changes in family composition, income or status between the time of the interview with the applicant and the showing of the unit, or between annual reexaminations will be processed at the Resident Selection Office. Managers shall work with central office to forward necessary information and coordinate this activity with the applicant or resident family. Managers shall not lease units to families whose occupancy will create an over or under housed situation.
- 6. The lease shall be signed by the head of household, spouse, and all other adult members of the household accepted as a resident family and by an authorized representative of DHC.

- 7. If a resident transfers from one DHC unit to another, a new lease will be executed for the dwelling into which the family moves.
- 8. If at any time during the life of the lease agreement, a change in the resident's status results in the need for changing or amending any provision of the lease, either:
- (a) A new lease agreement will be executed, or
- (b) A Notice of Rent Adjustment will be executed, or
- (c) An appropriate rider will be prepared and made a part of the existing lease, or appropriate insertions made within the lease. All copies of such riders or insertions are to be dated and signed by the Resident and by an authorized representative of DHC.
- 9. Only those persons listed on the most recent certification form shall be permitted to occupy a dwelling unit. Except for natural births to family members, any family seeking to add a new member must request approval prior to the new member occupying the unit.
- 10. Additions to the household Following receipt of a family's request for approval, DHC will conduct a pre-admission screening of the proposed new member. Only new members approved by DHC following the screening process will be added to the household. The results of screening shall be used to determine whether or not to admit the new member. Children born to a family member, children under the age below which Juvenile Justice records are not made available who are adopted by a family member or who are added through a kinship care arrangement are exempt from the pre- admission screening process. The exemption age specified in this paragraph is subject to change should the State of locality modify its laws concerning the availability of police or court records for juvenile offenders.
- 11. Examples of situations where the addition of a family member is subject to screening are:
- (a) Resident plans to be married and files a request to add the new spouse to the lease;
- (b) Resident is awarded custody of a child over the age for which juvenile justice records are available;
- (c) Resident desires to add a new family member to the lease, employ a live-in aide, or take in a foster child(ren).

- (d) A unit is occupied by a remaining family member (s) under age 18 (and not an emancipated minor) and an adult, not a part of the original household, requests permission to take over as the head of the household.
- 12. Residents who fail to notify DHC of additions to the household are in violation of the lease. Residents who permit persons to join the household without undergoing screening are also in violation of the lease. Such persons will be considered unauthorized occupants by DHC and the entire household will be subject to eviction.
- 13. Family members over age 18 who move from the dwelling unit to establish new households shall be removed from the lease. The resident has the responsibility to report the move-out within 30 calendar days of its occurrence. These individuals may not be readmitted to the unit and must apply as a new applicant household for placement on the waiting list. Medical hardship, or other extenuating circumstances shall be considered by DHC in making determinations under this paragraph.
- 14. Visitors may be permitted in a dwelling unit. Visits must not exceed 14 calendar days, unless authorized by the manager. Visitors remaining beyond this period shall be considered unauthorized guests and the head of household shall be guilty of breach of the lease.
- 15. In accordance with the lease, roomers and lodgers shall not be permitted to occupy a dwelling unit, nor shall they be permitted to move in with any family occupying a dwelling unit, nor shall the residents sublet their units. Violation of this provision is grounds for termination of the lease.
- 16. Residents will not be given permission to allow a former resident of DHC who has been recently evicted to occupy the unit for any period of time. Violation of this requirement is grounds for termination of the lease.
- 17. Residents must advise DHC if they will be absent from the unit for more than 7 days. Residents are required to notify the manager and make arrangement to secure the unit and provide a means for DHC to contact the resident in the event of an emergency. Failure to advise DHC of an extended absence is grounds for termination of the lease.

E. Resident Transfers

1. It is DHC's policy that transfers will be made without regard to race, sex, sexual orientation, color, religion, national origin, or familial status. Residents can be transferred to accommodate a disability.

- 2. Residents will not be transferred to a dwelling unit of equal size within a site or between sites except to alleviate hardship of the resident or other undesirable conditions as determined by the Executive Director or designee.
- 3. DHC has four types of transfers: Emergency, Administrative Category 1, Administrative Category 2, and Incentive.

4. Resident Transfer Criteria:

- (a) Emergency Transfers are permitted when the unit or building conditions pose an immediate threat to resident life, health or safety, as determined by DHC. Emergency transfers within sites or between sites may be made to repair unit defects hazardous to life, health, or safety, alleviate verified medical problems of a life threatening nature, or based on documentation provided by a law enforcement agency, protect members of the household from attack by the criminal element in a particular property or neighborhood. These transfers shall take priority over new admissions.
- (b) Administrative Transfers Category 1: include transfers to remove residents who are witnesses to crimes and may face reprisals (as documented by a law enforcement agency), provide housing options to residents who are victims of hate crimes or extreme harassment, alleviate verified medical problems of a serious nature, permit modernization of units, or permit a family that requires a unit with accessible features to occupy such a unit. These transfers shall take priority over new admissions.
 - (1) Requests for medical transfers under Category 1 will be made to the manager. The resident will provide the manager with the necessary verification and/or documentation to substantiate the need for a medical transfer. Whenever feasible, transfers will be made within a resident's area. Medical transfers may also be initiated by DHC (e.g., moving a person with mobility problems to a unit with accessible features).
- (c) Administrative transfers Category 2: within sites or between sites may be made to correct occupancy standards (over/under housed conditions), to correct and avoid concentration of the most economically and socially deprived families and to address situations such as neighbor disputes that are not criminal but interfere with the peaceful enjoyment of the unit or common areas. These transfers will not take priority over new admissions.
- (d) Category 2 administrative transfers will be processed with new admissions using a case by case determination. Based on recommendations from staff, the

Executive Director may authorize a change in this ratio or suspend the processing of this type transfer.

- (1) Transfers to correct occupancy standards may be recommended at the time of re-examination or interim redetermination. This is the only method used to determine over/under housed status.
- (2) Residents in an over/under housed status will be advised that a transfer is recommended and the family has been placed on the transfer list.
- (3) When a head of a household, originally housed in a bedroom by him/herself, has a child, that child shall remain in the parent's bedroom until it is two (2) years of age. After age 2, a Category 2 administrative transfer may be recommended.
- (4) Split-family transfers will be processed under this category of administrative transfers. Families that split into 2 "new" households may be transferred to two different units or a portion of the "old" household may be transferred to a single unit depending on family circumstances and unit availability. Options for split family transfers will be considered in order to minimize the impact on vacant units. Such transfers will be made in a manner that best benefits DHC.
- (e) Good record required for a transfer residents will be considered for transfer if they:
 - (1) have not engaged in criminal activity that threatens the health and safety of residents and staff.
 - (2) do not owe back rent or other charges, or evidence a pattern of late payment; or
 - (3) meet reasonable housekeeping standards and have no house-keeping lease violations.

Exceptions to the good record requirements may be made for emergency transfers or when it is to DHC's advantage to move forward with the transfer.

- (f) Without a determination of exception the following policy applies to transfers:
 - (1) If back rent is owed the resident will not be transferred until a payment plan is established or, if prior payment plans have failed, back rent is paid in full.
 - (2) A resident with housekeeping standards violations will not be transferred until he/she passes a follow-up housekeeping inspection.

- (g) Incentive Transfers DHC will occupy Scattered Site units through incentive transfers. No applicant shall be admitted directly to a Scattered Site unit.
- (h) Residents requests for incentive transfers should be made to the Housing Manager. Managers may also recommend a resident for an incentive transfer. In order for a resident to be considered for an incentive transfer the following conditions must be met:
 - (1) Residency in a DHC development for at least five (5) years.
 - (2) No repayment agreement or unpaid balance at any time in the past two (2) years.
 - (3) No history of disturbances that resulted in lease violations or violence toward staff or neighbors as indicated by notices of lease violation in the applicant's file.
 - (4) Good housekeeping record.
- (i) Cost of transfers Residents shall bear the cost of transfers to correct occupancy standards, however, where there is a hardship due to health, disability, or other factors, the manager may recommend the families be reimbursed their out-of-pocket expenses for an occupancy standards transfer. Transfers requested or required by DHC will be paid by DHC.
- (j) The Manager has the responsibility to obtain and document all pertinent information relative to a request for transfer.
- 5. Resident Transfers, Administrative Requirements
- (a) Transfers will be processed at the Resident Selection Office. A central transfer list will be maintained.
- (b) Asset Managers will review and approve all transfer requests and forward the request to The Resident Selection Office.
- (c) Residents will receive one offer of a transfer. Refusal of that offer without good cause will result in the removal of the household from the transfer list. The good cause standards applicable to new admissions shall apply to transfers.
- 3. ELIGIBILITY FOR CONTINUED OCCUPANCY, ANNUAL RE-EXAMINATIONS AND REMAINING FAMILY MEMBERS
- A. Eligibility for Continued Occupancy

Residents who meet the following criteria will be eligible for continued occupancy:

- 1. Qualify as a family as defined in Section 8 of this policy.
- 2. Are in full compliance with the resident obligations and responsibilities as described in the dwelling lease.
- 3. Whose family members, age 6 and older, each have Social Security numbers or have certifications on file indicating they have no Social Security number.
- 4. Who are citizens or have eligible immigration status. Every member of a resident family must submit either evidence of citizenship or eligible immigration status as required by HUD.
- 5. Availability of Income Matching Information. The DHC shall require that any family that resides in a public housing dwelling unit who receives information regarding income, earnings, wages, unemployment compensation from HUD pursuant to income verification procedures of HUD, to disclose such information upon receipt of information to the DHC that operates the dwelling unit in which such family resides. THE DHC shall require that the resident family members sign an agreement under which the applicant or participant agrees to provide the DHC the information required for the sole purpose of the DHC verifying income information pertinent to the applicant's or participant's eligibility or level of benefits and compliance with such agreement. (QHWRA Section 508 (d))

B. Remaining Family Members and Prior Debt

1. As a party to the lease, remaining family members (other than the head or spouse) 18 years of age or older will be responsible for arrearage incurred by the former head or spouse. DHC will not hold remaining family members responsible for any portion of the arrearage incurred prior to the remaining member attaining age 18.

C. Periodic Re-examination

- 1. Regular re-examinations. DHC shall, at least once a year, re-examine the incomes of all resident families.
- 2. Special re-examinations. When it is not possible to estimate projected family income with any degree of accuracy at the time of admission or regular re-examination, a temporary determination will made with respect to income and a special re-examination will be scheduled for every 90 days until a reasonably accurate estimate of income can be made. The resident will be notified in advance as to the date for the special re-

examination(s). Special re-examination shall also be conducted when there is a change in the head of household that requires a remaining family member take on the responsibilities of a leaseholder.

3. Persons reporting zero income will have their circumstances examined every 90 days until they have a stable income. Persons claiming zero income will also be asked to complete a family expense form. This form will be the first form completed in the annual re-examination process. The form will ask residents to estimate how much they spend on: food, beverages, transportation, health care, child care, debts, household items, etc. Residents will then be asked how they pay for these items.

4. Re-examination Procedures

- (a) At the time of re-examination, all adult members of the household will be required to sign rent review and other forms required by HUD.
- (b) Employment, income, allowances, Social Security number, and such other data as is deemed necessary will be verified, and all verified findings will be documented and filed in the resident's folder.
- (c) Verified information will be analyzed and a determination made with respect to:
 - (1) Eligibility of the resident as a family or as the remaining member of a family:
 - (2) Unit size required for the family;
 - (3) Rent the family should pay.
- (d) Income shall be computed in accordance with the definitions and procedures set forth in this policy.
- (e) Families failing to respond to the initial re-examination appointment will be issued a final appointment within the same month. Failure to respond to the final request will result in termination of the lease.

5. Action Following Re-examination

- (a) If there is any change in rent, the lease will be amended, or a new lease will be executed, or a Notice of Rent Adjustment will be issued.
- (b) If any change in the unit size is required, the resident will be placed on a transfer list in accordance with the transfer criteria described earlier in this policy and moved to an appropriate unit when one becomes available.

(c) DHC shall not commence eviction proceedings, or refuse to renew a lease, based upon the income of the resident family unless (1) it has identified, for possible rental by the family a unit of decent, safe and sanitary housing of suitable size available at a rent not exceeding thirty 30% of income as defined by the DHC for the purpose of determining rents; or (2) it is required to do so by local law. Pending their removal from the project, such families are to be charged rents calculated in accordance with the formula for Total Tenant Payment described in Section 8 of these policies.

D. Disallowance of Earned Income

- 1. The DHC will disregard increases in earned income of residents for up to twelve (12) months as a result of: 1) A family's annual income as a result of employment of a family member who was unemployed for one or more years previous to employment; 2) Participation in any economic self-sufficiency or other job training program; or 3) An increase in earned income by residents who have, at any time within the past six months, received temporary assistance for needy families funded under Part A of Title IV of the Social Security Act. This policy also allows DHC to disregard 50% of any such increased income for any eligible resident for an additional twelve (12) months after the expiration of the initial twelve month period. (QHWRA Section 508 (b))
- 2. **DHC Income Disregard**. In addition to the twelve month total and the twelve month partial income disregard periods, as an additional incentive, the DHC will also allow a deferment, for up to six (6) months for persons participating in a DHC job training program approved by the DHC's Board of Commissioners and Executive Director; and would allow total disregard for any and all training income received during the additional six month deferment period.

4. RESIDENT CHOICE OF RENT PAYMENT

The DHC will establish flat rents for all dwelling units inventory wide. Flat rents for a class of units will be based on the unit type, size, location and has an established reasonable market value.

Flat rents will be calculated according to reasonable market values as determined by the DHC utilizing a comparison between the HUD established Section 8 Fair Market Rents (FMR) and the Michigan Low-Income Tax Credit Rent schedules.

A. Flat Rents

For units currently existing in the housing stock, the current "ceiling rents" will be retained on a transitional basis for three (3) years. At that time, the DHC will adjust the

ceiling rents to flat rents, based upon a reasonable market value for those units. (24 CFR 5.603, 5.614; QHWRA; Section 523)

Flat Rents for All Public Housing Units:

Studio-	\$	386.00
1 Bedroom	\$	525.00
2 Bedrooms-	\$	634.00
3 Bedrooms-	\$	793.00
4 Bedrooms-	\$	889.00
5 Bedrooms-	\$1	,022.00
6 Bedrooms -	\$1	,156 00

The DHC shall immediately provide for a family to switch to an income based rent instead of a flat rent amount upon the determination that the family is unable to pay the flat rent amount because of financial hardship, including:

Situations in which the income of the family has decreased because of changed circumstances, loss or reduction of employment, death in the family, and reduction in or loss of income or other assistance:

An increase, because of changed circumstances, in the family's expenses for medical costs, child care, transportation, education or similar items; and

Such other situations as may be determined by the DHC. (QHWRA; Section 523)

For families electing the flat rent payment amount, the DHC shall review the income of such families not less than once every three (3) years. Families choosing to pay the income-based rent, shall continue to have a re-examination of income once every twelve (12) months. On an annual basis, all families shall be afforded the resident choice of rent payment and can choose to pay the lesser of the income-based rent or the established flat rent per the flat rent amounts. (QHWRA; Section 523)

B. Income –Based Rent

At the time of admission or the reexamination, all families shall be charged the greater of:

Thirty percent (30%) of the monthly adjusted income; or Ten percent (10%) of the unadjusted monthly income.

Regardless of whether the family chooses to pay a flat rent or income-based rent, the family must pay at least the DHC minimum rent.

C. Minimum Rent

Effective July 1, 2005, the DHC has established \$50.00 as minimum rent. In the event a family believes the imposition of a minimum rent would create a financial hardship, the family may

request an exemption from payment of minimum rent. Financial hardship includes these situations: (1) when the family income decreases due to changed circumstances, including loss of employment; (2) when a death has occurred in the family; (3) when the family would be evicted because it is unable to pay the minimum rent; (4) the family has lost eligibility or is awaiting an eligibility determination receive federal, state or local assistance (this includes legal aliens entitled to receive assistance under the Immigration and Nationality Act); and (5) other situations as determined by the DHC or HUD. If a family requests a financial hardship exemption, the DHC must suspend the minimum rent requirement beginning the month following the family's request for a hardship exemption and continuing until the DHC determines whether there is a qualifying financial hardship and whether it is temporary (less than 90 days) or long term (90 days or more). The DHC must promptly determine whether a qualifying hardship exists and whether it is temporary or long term. The DHC may not evict the family for nonpayment of minimum rent during the 90-day period beginning the month following the family's request for a hardship exemption. If the DHC determines that a qualifying financial hardship is temporary, the DHC must reinstate the minimum rent from the beginning of the suspension of the minimum rent. The DHC must offer the family a reasonable repayment agreement, on terms and conditions established by the DHC, for the amount of back minimum rent owed by the family. If the DHC determines there is no qualifying financial hardship exemption, the DHC must reinstate the minimum rent, including back rent owed from the beginning of the suspension. The family must pay the back rent on terms and conditions established by the DHC. In cases where DHC determines either that a temporary qualifying financial hardship exists, or that no qualifying financial hardship exists, the terms of the repayment agreement are as follows: 1) The head of household shall sign a repayment agreement; 2) the back rent owed must be paid in equal payments not to exceed six months; 3) Failure to adhere to the terms of the agreement is grounds for termination of assistance. If the DHC determines a qualifying financial hardship is long term, the DHC must exempt the family from the minimum rent requirement so long as such hardship continues. Furthermore, the DHC will conduct a re-examination every 90 days during the period the financial hardship exists. Such exemption shall apply from the beginning of the month following the family's request for a hardship exemption until the end of the qualifying financial hardship. The financial hardship exemption only applies to payment of the minimum rent (as determined pursuant to § 5.628(a)(4) and § 5.630), and not to the other elements used to calculate the total tenant payment (as determined pursuant to § 5.628(a)(1), (a)(2) and (a)(3)). If a public housing family requests a hearing under the DHC grievance procedure, to review the DHC's determination denying or limiting the family's claim to a financial hardship exemption, the family is not required to pay any escrow deposit in order to obtain a grievance hearing on such issues. (QHWRA; Section 507 (A)(B))

5. INTERIM RENT ADJUSTMENTS: FIXED RENT SYSTEM

A. Rent Adjustments

1. Residents must report all changes in family composition, status or income to the housing manager within 10 calendar days of the occurrence. Failure to report within the 10 calendar days may result in a retroactive rent charge.

2. Not all changes in family income between reexaminations will result in a rent change. DHC will process interim changes in rent in accordance with the chart below:

INCOME CHANGE DHC ACTION

- (a) Decrease in income for any reason DHC will process an interim except for decrease that lasts for less than adjustment in rent. An interim 30 days adjustment will not be processed if the decrease will last less than 30 days.
- (b) Increase in earned income from the DHC will defer the increase the next employment of a current household regular reexamination.
- (c) Increase in unearned income. DHC will defer the increase to the next regular reexamination.
- (d) Increase in income because a person DHC will defer the increase to the with income (from any source) joins the next regular reexamination. household.
- (e) Residents that take work to obtain the deferral of income and quit work to avoid being employed at the next regular reexamination will be considered as misrepresenting the facts and subject to retroactive increases. Residents with seasonal or part-time employment of a cyclical nature will be asked for third party documentation of the circumstances of their employment including start and ending dates.
- (f) DHC will process an interim adjustment in rent if it is found that the resident at an annual or interim re-examination has misrepresented the facts upon which the rent is based so that the rent the Resident is paying is less than the rent that he/she should have been charged. DHC will apply any increase in rent retroactive to the first of the month following the month in which the misrepresentation occurred.
- (g) For families granted an exemption from the minimum rent requirement due to a long term qualifying financial hardship (as determined by DHC), a reexamination will occur every 90 days as long as the hardship exists.
- 3. Complete justification and verification of the circumstances applicable to rent adjustments must be documented by the resident and approved by the Executive Director or his/her designee.
- 4. DHC will process interim adjustments in rent in accordance with the following policy:
- (a) When a decrease in income is reported and DHC receives confirmation that the decrease will last less than 30 days, an interim adjustment will not be processed.
- (b) Residents reporting decreases in income that are expected to last more than 30 days will have an interim adjustment processed.

5. Residents granted a reduction in rent under these provisions may be required to report for special re-examinations at intervals determined by the Housing Manager. Reporting is required until the circumstances cease or until it is time for the next regularly scheduled re-examination, whichever occurs first. If family income increases during this time, the rent will be increased accordingly. A fully documented record of the circumstances and decisions shall be included in the resident's folder.

B. Effective Date of Adjustments

Residents will be notified in writing of any rent adjustment and such notice will state the effective date of the adjustment.

- 1. Rent decreases go into effect the first of the month following the reported change, provided the change in income or circumstances was reported within the month in which it occurred.
- 2. Rent increases (except those due to misrepresentation) require 30 days notice.

C. Failure to Report Accurate Information

If it is found that the resident has misrepresented or failed to report to Management the facts upon which his/her rent is based so that the rent being paid is less than what should have been charged, then the increase in rent will be made retroactive. Failure to report accurate information is also grounds for initiating eviction proceedings in accordance with DHC's dwelling lease.

6. LEASE TERMINATION PROCEDURES

It is DHC's policy that no resident's lease shall be terminated except in compliance with applicable HUD regulations and the lease terms.

A. Notice Requirements

- 1. No resident shall be given a Notice of Lease Termination (30 day notice) without being told by DHC in writing the reason for termination. The resident must also be informed of his/her right to request a hearing in accordance with the Grievance Procedure, and be given the opportunity to make such a reply as he/she may wish.
- 2. Notices of lease termination can be served personally or shall also be sent to the resident by mail.
- 3. The Notice shall include a statement describing the residents right to meet with management and determine whether a reasonable accommodation could eliminate the need for the lease termination.

B. Record Keeping Requirements

A written record of every termination and/or eviction shall be maintained by DHC, and shall contain the following information:

- 1. Name of resident, number and identification of unit occupied;
- 2. Date of the Notice of Lease Termination and any other notices required by State or local law; these notices may be on the same form and will run concurrently;
- 3. Specific reason(s) for the Notices, with section of the lease violated and other facts pertinent to the issuing of the Notices described in detail;
- 4. Date and method of notifying residents;
- 5. Summaries of any conferences held with resident including dates, names of conference participants and conclusions.

7. UTILITIES

In some of DHC's developments residents pay the cost of certain utilities directly to the supplier of utilities. When this is the case, resident rents are reduced by an Allowance for Utilities that is developed by DHC in consultation with the utility supplier and reviewed by HUD. Whether utilities are or are not paid by the residents, rent and utilities will not exceed 30% of adjusted monthly income.

A. Resident-Paid Utilities

The following requirements apply to residents living in developments with resident-paid utilities or applicants being admitted to such developments:

- 1. When the supplier of utilities offers a "Budget" plan, it shall be suggested to the resident to pay his/her bills according to this plan. This protects the resident from large seasonal fluctuations in utility bills and ensures adequate heat in the winter. If the family is receiving AFDC, DHC will encourage the family to consider a vendor payment plan for rent and utilities.
- 2. Third-Party Notification When a resident makes application for utility service in his/her own name, he or she must sign a third party notification agreement so that DHC will be notified if the resident fails to pay the utility bill.
- 3. Ability to Get Utilities Connected If a resident or applicant is unable to get utilities connected because of a previous balance owed the utility company at a prior address, resident/applicant will not be permitted to move into a unit with resident paid utilities. This may mean that a current resident cannot transfer to a scattered site or that an applicant cannot be admitted to a unit with resident paid utilities.

- 4. Payment Requirements-Resident Paid Utilities Paying the utility bill is the resident's obligation under the DHC's lease. Failure to pay utilities is grounds for eviction.
- 5. DHC will request actual utility usage for resident paid utilities annually.
- 6. In developments with resident-paid utilities, residents with Total Tenant Payments that are less than the applicable utility allowance for the unit will be entitled to have a utility reimbursement paid by the DHC. Utility reimbursements are equal to the difference between the TTP and the allowances for utilities. The DHC may determine that the utility reimbursement payment will be paid directly to the Utility Supplier for the utility bills on behalf of the family. The DHC will notify the family of the amount of the utility reimbursement paid to the utility supplier. (QHWRA Section 523)

B. Excess Utility Charges

Residents in units where the DHC pays the utilities may be charged for excess utilities if additional appliances or equipment are used in the unit (e.g. window air conditioners). This charge shall be applied as specified in the lease.

8. DEFINITIONS AND PROCEDURES TO BE USED IN DETERMINING INCOME AND RENT

A. Annual Income

Annual income is the anticipated total income from all sources, including net income derived from assets, received by the family head and spouse (even if temporarily absent) and by each additional family member including all net income from assets for the 12-month period following the effective date of initial determination or re-examination of income, exclusive of income that is temporary, non-recurring, or sporadic as defined below or is specifically excluded from income by other federal statute. Annual income includes but is not limited to:

- 1. The full amount before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services;
- 2. The net income from operation of a business or profession, including any withdrawal of cash or assets from the operation of the business. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining the net income from a business. An allowance for the straight line depreciation of assets used in a business or profession may be deducted as provided in IRS regulations. Withdrawals of cash or assets will not be considered income when used to reimburse the family for cash or assets invested in the business;
- 3. Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in

determining net income. An allowance for the straight line depreciation of real or personal property is permitted. Withdrawals of cash or assets will not be consider income when used to reimburse the family for cash or assets invested in the property.

- 4. Where the family has Net Family Assets in excess of \$5,000, Annual income shall include the <u>greater</u> of the actual income derived from all Net Family Assets or a percentage of the value of such Assets based on the current passbook savings rate as determined by HUD;
- 5. The full amount of <u>periodic</u> payments received from social security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts.

[See B.14. for treatment of lump sum payments for the delayed or deferred periodic payment of social security or supplemental security income benefits.]

- 6. Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation, and severance pay. (But see paragraph B.#3.below concerning treatment of lump-sum additions as Family assets.);
- 7. All welfare assistance payments received by or on behalf of the family member.
- 8. Periodic and determinable allowances, such as alimony and child support payments, and regular cash contributions or gifts received from persons not residing in the dwelling;
- 9. All regular pay, special pay, and allowances of a family member in the Armed Forces. (See paragraph B.7. below concerning pay for exposure to hostile fire.)

B. Items not included in Annual Income

Annual income does not include the following:

- 1. Income from the employment of children (including foster children) under the age of 18 years;
- 2. Payments received for the care of foster children or foster adults (usually individuals with disabilities, unrelated to the resident family, who are unable to live alone);
- 3. Lump sum additions to family assets, such as inheritances, insurance payments (including payments under health, and accident insurance, and worker's compensation) capital gains, and settlement for personal property losses; (but see paragraphs 4 and 5 above if the payments are or will be periodic in nature);

{See paragraph 14, below for treatment of lump sum payments for the delayed or deferred periodic payments of social security or supplemental security income benefits.}

- 4. Amounts received by the family that are specifically for, or in reimbursement of the cost of medical expenses for any family member;
- 5. Income of a live-in aide, provided the person meets the definition of a live-in aide.
- 6. The full amount of student financial assistance paid directly to the student or the educational institution.
- 7. The special pay to a family member serving in the Armed Forces who is exposed to hostile fire:
- 8. Amounts received under HUD funded training programs (e.g. Step-up program; excludes stipends, wages, transportation payments, child care vouchers, etc., for the duration of the training);
- 9. Amounts received by a person with disabilities that are disregarded for a limited time for purposes of Supplemental Security Income and benefits that are set aside for use under a Plan to Attain Self-Sufficiency (PASS);
- 10. Amounts received by a participant in other publicly assisted programs which are specifically for, or in reimbursement of, out-of-pocket expenses incurred (special equipment, clothing, transportation, child care, etc.) To allow participation in a specific program;
- 11. <u>A resident services stipend.</u> A resident services stipend is a modest amount (not to exceed \$200/month) received by a public housing resident for performing a service for the DHC, on a part-time basis, that enhances the quality of life in public housing. Such services may include but are not limited to, fire patrol, hall monitoring, lawn maintenance, and resident initiatives coordination. No resident may receive more than one such stipend during the same period of time.
- 12. Compensation from State or local employment training programs and training of family members as resident management staff. Amounts excluded by this provision must be received under employment training programs with clearly defined goals and objectives, and are excluded only for a limited period as determined in advance by the DHC.
- 13. Temporarily, non-recurring, or sporadic income (including gifts); or
- 14. For all initial determinations and reexamination of income on or after 23 April 1993, reparation payments paid by foreign governments pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era;
- 15. Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of the household and spouse);

- 16. Adoption subsidy payments in excess of \$480 per adopted child;
- 17. The earnings and benefits to any resident resulting from the participation in a program providing employment training and supportive services in accordance with the Family Support Act of 1988(42 U.S.C. 1437 et seq.), OR any comparable Federal. State or local law during the exclusion period. For purposes of this paragraph the following definitions apply:
- (a) Comparable Federal, State or local law means a program providing employment training and supportive services that: (a) is authorized by a Federal, State or local law; (b) is funded by the Federal, State or local government; (c) is operated or administered by a public agency; and (d) has its objective to assist participants in acquiring employment skills.
- (b) Exclusion period means the period during which the resident participates in a program described in this section **PLUS** 18 months from the date the resident begins the first job acquired by the resident after completion of such program that **IS NOT** funded by public housing assistance under the U.S. Housing Act of 1937 (42 U.S.C. 1437 et seq.). If the resident is terminated from employment with good cause, the exclusion period shall end.
- (c) <u>Earnings and benefits</u> means the incremental earnings and benefits resulting from a qualifying employment training program or subsequent job.
- 18. Deferred periodic payments of supplemental security income and social security benefits that are received in a lump sum payment.
- 19. Amounts paid by a State agency to a family with a developmentally disabled family member living at home to offset the cost of services and equipment needed to keep the developmentally disabled family member at home.
- 20. Amounts specifically excluded by any other Federal Statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under the united States Housing Act of 1937. (A notice will be published by HUD in the Federal Register identifying the benefits that qualify for this exclusion. Updates will be published and distributed when necessary.)

The following is a list of benefits excluded by other Federal Statutes:

- The value of the allotment provided to an eligible household for coupons under the Food Stamp Act of 1977 [7 U.S.C. 2017 (h)].
- Payments to volunteers under the Domestic Volunteer Service Act of 1973 [42 U.S.C. 5044 (g), 5088].

Examples of programs under this Act include but are not limited to:

- the Retired Senior Volunteer Program (RSVP), Foster Grandparent Program (FGP), Senior Companion Program (SCP), and the older American Committee Service Program;
- National Volunteer Antipoverty Programs such as VISTA, Peace Corps, Service Learning Program, and Special Volunteer Programs;
- Small Business Administration Programs such as the National Volunteer Program to Assist Small Business and Promote Volunteer Service to Persons with Business Experience, Service Corps of Retired Executives (SCORE), and Active Corps of Executives (ACE).
- Payments received under the Alaska Native Claims Settlement Act [43 U.S.C. 1626 (a)].
- Income derived from certain submarginal land of the United States that is held in trust for certain Indian tribes [25 U.S.C. 459e].
- Payments or allowances made under the Department of Health and Human Services' Low-Income Home Energy Assistance Program [42 U.S.C. 8624 (f)].
- Payments received under programs funded in whole or in part under the Job Training Partnership Act (29 U.S.C.. 1552 (b)
- Income derived from the disposition of funds of the Grand River Band of Ottawa Indians (Pub. L. 94-540, 90 State 2503-04):
- The first \$2000 of per capita shares received from judgment funds awarded by the Indian Claims Commission or the Court Claims (25 U.S.C.. 1407-08), or from funds held in trust for an Indian Tribe by the Secretary of Interior [25 SC. 117B, 1407]; and
- Amounts of scholarships funded under Title IV of the Higher Education Act of 1965 including awards under the Federal work-study program or under the Bureau of Indian Affairs student assistance programs [20 U.S.C. 1087 uu].

Examples of Title IV programs include but are not limited to: Basic Educational Opportunity Grants (Pell Grants, State Student Incentive Grants, College Work Study, and Byrd Scholarships.

- Payments received after January 1, 1989 from the Agent Orange Settlement Fund or any other fund established in the *In Re Orange* product liability litigation, M.D.L. No 381 (E.D.N.Y.)
- Payments received under the Maine Indian Claims Settlement Act of 1980.

- The value of any child care provided or arranged (or any amount received as payment for such care or reimbursement for costs incurred for such care) under the Child Care and Development block Grant Act of 1990 (42 U.S.C.. 9858Q)
- Earned income tax credit refund payments received on or after January 1, 1991 (26 U.S.C..32 (j).

C. Anticipating Annual Income

If it is not feasible to anticipate income for a 12-month period, the Authority may use the annualized income anticipated for a shorter period, subject to an Interim Adjustment at the end of the shorter period. This method would be used for teachers who are only paid for 9 months or for tenants receiving unemployment compensation.)

D. Adjusted Income

Adjusted Income (the income upon which rent is based) means Annual Income less the following deductions and exemptions.

For All Families

- 1. **Child Care Expenses -** A deduction of amounts anticipated to be paid by the family for the care of children under 13 years of age for the period for which Annual Income is computed. BUT ONLY when such care is necessary to enable a family member to be gainfully employed or to further his/her education. Amounts deducted must be non-reimbursed expenses and shall not exceed: (a) the amount of income earned by the family member released to work; or (b) an amount determined to be reasonable by DHC when the expense is incurred to permit education.
- 2. **Dependent Deduction** An exemption of \$480 for each member of the family residing in the household (other than the head of household, or spouse, Live-in Aide, or foster child) who is under eighteen years of age or who is eighteen years of age or older and disabled, handicapped, or a full-time student.
- 3. **Handicapped Expenses** a deduction of non-reimbursed amounts paid for attendant care or auxiliary apparatus expenses for handicapped family member(s),including the handicapped/disabled member, to be employed. In no event may the amount of the deduction exceed the employment income earned by the family member(s) freed to work.

Equipment and auxiliary apparatus may include but are not limited to: wheelchairs, lifts, reading devices for the visually handicapped, and equipment added to cars and vans to permit their use by the handicapped or disabled family member.

a. <u>For non-elderly families and elderly families without medical expenses:</u> the amount of the deduction equals the cost of all non-reimbursed expenses for handicapped care and equipment less three percent of Annual Income (provided the amount so calculated does not exceed the employment income earned.

- b. <u>For elderly families with medical expenses:</u> the amount of the deduction equals the cost of all non-reimbursed expenses for handicapped care and equipment less three percent of Annual Income (provided the amount so calculated does not exceed the employment income earned) PLUS medical expenses as defined below.
- 4. **Medical Expense Deduction** <u>For elderly and disabled families only:</u> A deduction of non-reimbursed Medical Expenses, including insurance premiums, anticipated for the period for which Annual Income is computed.

Medical expenses include but are not limited to: services of physicians and other health care professionals, services of health care facilities, insurance premiums (including the cost of Medicare), prescription and non-prescription medicines, transportation to and from treatment, dental expenses, eyeglasses, hearing aids and batteries, attendant care (unrelated to employment of family members), and payments on accumulated medical bills. To be considered by DHC for the purpose of determining a deduction from income the expenses claimed must be verifiable (i.e., receipts, statements from doctors or pharmacists).

- a. <u>For elderly families without handicapped expenses:</u> the amount of the deduction shall equal total medical expenses less three percent of annual income.
- b. <u>For elderly families with both handicapped and medical expenses:</u> the amount of the deduction is calculated as described in paragraph 3 (b) above.
- 5. <u>Elderly/Disabled Household Exemption</u> An exemption of \$400 per household, see Definitions in **Section 10**.

E. Security Deposit

All Security Deposits amounts are tenant responsibilities

- 1. Security Deposit: Tenants agree to pay an amount equal to the greater of \$100.00 or one month's total tenant payment. The dollar amount of the security deposit is noted on the Dwelling Lease Section III (B).
- 2. DHC's Responsibilities
- Management may retain the Security Deposit at the termination of the tenancy as reimbursement for the cost of repairing actual damages sustained (other than ordinary wear and tear) tot he dwelling unit, building, facilities or common areas, which damage is caused by resident's household or guests.
- DHC may use security deposit at the termination of the lease to pay the cost of any debt owned to DHC by the tenant at the termination of the lease. The security deposit may not

be used to pay rent or other charges while residents occupies the dwelling unit. Residents will be liable for payments due under the lease over and above the amount of the security deposit.

- Security deposits less any deductions for damages, which are not wear and tear repairs, will be refunded only after the tenant vacates the units. Any deduction from the security deposit will be in a written statement and forwarded to the tenant's forwarding address. (See Section III of lease agreement).
- Management shall hold such security deposit in a DHC general account at Comerica Bank. DHC will refund the security deposit or send written statement for damages within thirty (30) days after move-out.

9. COMMUNITY SERVICE AND FAMILY SELF-SUFFICIENCY POLICY

Section 512 of the 1998 Quality Housing and Work Responsibility Act (QHWRA), as amended, mandates that every non-exempt adult resident of public housing is required to perform eight hours of community service each month or participate in a self-sufficiency program for at least eight hours each month or a combination of the two totaling eight hours each month.

The Department of Veteran affairs and Housing and Urban Development, and Independent Agencies Appropriations Act, 2002 at Section 432, provides that:

"... None of the funds made available by this Act may be used to implement or enforce the requirement...relating to community services, except, with respect to any resident of a public housing project funded with any amount provided under Section 24 of the United States Housing Act of 1937, as amended.

This policy, adopted by the DHC Board of Commissioners, makes DHC comply with the law and will serve as the legal foundation for DHC to amend its Dwelling Lease mandating resident compliance at all DHC communities.

On March 29, 2000, HUD published final rules, 24 CFR. Part 960.600, on when a resident must perform community service activities or self-sufficiency work activities. The rule requires that eligible adult public housing family members comply with its "general requirements" and that the housing authority assures compliance. If a household fails to comply, after having been sent a Notice of Noncompliance, the housing authority may not renew the Resident's Lease upon expiration, unless resident has entered into a an Agreement for Cure to achieve compliance over the twelve month term of the new lease.

This requirement was originally enacted on October 12, 1998, but was suspended in Fiscal Year 2002, except for residents of HOPE VI developments.

Detroit Housing Commission is herein amending its Admission and Continued Occupancy Policy (ACOP) to include the Community Self Sufficiency Requirement as

required in Notice PIH 2003-12 (HA) from the U.S. Department of Public Housing and Urban Development issued June 30, 2003.

EFFECTIVE DATE:

All non-exempt adults, at least eighteen (18) years of age, and public housing family members whose name appears on the lease must commence compliance with this policy on October 1, 2003.

EXEMPT FAMILY MEMBERS:

An exempt individual is an adult household member who meet the following criteria:

- i. Is 62 years or older.
- ii. Is a blind or disable individual as defined under 216(i) (1) or 1614 of the Social Security Act (42 U.S.C. 416 (i) (1);1982c), and who certifies that because of this disability she or he is unable to comply with the service provisions of the HUD Rule, or is a primary caretaker of such blind or disable individual.
- iii. Is engaged in work activities.
- iv. Meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 *et seq.*) Or under any other State administered welfare-to-work program.
- v. Is a member of a family receiving TANF assistance, benefits or services under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 *et seq.*) Or under any other State administered welfare-to-work program

MANDATED REQUIREMENTS:

Each non-exempt adult family household member, in order to comply with this policy, must meet the following requirements:

- a. Contribute 8 hours per month of community service(not including political activities); or
- b. Participate in an economic self-sufficiency program for 8 hours per month; or
- c. Perform 8 hours per month of combined community service and participation in an economic self-sufficiency program.

The Resident Lease shall specify that it shall be renewed automatically for all purposes, unless the family fails to comply with the service requirements of this policy. Violation of this policy is grounds for non-renewal of lease at the end of the twelve (12) month lease term but not for

termination of tenancy during the course of the twelve (12) month lease term. At the time of lease renewal residents enter a new CSSR agreement which is applicable for the term of the lease and stipulates that all other family members who are subject to the service requirement are currently complying with the service requirement or are no longer residing in the housing unit.

ELIGIBILITY

In compliance with non-discriminatory and equal opportunity requirements of federal, state and local laws, and HUD rules regulating community service and family self-sufficiency requirements, DHC will determine which family members are subject to or exempt from the service requirement.

Beginning October 1, 2003, during the recertification process, for each person whose name appears on the lease that are at least eighteen years of age, the head of household must show proof that each family member claiming exemption meets one of the exemption classifications set forth in the Exempt Family Member Section of this policy. All adult members of the household not claiming exemption or do not have proof that they meet one of the exemption class, will be deemed eligible to perform community service or participate in an economic self-sufficiency program as proscribed in this policy.

Documentation that can serve as proof for exemption includes, but is not limited to:

- (a) Birth Certificate or some other form of government identification.
- (b) Some form of government certification of disability as defined under 216 or 1614 under the 1982 Social Security Act and a written certification from the person claiming this disability that because of their disability they cannot comply with the service requirements.
- (c) A written certification that you are the primary caretaker for a family member qualifying under the disability classification and the documents required under (b) for that family member.
- (d) Proof of employment.
- (e) Proof of exemption from having to work under a State program funded under Part A of title IV of the Social Security Act.
- (f) Proof of participation in the State of Michigan's Work First Program.

ELIGIBLE COMMUNITY SERVICE AND FAMILY SELF-SUFFICIENCY ACTIVITIES

Performing eight (8) hours per month of voluntary community service within their neighborhood or participating in eight (8) hours per month in an economic self-sufficiency program applies to every non-exempt adult member of a public housing family household starting October 1, 2003.

During the term of the Resident Lease, an eligible household member shall volunteer with the following types of community based organizations in order to fulfill their community service requirements:

• The local resident council.

- DHC local management office- Services may include volunteering to serve on a Tenant Patrol/ Community Watch group, however, the activities performed by residents may not be in areas ordinarily performed by DHC employees.
- Local on site or surrounding area service providers that offer these services.
- Day care/ child care
- Senior citizens programs
- After school programs
- Educational
- Anti-Drugs/ Anti-crime prevention programs.
- Other community based organizations approved by DHC.

An approved economic self-sufficiency program must be funded by HUD or must be a qualified State or local employment training program (including a training program not affiliated with a local government),or training for resident management as defined in HUD's Regulation on Income Disregard, 24 C.F.R. Part 5.609 (c) (8) (v). These programs must also meet one of the following criteria as defined in HUD's Regulation on Income Disregard, 24 C.F.R. Part 5.609(c) (13) (ii) (A):

- 1. Is authorized by a Federal, State or local law;
- 2. Is funded by the Federal, State or local government;
- 3. Is operated or administered by a public agency;
- 4. Has as its objective to assist participants in acquiring employment skills.

All residents performing community service activities or are participating in an economic self-sufficiency program must show written proof, on official letter head, of performing community service activities or participation in an approved economic self-sufficiency program. The written proof must have an official certification section with an area for a certifying official's name, signature and date, and must have the certifying official's telephone number. Proof must be submitted to the local management office by no latter than the 15th day of the month following the end of each three months period, hereinafter referred to as "Quarter", beginning October 1, 2003. It must be submitted on or before the following days:

January 15; April 15; July 15, and; October 15th

By no latter than the last day of the month following the end of each quarter, DHC local management staff will review each resident household's file to determine if each eligible household member has complied with this policy. If it is determined during the review that an eligible household member is not in compliance a "Notice of Non-Compliance" will be sent to the head of household notifying them of this determination.

NOTICE OF NON-COMPLIANCE

At the end of each quarter, as prescribed by the Eligible Community Service and Family Self-Sufficiency Activities Section of this policy, DHC local management staff will review each

resident's file to determine if each non-exempt adult member of the household is in compliance with this Community Service and Family Self-Sufficiency policy. If it is found that a family member is not in compliance the head of household will be notified of this determination through a "Notice of Non-Compliance" The notice will:

- 1. Briefly describe the non-compliance;
- 2. State that DHC will not renew the resident's lease at the end of the 12 month lease term unless:
- 3. The resident, and any other non-compliant resident, enter into a written agreement with DHC to cure such non-compliance and in fact cure such non-compliance in accordance with such agreement.
- 4. The head of household provides written assurance satisfactory to DHC that the resident or other non-compliant resident no longer resides in the unit.
- 5. State that the resident may request a grievance hearing on the non-compliance determination, in accordance to HUD regulations on Lease and Grievance Procedures, 24 C.F. R. Part 966; Subpart B, and; DHC Board Resolution No. 1315, and that the resident may exercise any available judicial remedy to seek timely redress for DHC's non-renewal of the lease because of such determination.

COMPLIANCE AGREEMENT

If a non-exempt adult family member of the household violates the requirements of this policy, DHC may not renew the Resident Lease upon expiration of the term unless;

The resident, and any other non-compliant resident, enter into a written agreement with DHC, in the form and manner required by DHC, to cure such non-compliance by completing the additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the twelve (12) month term of the new lease;

All other members of the family who are subject to this policy are currently are in compliance or are no longer residing in the unit.

If a non-exempt adult family member of the household violates the requirements of the compliance agreement, at the expiration of the 12 month term that the compliance agreement covers, the DHC may not renew the lease which results in termination of tenancy.

ANNUAL REVIEW OF COMPLIANCE

DHC local management staff, on an annual basis, will review each public housing family's compliance with DHC's Community Service and Family Self-Sufficiency Policy. Staff must conduct this review and verify the family's compliance at least thirty (30) days before the end of their twelve (12) month lease term. DHC will retain reasonable documentation of each eligible family members performance in their effort to comply with this policy or, if applicable, exemption status in the resident's file.

10. OFFICIAL PHOTO IDENTIFICATION CARD POLICY

Intent/Goal: It is the intent of the Detroit Housing Commission ("DHC") to issue official

photo identification cards ("Photo ID") to all of its residents of public housing 12 years or older ("Resident"), as well as any live-in aides, for the safety and security of DHC Residents and employees.

Salety and Security of DHC Residents and employees.

Policy:

DHC will issue all Residents a Photo ID at the time of lease execution or at the time a Resident requiring a Photo ID under this policy is added to the lease. DHC will also issue a Photo ID to a live-in aide at the time of approval by management for the Resident to have a live-in aide. Upon separation of services for the Resident or if the Resident moves out, the live-in aide must turn in the Photo ID to the managers office. NOTE: The provision of a Photo ID to a live-in aide does make the live-in aide a DHC Resident.

Minors shall have a photograph taken for the Photo ID at the recertification immediately before the minor's 12th birthday. Minors shall have a photo taken every three (3) years at recertification until they reach the age of 18.

The Photo ID will be imprinted with the photograph, name and unit identification number. All Residents and live-in aides shall carry their Photo ID with them at all times while on DHC property.

Residents and live-in aides shall immediately report the loss of a Photo ID to DHC personnel or an authorized DHC agent. A replacement card will be issued and a fee of \$5.00 will be assessed.

The Photo ID must be displayed or surrendered upon request of DHC management or staff, local law enforcement officers, or an authorized DHC agent.

Upon the cessation of DHC residence, all Photo IDs must be turned into the rental office as part of the move out procedures. If a household fails to turn over any member of the household's Photo ID, a fee of \$5.00 per card will be assessed.

Willful failure or refusal to have a photograph taken for the purposes of the issuance of a Photo ID or to produce the Photo ID upon the request of DHC management or staff or an authorized DHC agent is a material breach of the lease and may result in termination of the lease.

DHC's properties are the following sites/buildings/locations: Douglass Homes, Sheridan I & II, Harriet Tubman, State Fair, Warren West and Forest Park, Jeffries East, Sojourner Truth, Smith Homes, Diggs, Charles Terrace, Villages of Parkside, Woodbridge Estates (High Rises and Senior Enhanced

only), Riverbend, and Brewster Homes. Scattered Sites, as well as any mixed-financed properties, are exempt from this policy.

Outcome: The purpose of this policy is to facilitate the proper identification of DHC

Residents and live-in aides on DHC properties.

Procedures

I. General

- a. DHC shall issue Photo IDs to all DHC household members 12 years of age or older as identified on the current lease.
- b. All Residents and live-in aides shall carry their Photo ID with them at all times while on DHC property.

II. Residents and Live-in Aides

When a Resident or Live-in aide arrives at a DHC property without the Photo ID, he/she will be assisted by either a DHC employee or an authorized DHC agent.

If the individual states that he/she has forgotten his/her card, the DHC employee or authorized DHC agent will ask for another government issued photo identification card or passport. The DHC employee or authorized DHC agent will check the name against the current DHC roster of family members and, if the identification is verified, will permit access to the DHC property. If the DHC personnel or the authorized DHC agent is unable to verify tenancy via the list, entry will be denied and the unidentified individual will be instructed to report to the rental office during normal business hours to gain access to the property.

If an individual leaves the Photo ID in his/her vehicle, s/he will be instructed to return to the vehicle and retrieve the card before being allowed access to the DHC property. If the individual is unable to retrieve the card, s/he will be denied access to the property.

11. DEFINITIONS OF TERMS USED IN THIS STATEMENT OF POLICIES

- 1. Accessible dwelling units when used with respect to the design, construction or alteration of an **individual dwelling unit**, means that the unit is located on an accessible route and when designed, constructed, altered, or adapted can be approached, entered, and used by individuals with physical handicaps. A unit that is on an accessible route and is adaptable and otherwise in compliance with the standards set forth in [the Uniform Federal Accessibility Standards] is "accessible" within the meaning of this paragraph. When an individual dwelling unit in an existing facility is being made accessible for use by a specific individual, the unit will be deemed accessible when it meets the standards that address the impairment of that individual.
 - 2. <u>Accessible Facility</u> means all or any portion of a facility <u>other than</u> an individual dwelling unit used by individuals with physical handicaps.

- 3. <u>Accessible Route</u> For persons with a mobility impairment, a continuous unobstructed path that complies with space and reach requirements of the Uniform Federal Accessibility Standards. For persons with hearing or vision impairments, the route need not comply with requirements specific to mobility.
- 4. <u>Adaptability</u> Ability to change certain elements in a dwelling unit to accommodate the needs of handicapped and non-handicapped persons; or ability to meet the needs of persons with different types & degrees of disability.
- 5. <u>Allocation Plan</u> The plan submitted by the DHC and approved by HUD under which the DHC is permitted to designate a building or portion of a building for occupancy by Elderly Families or Disabled Families.
- 6. <u>Alteration</u> any change in a facility or its permanent fixtures or equipment. It does not include: normal maintenance or repairs, roofing, interior decoration or changes to mechanical systems.
- 7. Applicant a person or a family that has applied for admission to housing.
- 8. <u>Area of Operation</u> The jurisdiction of the DHC as described in State law and by local ordinance.
- 9. <u>Assets</u> Assets means "cash {including checking accounts), stocks, bonds, savings, equity in real property, or the cash value of life insurance policies. Assets do not include the value of personal property such as furniture, automobiles and household effects." IMPORTANT: See the definition of Net Family Assets, for assets used to compute annual income.
- 10. <u>Auxiliary Aids</u> means services or devices that enable persons with impaired sensory, manual, or speaking skills to have an equal opportunity to participate in and enjoy the benefits of programs or activities.
- 11. <u>Care attendant</u> a person that regularly visits the unit of a DHC resident to provide supportive or medical services. Care attendants have their own place of residence (and if requested by DHC must demonstrate separate residence) and do not live in the public housing unit. Care attendants have no rights of tenancy.
- 12. <u>Co-head of household</u> a household where two persons are held responsible and accountable for the family.
- 13. <u>Dependent</u> A member of the household, other than head, spouse, sole member, foster child, or Live-in Aide, who is under 18 years of age, or 18 years of age or older and disabled, handicapped, or a full-time student.

- 14. <u>Designated Family</u> means the category of family for whom DHC elects to designate a project (e.g. elderly family in a project designated for elderly families) in accordance with the 1992 Housing Act.
- 15. <u>Designated housing</u> (or designated project) a project(s) or portion of a project(s) designated for elderly only or for disabled families.
- 16. <u>Disabled Family</u> A family whose head, spouse or sole member is a person with disabilities. (Person with disabilities is defined later in this section.) The term includes two or more persons with disabilities living together, and one or more such persons living with one or more persons including live-in aides determined to be essential to the care and well-being of the person or persons with disabilities. A disabled family may include persons with disabilities who are elderly.
- 17. <u>Displaced Person</u> A person displaced by government action or a person whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise recognized pursuant to Federal disaster relief laws. This definition is used for eligibility determinations only. It should not be confused with the Federal preference for involuntary displacement.
- 18. <u>Divestiture Income</u> Imputed income from assets disposed of by applicant or resident in the last two years at less than fair market value.
- 19. <u>Elderly Family</u> A family whose head or spouse (or sole member) is at least 62 years of age. It may include two or more elderly persons living together, and one or more such persons living with one or more persons, including live-in aides, determined to be essential to the care and well-being of the elderly person or persons. An elderly family may include elderly persons with disabilities and other family members who are not elderly.
- 20. Elderly Person A person who is at least 62 years of age.
- 21. <u>Family</u> Two or more persons (with or without children) regularly living together or related by blood or marriage or adoption or guardianship or operation of law who will live together in DHC housing.

The term family also includes: Elderly family (Definition #19), Near elderly family (Definition #32), disabled family (Definition #16), displaced person (Definition #17), single person (Definition #39), the remaining member of a tenant family, a foster care arrangement, or a kinship care arrangement (Definition #25). Other persons, including members temporarily absent (e.g. a child temporarily placed in foster care or a student

temporarily away at college), may be considered a part of the applicant family's household if they are living or will live regularly with the family.

Live-in Aides (Definition #26) may also be considered part of the applicant family's household. However, live-in aides are not considered family members and have no rights of tenancy or continued occupancy.

For purposes of continued occupancy: the term family also includes the remaining member of a resident family with the capacity, as defined by Michigan law, to execute a lease.

- 22. <u>Full-Time Student</u> A person who is carrying a subject load that is considered full-time for day students under the standards and practices of the educational institution attended. Educational institution shall include but not limited to: college, university, secondary school, vocational school or trade school.
- 23. <u>Head of the Household</u> Head of the household means the family member (identified by the family) who is held responsible and accountable for the family.
- 24. Individual with disabilities, Section 504 definition

The Section 504 definitions of Individual with Disabilities and Qualified Individual with handicaps are not the definitions used to determine program eligibility. Instead, use the definition of person with disabilities as defined later in this section. Note: the Section 504, Fair Housing, and Americans with Disabilities Act (ADA) definitions are similar. ADA uses the term "individual with a disability."

Individuals with handicaps means any person who has:

- (a) A physical or mental impairment that:
 - substantially limits one or more major life activities;
 - has a record of such an impairment
 - or is regarded as having such an impairment.
- (b) For purposes of housing programs, the term does not include any individual who is an alcoholic or drug abuser whose current use of alcohol or drugs prevents the individual from participating in the program or activity in question, or whose participation, by reason of such current alcohol or drug abuse, would constitute a direct threat to property or the safety of others.
- (c) Definitional elements:
- --As used in this definition the phase, "physical or mental impairment" means any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting

one or more of the following body systems: Neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive; digestive; genito-urinary; hemic and lymphatic; skin; and endocrine; or

- --Any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities. The term "physical or mental impairment" includes, but is not limited to, such diseases and conditions as orthopedic, visual, speech and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional illness, drug addiction and alcoholism.
- --"**Major life activities**" means: functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working.
- --"Has a record of such an impairment" means: has a history of, or has been misclassified as having a mental or physical impairment that substantially limits one or more major life activities.

-- "Is regarded as having an impairment" means:

- -has a physical or mental impairment that does not substantially limit one or more major life activities but that is treated by a recipient as constituting such a limitation;
- -has a physical or mental impairment that substantially limits one or more major life activities only as results of the attitudes of others toward such impairment; or
- -has none of the impairments defined in this section but is treated by a recipient as having such an impairments.

NOTE: A person would be covered under the first item if DHC refused to serve the person because of a perceived impairment and thus "treats" the person in accordance with this perception. The last two items cover persons who are denied the services or benefits of HA's housing program because of myths, fears, and stereotypes associated with the disability or perceived disability.

- (d) The 504 definition of handicap does not include homosexuality, bisexuality, or transvestitism. Note: These characteristics do not disqualify an otherwise disabled applicant/resident from being covered.
- (e) The 504 definition of individual with handicaps is a civil rights definition. To be consider for admission to public housing a person must meet the program definition of person with disabilities found in this section.

- 25. <u>Kinship care</u> an arrangement in which a relative or non-relative becomes the primary care giver for a child or children but is not the biological parent of the child or children. The primary care giver need not have legal custody of such child or children to be a kinship care giver under this definition. (Definition provided by the Kinship Care Project, National Association for Public Interest Law)
- 26. <u>Live-in Aide</u> A person who resides with an elderly person(s) or person(s) with disabilities and who: (a) is determined by DHC to be essential to the care and well being of the person(s); (b) is not obligated to support the family member; and © would not be living in the unit except to provide the necessary supportive services.

DHC policy on Live-in Aides stipulates that:

- -Before a Live-in Aide may be moved into a unit, a third-party verification must be supplied that establishes the need for such care and the fact that the person cared for will be able to remain in the unit and comply with the lease terms as the result of such care;
- -Move-in of a Live-in Aide must not result in overcrowding of the existing unit (although, a reasonable accommodation for a resident with a disability may be to move the family to a larger unit);
- -Live-in Aides have no right to the unit as a remaining member of a resident family;
- -Relatives who satisfy the definitions and stipulations above may qualify as a Live-in Aide but only if they sign a statement prior to moving in relinquishing all rights to the unit as the remaining member of a resident family;
- -A live-in aide can be a single person. A live-in aide with a family may also be considered for admission to the unit provided that the addition of the Live-in Aide's family does not result in overcrowding of the existing unit. The adult members of the live-in aide's family must meet DHC's screening criteria.
- -A Live-in Aide will be required to meet DHC's screening requirements with respect to past behavior especially:
- A record of disturbance of neighbors, destruction of property, or living or housekeeping habits at present or prior residences which may adversely affect the health, safety, or welfare of other tenants or neighbors;
 - Criminal activity such as crimes of physical violence to persons or property and other criminal acts including drug-related criminal activity which would adversely affect the health, safety, or welfare of other residents or staff or cause damage to the unit or the development; and

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- A record of eviction from housing or termination from residential programs.
 - 27. <u>Low-Income Household</u> A family whose annual income does not exceed 80 percent of the median income for the area as determined by HUD with adjustments for smaller and larger families.
 - 28. <u>Medical Expense Allowance</u> For purposes of calculating adjusted income for elderly or disabled families only, medical expenses mean the medical expense in excess of 3% of Annual Income, where these expenses are not compensated for or covered by insurance.
 - 29. <u>Minor</u> A minor is a person less than 18 years of age. An unborn child will not be considered as a minor. (See definition of dependent) Some minors are permitted to execute contracts, provided a court declares them "emancipated."
 - 30. <u>Mixed Population Project</u> means a public housing project for elderly and disabled families. DHC is not required to designate this type of project under 24 CFR 945 or prepare an allocation plan.
 - 31. <u>Multifamily housing project</u> For purpose of Section 504, means a project containing **five or more** dwelling units.
 - 32. Near-elderly family means a family whose head, spouse, or sole member is a near-elderly person (at least 50 but less than 62 years of age). The term includes two or more near-elderly persons living together, and one or more such persons living with one or more persons who are determined to be essential to the care or well-being of the near-elderly person or persons. A near-elderly family may include other family members who are not near-elderly.
 - 33. <u>Near-elderly person</u> means a person who is at least 50 years of age but below 62, who may be a person with a disability,
 - 34. <u>Net Family Assets</u> The net cash value, after deducting reasonable costs that would be incurred in disposing of:

Real property (land, houses, mobile homes)

- -Savings (CDS, IRA or KEOGH accounts, checking and savings accounts, precious metals)
 - -Cash value of whole life insurance policies
 - -Stocks and bonds (mutual funds, corporate bonds, savings bonds)
 - -Other forms of capital investments (business equipment)
- -Net cash value is determined by subtracting the reasonable costs likely to be incurred in selling or disposing of an asset from the market value of the asset.

Examples of such costs are: brokerage or legal fees, settlement costs for real property, or penalties for withdrawing saving funds before maturity.

-Net Family assets also include the amount in excess of any consideration received for assets disposed of by an applicant or resident for <u>less than</u> fair market value during the two years preceding the date of initial application or reexamination. This does not apply to assets transferred as the result of a foreclosure or bankruptcy sale.

-In the case of a disposition as part of a separation or divorce settlement, the disposition will not be considered to be less than fair market value if the applicant or resident receives important considerations not measurable in dollar terms.

- 35. <u>Portion of development</u> includes, one or more buildings in a multi-building development; one or more floors of a project or projects; a certain number of dwelling units in a project or projects.
- 36. <u>Project, Section 504</u> means the whole of one or more residential structures & appurtenant structures, equipment, roads, walks, & parking lots which are covered by a single contract for Federal financial assistance or application for assistance, or are treated as a whole for processing purposes, whether or not located on a common site.
- 37. Qualified Individual with handicaps, Section 504 with respect to any non-employment program or activity which requires a person to perform a service or to achieve a level of accomplishment, means an individual with handicaps who meets the essential eligibility requirements and who can achieve the purpose of the program or activity without modifications in the program or activity that the recipient (DHC) can demonstrate would result in a fundamental alteration in its nature.
- (a) Essential eligibility requirements include: ...stated eligibility requirements such as income as well as other explicit or implicit requirements inherent in the nature of the program or activity, such as requirements that an occupant of multifamily housing be capable of meeting the recipient's selection criteria and be capable of complying with all obligations of occupancy with or without supportive services provided by persons other than the recipient.
- (b) For example, a chronically mentally ill person whose particular condition poses a significant risk of substantial interference with the safety or enjoyment of others or with his or her own health or safety in the absence of necessary supportive services may be "qualified" for occupancy in a project where such supportive services are provided by the recipient as a part of the assisted program. The person may not be 'qualified' for a project lacking such services.

- 38. <u>Service Provider</u> means a person or organization qualified and experienced in the provision of supportive services, and that is in compliance with any licensing requirements imposed by State or local law for the type of service or services to be provided. The service provider may provide the service on either a for-profit or not-for-profit basis.
- 39. <u>Single Person</u> A person who is not an elderly person, a person with disabilities, a displaced person, or the remaining member of a resident family (24 CFR:945.105).
- 40. Standard Permanent Replacement Housing Such housing is:
 - -decent, safe, and sanitary as determined by local code enforcement.
 - -adequate for the family size;
 - -occupied pursuant to a lease or occupancy agreement, and

Standard Permanent Replacement Housing does not include a transient facility such as a motel, hotel, or temporary shelter for victims of domestic violence or homeless families. In the case of domestic violence, the term does not include the housing unit which the applicant, applicant's spouse, or other member shared with the person who engaged in the violence.

- 41. Spouse means the husband or wife of the head of the household.
- 42. <u>Supportive Services</u> means services available to persons residing in a development, requested by disabled families and for which there is a need. The term may include, but is not limited to, meal services, health-related services, mental health services, services for non-medical counseling, meals, transportation, personal care, bathing, toileting, housekeeping, chore assistance, safety, group and socialization activities, assistance with medications (in accordance with State law), case management, and personal emergency. (24 CFR:945.105)
- 43. Tenant Rent The amount payable monthly by the Family as rent to DHC. Where all utilities (except telephone) and other essential housing services are supplied by DHC, Tenant Rent equals Total Tenant Payment. Where some or all utilities (except telephone) and other essential housing services are not supplied by DHC and the cost thereof is not included in the amount paid as rent, Tenant Rent equals Total Tenant Payment less the Utility Allowance (24 CFR: 913.102)
- 44. Total Tenant Payment (TTP) The TTP is calculated using the following formula:

The greater of 30% of the monthly Adjusted Income (as defined in these policies) or 10% of the monthly Annual Income (as defined in these policies). If the Resident pays the utilities, the amount of the Utility Allowance is deducted from the TTP. See the definition for Tenant Rent.

- 45. <u>Uniform Federal Accessibility Standards</u> Standards for the design, construction, and alteration of publicly owned residential structures to insure that physically handicapped persons will have ready access to and use of such structures. The standards are set forth in Appendix A to 24 CFR Part 40. See cross reference to UFOS in 504 regulations.
- 46. <u>Utilities</u> Utilities means water, electricity, gas, other heating, refrigeration and cooking fuels, trash collection, and sewerage services. Telephone service is not included as a utility.
- 47. <u>Utility Reimbursement</u> Funds that are reimbursed to a resident or to the utility company on the resident's behalf if the utility allowance exceeds the Total Tenant Payment.
- 48. <u>Very Low-Income Family</u> Very low-income family means a family whose Annual Income does not exceed 50% of the median Annual Income for the are, with adjustments for smaller and larger families, as determined by the Secretary of Housing and Urban Development.

DETROIT HOUSING COMMISSION

ADMISSIONS AND CONTINUED OCCUPANCY POLICY

APPENDIX A GRIEVANCE PROCEDURE DETROIT HOUSING COMMISSION GRIEVANCE PROCEDURE

DATED: OCTOBER 26, 1999 ADOPTED: MARCH 2, 2000

Purpose and Scope

Upon filing of a written request as provided in these procedures, a Resident shall be entitled to a hearing before an impartial Hearing Officer selected by the Detroit Housing Commission (Commission) in its' sole discretion, pursuant to these procedures.

Definitions

The following definitions shall be applicable to this grievance procedure.

- A. <u>Grievance:</u> Any dispute which a Resident may have with respect to a Detroit Housing Commission action or a failure to act in accordance with the individual Resident's lease or Commission regulations where that action or failure to act adversely affects the individual Resident's rights, duties, welfare or status. <u>Grievance does not include any dispute a Resident might have with the Commission concerning termination of tenancy due to non-rent payment or evictions that involve any criminal activity that threatens the health, safety or right to peaceful enjoyment of the Commissions' premises or drug related activity whether or not such activity occurs on or off the Commission's premises. Nor shall this process apply to disputes between Residents not involving the Detroit Housing Commission.</u>
- **B.** <u>CFR:</u> The Code of Federal Regulations, which contains the Federal guidelines governing this grievance.
- **C.** <u>Complainant:</u> Any Resident (as defined below) whose grievance is presented to the Commission in accordance with the requirements set forth in these procedures.

- **D.** <u>Drug-related criminal activity:</u> The illegal manufacture, sale, use or possession with intent to manufacture, sell, distribute or use a controlled substance, as defined in Section 102 of the Controlled Substance Act (21 U.S.C. sec. 802) as from time to time amended.
- **E.** <u>Elements of due process:</u> The following procedure safeguards are required to be followed in the grievance process to ensure the Resident's rights to due process.
- ? Adequate notice to the Resident of the grounds for seeking termination of the tenancy;
- ? Right of the Resident to be represented by counsel during the grievance process;
- Opportunity for the Resident to refute the evidence presented by the Commission, during the grievance process, including the right to confront and cross examine witnesses, if any, and to present any affirmative legal or equitable defense which the Resident may have; and
- ? All decisions must be impartially made on the merits by the Hearing Officer.
- **F.** <u>Hearing Officer:</u> Shall mean a person selected to hear grievances and render a decision with respect thereto.
- **G.** <u>Resident:</u> Any person whose name appears on a Detroit Housing Commission residential public housing dwelling lease.
- **H.** Resident Organization: An organization of Residents as defined in HUD's Regulations on Tenant Participation and Tenant Opportunities In Public Housing, 24 C.F.R. Part 964; as amended.
- **I.** <u>Promptly:</u> Shall mean within the time period indicated in the notice from the Detroit Housing Commission of a proposed action that would provide the basis for a grievance if the Resident has received a notice of a proposed action from the Commission.

Incorporation in Lease

This grievance procedure shall be incorporated by reference in all leases between Residents and the Commission, whether or not so specifically mentioned in said leases.

Procedures Prior to a Formal Hearing

Any grievance shall be promptly and personally presented in writing within ten business days of the occurrence of the matter complained of, to the office of the development in which the Resident resides so that the grievance may be discussed informally with the Commission's Site Manager and potentially settled without a Formal Hearing. A summary of such discussion shall be prepared within five (5) business days thereafter and one copy shall be given to the Resident and one retained in the development's Resident file. The summary shall specify the names of the participants, dates of meetings, the disposition of the complaint and the specific reasons therefore, and shall specify the procedures by which a hearing may be obtained if the Resident is not satisfied with the disposition.

A Resident's failure to properly file a grievance in accordance with the procedures set forth in the preceding paragraph shall serve as a waiver by Resident of his or her right to use such informal procedures, but shall not affect the Resident's right to a Formal Grievance Hearing in accordance with the process described.

<u>Informal Hearing Procedures for Denial of Assistance on the Basis of Ineligible</u> <u>Immigration Status</u>

A Resident family may request that the Commission provide for an informal hearing once the family has notification from the United States Immigration Naturalization Services (INS) of its' intent to determine residency status. The Resident family must make this request within thirty (30) days of receipt of the Notice of Denial or Termination of Assistance, or within thirty (30) days of receipt of the INS decision. If said Resident family, requests such Commission hearing, the Commission may not terminate Resident family's lease during the INS review periods or thereafter if the Resident family is granted residency through the INS.

Procedures to Obtain a Formal Hearing

1. Request for a hearing

The Resident shall submit a written request for a hearing to the Commission, or to the site office of the Commission development where the Resident resides, within fourteen (14) calendar days after receipt of the summary report of the informal hearing conducted at the Site, if the informal grievance procedure as described above was utilized by the Resident. If no informal grievance notice was filed, the Resident must submit a written request for a formal hearing within fourteen (14) calendar days of the occurrence of the matter complained of.

The request shall specify:

- ? The reason for the grievances.
- ? The action or relief sought.
- ? The Complainant's reason for desiring a hearing, and a statement setting forth the times at which the Complainant will be available for a hearing during the next ten (10) calendar days.

If Complainant does not request a Formal Hearing with fourteen(14) calendar days after receiving the written summary of any informal settlement conference or, within fourteen (14) calendar days of the occurrence of the matter complained of, whichever is later, the Commission's decision rendered at the informal conference or initial grievable notice becomes final. The Commission is not thereafter obligated to offer the Complainant a Formal Hearing. Failure to request a hearing shall not constitute a waiver by the Resident of his/her right thereafter to contest the Commission's action in disposing of the Complaint in an appropriate judicial proceeding.

2. Selection of Hearing Officer

A grievance hearing shall be conducted by an impartial person appointed by the Detroit Housing Commission other than a person who made or approved the action under review or a subordinate of such person. The impartial mediator shall be selected from any Dispute Resolution Program duly organized in the County of Wayne, State of Michigan.

3. **Hearing Prerequisite**

All grievances shall be Promptly presented in writing pursuant to these procedures as a condition precedent to a hearing under this section.

4. Scheduling Hearings

Upon a Resident's compliance with the above requirements, a hearing shall be scheduled by the Hearing Officer promptly. A written notification specifying the time, place, and the procedures governing the hearing shall be mailed to the Resident.

5. Procedures Governing the Hearing

The Resident shall be afforded a fair hearing providing the basic safeguards of due process, which include the following:

- ? The opportunity to examine documents before the hearing and to copy all relevant documents and records. Any requested document not made available to the Resident may not be relied on by the Commission at the hearing.
- ? The right to be represented by counsel or other person chosen as the Resident's representative.
- ? The right to a private hearing, unless the Resident requests a public hearing.
- ? The right to present evidence and arguments in support of the Resident's complaint, to controvert evidence relied on by the Commission or Commission Site Management, and to confront and cross examine all witnesses on whose testimony or information the Commission or Commission Site Management relies.
- ? A decision based solely and exclusively upon the facts, rules, and regulations presented at the hearing.

The Hearing Officer may render a decision without proceeding with the hearing if the Hearing Officer determines that the issue has been previously decided in another proceeding.

If the Resident or Commission fails to appear at a scheduled hearing, the Hearing Officer may decide to postpone the hearing, for a period not to exceed five (5) business days. Upon second failure to appear by the Resident, the Hearing Officer shall determine that the party has waived

his/her rights to a hearing. The Hearing Officer shall notify both the Resident and the Commission of the determination. A determination that the Complainant has waved his/her right to a hearing shall not constitute a waiver of any right the Resident may have to contest the Commission's disposition of the grievance in an appropriate judicial proceeding.

6. Conduct of the Hearing

- ? The hearing shall be conducted informally by the Hearing Officer.
- ? Oral or documentary evidence pertinent to the facts and issues raised by the Resident may be received without regard to admissibility under the rules of evidence applicable to judicial proceedings.
- ? The Hearing Officer shall require the Commission, the Resident, counsel, and other participants or spectators to conduct themselves in an orderly fashion. Failure to comply with the direction of the Hearing Officer to obtain order may result in exclusion from the proceedings, or in a decision adverse to the interest of the disorderly party, and granting or denial of the relief sought, as appropriate.

DETROIT HOUSING COMMISSION

ADMISSIONS AND CONTINUED OCCUPANCY POLICY

APPENDIX B PET POLICY

DETROIT HOUSING COMMISSION

PET POLICYFamily and Elderly Developments

The Detroit Housing Commission Pet Policy (Family and Elderly Developments)

The Detroit Housing Commission ("DHC") has established a Pet Policy for Residents of its Public Housing Developments. This policy is in accordance with HUD regulations set forth in 24 CFR 5.300, et seq. (Section 227 of the Housing and Urban-Rural Recovery of 1983; 12 U.S.C. 1701r-1), which specifically govern Pet Ownership for the Elderly and Persons with Disabilities, and 24 CFR 960.701 (Section 31 of the United States Housing Act of 1937; 42 U.S.C. 1437z-3, et seq.), which govern Pet Ownership in Public Housing generally and are applicable to DHC family developments.

Effective Date

The effective date of this policy is February 1, 2001.

Service Animals For Persons with Disability

This policy does not apply to service animals that assist persons with disabilities who reside in Public Housing. Such animals are allowed in all public housing facilities. No restrictions shall be imposed on them or their owners other than those general obligations imposed on all residents of DHC developments to maintain their units and associated facilities in a decent, safe and sanitary manner and refrain from disturbing their neighbors. In addition, all resident pet owners, including persons with disabilities, shall be obligated to comply with local licensing and other animal control ordinances and regulations.

Pet Ownership

Any adult resident that resides in a DHC development may own one or more common household pets if he or she maintains each pet responsibly and in accordance with applicable State and local public health, animal control and anti-cruelty laws and regulations and local ordinance licensing requirements. DHC has established reasonable restrictions and prohibitions based on building structure of project or other relevant conditions regarding the number, size, and type of pet(s). DHC will also require the pet owner to pay certain refundable and non-refundable fees as set forth below in this Policy. Any resident desiring to house a pet on DHC property must inform DHC in writing prior to the animal entering the dwelling unit. All households that have pets are required to sign a DHC Pet Lease Addendum. Any household with a dog or cat must provide DHC with proof that such pet had been spayed or neutered for pets six months in age or older.

Type of Pets

DHC will allow common household pets. A common household pet is defined as a domesticated dog, cat, guinea pig, gerbil, hamster, rabbit, or birds in cages and fish in aquariums. Reptiles, and birds of prey are not household pets. Exotic pets, such as iguanas, spiders, snakes or ferrets, shall not be permitted. Dogs of a vicious or aggressive disposition will not be permitted. Due to age and behavioral activities of puppies and kittens, ownership requests for such animals shall be more closely scrutinized prior to approval in an attempt to ensure that the pet owner resident has the ability to handle the ownership responsibilities involved with such pets. In addition, for purposes of this policy, the term "Passive Pets" shall be defined as one or two birds in one cage or one or more fish, in number appropriate to the size of a single aquarium.

Size of Pets

The maximum allowable pet size, based upon weight, is twenty pounds adult weight, except for service animals that assist persons with disabilities. The maximum capacity for an aquarium is twenty (20) gallons.

Number of Pets Per Household

Building size and type of dwelling structure shall determine the number of pets permitted per household. All free standing high-rise and mid-rise buildings are limited to one pet per household. Any resident occupying a single attached or non-attached dwelling unit is limited to no more than two pets per household, except that no household shall be permitted two dogs or two cats. Passive Pets shall not be counted against the aforementioned one or two pet maximums per household.

Non Refundable Application Fee and Monthly Pet Fee and Refundable Pet Security Deposits

All resident pet owners are required to pay a Non-Refundable Pet Application Fee in the amount of Twenty Five Dollars (\$25.00) except that no such payment shall be required for pet owners who only have Passive Pets. In addition, all non-elderly resident pet owners of dogs or cats in family developments shall pay a Non-Refundable Monthly Pet Maintenance Fee of Ten Dollars (\$10.00) per pet in addition to the resident's regular monthly rent payment, except that no such monthly maintenance fee shall be charged for Passive Pets. This fee is to cover reasonable operating costs to the development relating to the presence of pets. All resident pet owners, including owners of Passive Pets, must pay a Refundable Pet Security Deposit in the amount of one-half month's rent or Three Hundred Dollars (\$300.00), whichever is less, to cover additional costs attributable to the pet and not otherwise covered by the non-refundable Pet Fee. The Deposit will be placed in an Escrow Account and is refundable, in whole, in part, or not at all as may be appropriate, upon move-out or removal of the pet from the dwelling unit. The unused portion of the pet deposit is refundable to the resident provided that the dwelling unit and building facilities are left in an acceptable manner. The Deposit will be used to cover any damages associated with dwelling unit interior or exterior of the building structure and grounds. Owners will receive an itemized list of damages upon move-out or when they have removed the pet from the dwelling unit. Owners must provide a forwarding address within four days from the date of move-out to receive the refundable unused portion of the Deposit.

Proper Maintenance of Pet

The resident must maintain the pet in a reasonable manner in accordance with all state and local public health, animal control and anti-cruelty laws and regulations. "Reasonable manner" is defined as regular grooming, exercise, good nutrition, flea control, clean up of waste and litter, routine veterinary care and yearly inoculation. Pets must be spayed and neutered after six (6) months of age. The pet must be walked only in areas designated by DHC and must be on a hand leash held by a person aged 13 or older at all times. Each dog or cat must have its own collar, must be licensed and must be up to date on vaccinations. A review will be held by DHC management to confirm current registration, licensing, and vaccinations at the time of lease renewal annually and the resident shall provide DHC with a photograph of the pet, which shall be kept with Pet Lease Addendum in the resident's file. The resident must also maintain standards referenced in the Pet Lease Addendum. The Pet Lease Addendum will serve as an addendum to the DHC Dwelling Lease.

Nuisance

No pet shall be allowed to become a nuisance or create any unreasonable disturbance. An example of "any unreasonable disturbance" would be a pet that is not restrained in hallways, elevators, community rooms, or other common areas or which makes noise continuously and/or incessantly for a period ten (10) minutes or intermittently for one-half (1/2) hour or more to the disturbance of any person at any time of the day or night.

Indemnity

Resident agrees to indemnify, hold harmless and defend DHC against claims by third parties for loss, damage or injury caused by the pet.

Termination of Tenancy

Failure to abide by any condition of this Pet Policy or Pet Lease Addendum will be considered material noncompliance with lease obligations and may result in the commencement of eviction proceedings to terminate Resident's lease.

Removal of Pets

DHC shall require the removal of any pet from a DHC dwelling unit if the pet's conduct or condition is determined to be a nuisance or threat to DHC employees or to the health or safety of other DHC residents or other persons in the community. IN THE EVENT OF ILLNESS OR DEATH OF THE PET OWNER OR OTHER EMERGENCY WHICH PREVENTS THE PET OWNER FROM PROPERLY CARING FOR THE PET, DHC HAS PERMISSION TO CALL THE EMERGENCY CAREGIVER TO BE DESIGNATED BY THE RESIDENT IN THE PET LEASE ADDENDUM OR THE CITY'S PET ENFORCEMENT AGENCY TO TAKE THE PET AND CARE FOR IT UNTIL THE PET OWNER OR FAMILY MEMBERS OR FRIENDS CLAIM THE PET AND ASSUME RESPONSIBILITY FOR ITS CARE. ANY AND ALL EXPENSE INCURRED WILL BE THE PET OWNER'S RESPONSIBILITY.

DETROIT HOUSING COMMISSION

ADMISSIONS AND CONTINUED OCCUPANCY POLICY

APPENDIX C DWELLING LEASE PET LEASE ADDENDUM

DETROIT HOUSING COMMISSION

2211 Orleans Street • Detroit, Michigan 48207 • (313) 877-8000

DWELLING LEASE PARTI

Developmer	nt:	Account No:			
I. DES	CRIPTION OF THE PARTI	ES AND PREMISES			
A.	Parties and Premises.				
between the noted above, of Househol	his Dwelling Lease Agreeme Detroit Housing Commission, and d) and all other adult member dent"), whose complete address	n ("DHC" or "Manage (Head of House es of the household as	ement' ehold), indica), with its prin	ncipal place of business
Buildi	ing Number:	Dwelling Unit N	lumber:		
		Address:			Detroit, Michigan 482
Lease	Effective Date:				
Terms and	Conditions set forth in Part II	of this Lease are incor	porate	d herein by refe	erence.
В.	Resident's Household.				
Resident's H to Resident's Resident and	t hereby leases the Premises Jousehold, as listed below, who is latest Application for Reexand d members of Resident's House this Lease, are the only person	o have been listed in R mination, which applic sehold, all of whom ag	esiden ation(s gree to	t's Application s) are incorpora comply with t	for Admission or added ated herein by reference.
	Name	Relationship	<u>Sex</u>	Date of Birth	Social Security Number
1.					
2.					
3.					
4.					
5.					
5.					
7.					

		DETROIT HOUSING COMMISSION DWELLING LEASE PART I
8. 9.		
II.	TERN	A AND RENEWAL OF LEASE
	A.	Term.
The i	nitial ter	m, beginning and ending at midnight, shall be for one year.
	В.	Renewal.
succe set fo Mana Part 1	essive ter orth in Pa agement' II, Section	ial term, the Lease term shall be for one month, which term shall be automatically renewed for rms of one full month unless terminated by either party in accordance with Terms and Conditions art II, Section VI of this Lease. Resident may not exercise the option to renew if Resident refuses a request to reexamine his/her rent, which reexamination process is more particularly described in the IV of this Lease. The monthly rent stated in Part I, Section III. A below of this Lease will not until Management provides Resident with notification of a change.
III.	PAYN	MENTS DUE UNDER THE LEASE
	A.	Rent and Due Date.
		all be prorated (if necessary based upon date of Resident's entry) and shall be in the amount of \$ t has been determined by the following procedure:
		Minimum Rent Flat/Ceiling Rent 30% of Adjusted Income
	1. first d	Rent. Thereafter, monthly rent of \$ shall be due and payable in advance on the ay of each month and shall be considered delinquent after the fifth (5th) calender day of the .
adjus in Pa	ted in ac	Rent Adjustments. Monthly rent indicated above will remain in effect unless adjusted by to provide a utility allowance, if so indicated in Part I, Section III. A. 3. d below of this Lease, or coordance with Terms and Conditions governing Applications for Continued Occupancy set forth action IV. A of this Lease, which adjustment will be explained to Resident whenever such made.
3. follov	wing util	Utilities and Equipment. Management shall pay all costs associated with providing the ities, services, and equipment listed in this Lease:
	a.	Water, garbage collection and sewer service.
		b. Check those to be provided by management: Gas: Yes No Electricity: Yes No Heat: Yes No
		EV 2005 DUA Plan Attachment U Page 7

			Management shall furnish the following appliances: Range/Stove: Yes No Refrigerator: Yes No
		\$	Management agrees to adjust the rent by the applicable utility allowance in the amount of (thereby making the adjusted rent \$) for the following utilities where the Resident responsibility to make direct payments to utility companies:
			() Electricity () Gas () Water () Sewerage () Trash Removal () Other
			t's failure to obtain and maintain utility services not provided by Management shall be red a material violation of Resident's obligations under the Lease.
4. addres	ssed to I	-	At Location(s). Resident shall pay rent via check or money order by first-class mails principal business address or either one of the following locations:
		a. (Comerica Bank (any branch).
		b. S	Such other location as may be designated in writing by Management.
	5.	Late Re	ent. Rent is considered delinquent if not paid by the 5th day of the month.
В.	Charg	ges in Ad	dition to Rent/Other Fees.
	See Pa	art II, Sec	tion I. B of this Lease for Terms and Conditions governing Other Charges and Fees.
	C.	Security	y Deposit.
Reside	ent: the su	m of \$	Agrees to pay Has previously paid (not to exceed the equivalent of one month's rent) as a Security Deposit.
	See Pa	art II, Sec	tion I. A of this Lease for Terms and Conditions governing Security Deposits.
agree have	ements a ques	This stion ab	gan Law establishes rights and obligations for parties to rentain agreement is required to comply with the Truth in Renting Act. If you out the interpretation or legality of a provision of this agreement, you may nnce from a lawyer or other qualified person.

SIGNED AND DATED BY ALL ADULT MEMBERS OF RESIDENT'S HOUSEHOLD

RESIDENT HAS READ, UNDERSTOOD ANT ACKNOWLEDGED THAT EACH ADULT SIGNATORY IS JOINTLY AND SEVERALLY RESPONSIBLE FOR THE TIMELY PAYMENT OF RENT AND THE FULFILLMENT OF ALL OTHER PROVISIONS OF THIS LEASE.

		ES HAVE EXECUTED THIS LEASE AGREEMENT THIS DETROIT, MICHIGAN.
WITN	ESS	Resident
WITN	ESS	Resident
	_	Resident
	_	Resident
	DETROI	T HOUSING COMMISSION
WITNESS		BY:
WITNESS		ITS: Manager

RESIDENT'S CERTIFICATION

any a nor ha assista	hereby certify that I, and other members of my household, have not participated and are not participating in any criminal or drug-related criminal activity on or off DHC property or any alcohol abuse which is interfering with the health, safety, or right of peaceful enjoyment of the Premises, nor have I or any other members of my household committed any fraud in connection with federal housing assistance programs; or, that such information, if any, was fully disclosed to DHC before execution of the Lease or before the receipt of DHC approval for occupancy of the unit by the household member.					
in coi		entation submitted by myself or other household members to DHC stance programs (before and during the lease term) is true and sef.				
Resid	ent's Signature	Date				
ATTA	ACHMENTS:					
I here	by acknowledge receipt of the following	documents:				
() () () () () ()	Lease Agreement - Part I Lease Agreement - Part II Grievance Procedure DHC's Schedules of Resident Charges Housekeeping Standards Pet Policy Watch Out for Lead Paint Poisoning Other:					

DETROIT HOUSING COMMISSION 2211 Orleans Street • Detroit, Michigan 48207 • (313) 877-8000 DWELLING LEASE PART II

TERMS AND CONDITIONS

Terms and Conditions set forth in this Part II of the Detroit Housing Commission's Dwelling Lease, together with Part I of said Dwelling Lease to which this Part II is attached, shall constitute the entire Lease between the Detroit Housing Commission ("DHC") and the Resident identified in said Part I who is granted tenancy in the Premises and for the term identified and stated therein.

II. PAYMENTS DUE UNDER THE LEASE

- A. Security Deposit.
- 1. Use of Security Deposit. Management may retain the Security Deposit at the termination of the tenancy to offset any monetary amounts due and owing to DHC by the Resident and as reimbursement for the cost of repairing actual damages (other than ordinary wear and tear) to the dwelling unit, buildings, facilities, or common areas caused by Resident, members of Resident's Household or guests.
- Bank Deposit. Management shall hold such Security Deposit in a DHC general account at COMERICA BANK, located at 500 Woodward Avenue, Detroit, Michigan 48226. Assuming Resident advises Management of his/her forwarding address and otherwise complies with the terms of this Lease, Management agrees to return the security deposit to Resident within thirty (30) days after Resident vacates the Premises, less any deductions for any of the costs indicated above. If deductions are made, Management will give Resident a written statement of charges and/or costs attributed to damages chargeable to Resident. The Security Deposit may not be used to pay rent or other charges while Resident occupies the dwelling unit. Resident will be liable for payments due under the Lease over and above the amount of the Security Deposit.
 - 3. Forwarding Address. Resident must note the following:

You must notify DHC in writing within 4 days after you move of a forwarding address where you can be reached and where you receive mail; otherwise DHC shall be relieved of sending you an itemized list of damages and penalties adherent to that failure. (Michigan Truth in Renting Act, MCLA 554.603).

B. Charges in Addition to Rent/Other Fees.

Resident will be charged for maintenance and repair, beyond normal wear and tear, necessitated by Resident's noncompliance with Resident's Obligations set forth in Part II, Section V. B below of this Lease. Resident will be charged at rates set forth in Schedules of Resident Charges adopted by DHC. Such Schedules may modified from time to time by DHC upon Notice to DHC residents given in accordance with the procedure described in Part II, Section VII. C below of this Lease. All maintenance and repair charges shall be reviewed for appropriateness by the site manager for the Development in which the Resident lives prior to being charged to Resident's account.

C. Due Date of Charges.

Charges and Fees referenced herein shall be due and payable and will automatically appear on Resident's account two weeks after Management gives written notice of the same and advises Resident of the specific ground(s) for the proposed charges. Management's notice enables Resident to request a grievance hearing.

D. Exemptions from Minimum Rent Charge.

DHC will provide an exemption from the minimum rent charge for hardship circumstances in one of the following situations:

- 1. The family has lost eligibility for or is awaiting an eligibility determination for a federal, state, or local assistance program including a family that includes a member who is an alien lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.
 - 2. The family would be evicted as a result of the imposition of the minimum rent requirement.
 - **3.** The income of the family has decreased because of changed circumstances, including loss of employment.
 - **4.** A death of a member of the household has occurred.
 - **5.** Other situations as may be determined by the agency.

If a resident requests a hardship exemption under this subparagraph and Management reasonably determines the hardship to be of a temporary nature, an exemption shall not be granted during the ninety day period beginning upon the making of a request for the exemption. A resident may not be evicted during such ninety day period for non-payment of rent. However, if a resident demonstrates that the financial hardship is of a long term basis, Management shall retroactively exempt the resident from the applicability of the minimum rent requirement for such ninety day period.

II. SERVICES AND EQUIPMENT INCLUDED IN RENT

Monthly rent set forth in Part I, Section III. A of this Lease may include services, including maintenance services due to normal wear and tear, equipment and utilities furnished by Management without additional cost, as set forth in DHC's Schedule of Resident Charges, provided that said Schedule may be changed from time to time in accordance with Part II, Section VII. C below of this Lease. As long as the dwelling unit is habitable and Management makes necessary repairs or improvements within a reasonable period of time, any interruption of services or utilities, inconvenience, or discomfort arising from repairs or improvements to the dwelling unit shall not affect this Lease, reduce the rent, or be construed as an eviction.

III. OCCUPANCY OF DWELLING UNIT

Resident and Resident's Household shall have the exclusive right to occupy the leased Premises, which right shall include reasonable accommodation of Resident's guests or visitors who shall not, however, be permitted to reside with Resident for longer than fifteen (15) days. Management consent, which shall not be unreasonably withheld, shall be required to have a foster child or live-in caretaker residing in the unit to assure that the dwelling size is adequate and/or live-in care is appropriate.

IV. REEXAMINATION OF RENT ELIGIBILITY FOR CONTINUED OCCUPANCY AND UNIT SIZE

A. Application for Continued Occupancy

At least once each year, and at other times as described below, Resident shall accurately complete an application for continued occupancy ("Reexamination"). Upon completion, Management will determine whether the Resident's rental rate should be changed, whether the dwelling unit size is still appropriate for the size and/or composition of Resident's Household, and whether Resident is eligible for continued occupancy in accordance with DHC's Admissions and Continued Occupancy Policy and federal law. As requested by Management at the time of the Reexamination, Resident shall provide accurate and current information concerning:

- 1. The number of people in Resident's household (including information regarding their ages, gender, social security number and any other information required by Management).
- 2. The source and amount of income received by or on behalf of everyone in Resident's household.
- **3**. Any allowable deductions.
- **4**. The names of individuals to be contacted in the event of an emergency.
- **5.** Any assets held in any family member's names.
 - 6. Proof, as required by federal law and DHC's Community Service and Family Self Sufficiency Policy, that every adult member of the household has contributed eight hours of community service per month within the community (unless the adult member has been exempted per DHC policy) or has participated in a economic self sufficiency program for eight hours per month. Additionally, Residents

shall be required to give quarterly reports relative to compliance with said policy and provisions set forth in Section 512(a) of the Quality Housing and Work Responsibility Act of 1998.

The annual Reexamination shall include a review of Resident's payment history, housekeeping inspection results, record of cooperation with management's pest control program, community service and family self sufficiency policy compliance and all other lease compliant behavior.

Failure by a Resident to accurately report any information, including increases in household income during a scheduled rent and income review or as requested upon reexamination, or failure to appear for a scheduled rent and income review within the time designated by Management will be considered a material violation of the Lease and will result in a retroactive rent increase (dating back to the time the increase would have been made) and/or eviction.

B. Interim Reexamination(s).

The rental rate indicated in Part I, Section III. A of this Lease shall remain in effect for the period between reexaminations for continued occupancy unless during such period:

- 1. There is any loss or addition to the Resident's Household, whether by birth, death, marriage, dissolution of marriage or other changed circumstances.
- **2.** Resident begins receiving public assistance funds.
- 3. Resident stops receiving public assistance funds, **except that** if a family's income decreases because of the failure of any family member to comply with a condition under an assistance program requiring participation in an economic self sufficiency program or imposing a work activities requirement, or because of fraud, the amount required to be paid by the family as a monthly contribution towards rent may not be decreased during the period of income reduction. For purposes of applying this exception, a reduction in benefits as a result of the expiration of a lifetime time limit for a family receiving welfare or public assistance benefits shall not be considered failure to comply with conditions under the assistance program requiring participation in an economic self sufficiency program or imposing a work activities requirement.
 - **4.** After any interim rent decrease, there is an increase in total household income.
 - 5. There is a decrease in income which would lower the rental rate computed in accordance with applicable federal rules and regulations.
 - **6.** Resident transfers from one DHC development to another.
- 7. The current rental rate was calculated for a temporary time period due to the inability to accurately predict income for an annual period.
 - **8.** A resident may switch from a flat rent to an income-based rent because of hardship circumstances. Hardship situations include:

- **a.** Decreased income due to loss or reduction in employment, death of a member of the household, or loss or reduction in income from other sources.
- **b.** An increase in the amount the family has to pay for medical costs, child care, transportation, education or similar items.
 - **c.** Such other situations as Management may determine.
 - **9.** Under certain circumstances, DHC Management shall, in accordance with federal regulations, be permitted to disregard certain income when calculating Resident's rental rate.
- a. The rent of a family, as the word "family" is described in Section 508(d)(3) of the Quality Housing Work Responsibility Act of 1998, may not increase during the twelve month period beginning on the date on which the family's income increases, where the income is a result of the following:
- i. employment of a family member who was previously unemployed for one or more years; or
 - ii. the participation of a family member in any family self-sufficiency or other job training program; or
 - **iii.** increased earned income for persons who received assistance under any State program for temporary assistance for needy families funded under part A of Title IV of the Social Security Act within the prior 6 months.
- b. Upon the expiration of the twelve month period, referred to above, the rent of a family may be increased due to the continuation of any of the income receiving categories listed in Part II, Section IV. B. 9. a above, except that during the twelve month period beginning upon such expiration the amount of increase may not be greater than fifty percent of the amount of the total rent increase that would be applicable but for this paragraph.
- A family whose earned income increases due to the participation of a family member in any family self-sufficiency or other job training program, where said family member began said participation prior to October 1, 1999, shall be subject to 24 CFR Sec 5.609(c)(13) as it existed in the Code of Federal Regulations prior to March 29, 2000. Under this regulation, the increased income will be disregarded for the period of training and for the first 18 months of the job procured after completion of such training if the program:
- i. Is authorized by a Federal, State or local law.
 - ii. Is funded by Federal, State, or local law.
 - iii. Is operated or administered by a public agency.
 - iv. Has as its objective to assist participants in acquiring employment skills.

Any and all changes in income or family composition relevant to Interim Reexamination(s), as specified above in this Part II, Section IV. B, must be reported to Management within 10 days of occurrence.

C. Transfer.

Management shall give notice to Resident prior to requiring that Resident relocate to another unit that is decent, safe and sanitary and is of a size appropriate to permit compliance with Management's Occupancy Standards and Admissions and Continued Occupancy Policy. Such notice will be given under the following circumstances:

- 1. If Management determines that the dwelling unit is incompatible with the size or composition of Resident's Household, given Management's occupancy standards.
- **2.** If Management determines that the unit is otherwise inappropriate for the household size or composition (*e.g.* a unit modified to accommodate handicapped persons is currently occupied by a household without handicapped persons).
- **3.** If Management in its sole discretion determines that the unit requires substantial repairs or is scheduled for modernization or is not in a decent, safe and sanitary condition.

In the event that Management determines that Resident must transfer, Management shall notify Resident of the new unit's availability. Upon receipt of the notification, Management shall give Resident thirty (30) days from the date of notification to transfer. If Resident fails to move, as required by Management, Management shall take legal action to terminate this Lease.

D. Grievance Procedure

Resident may request an explanation of Management's decisions. If Resident does not agree, Resident shall have the right to request a hearing under Management's Grievance Procedure as required under federal law.

V. OBLIGATIONS AND RIGHTS OF PARTIES

A. Management

- **1. General**. Management agrees to do the following:
 - **a.** Repair and maintain the dwelling unit, equipment and appliances, and the common areas and facilities which are needed to keep the housing in decent, safe and sanitary condition.
 - **b.** Comply with all requirements of applicable state and local building and housing codes and HUD regulations concerning matters materially affecting the health or safety of the occupants.
- **c.** Keep development buildings, facilities and common areas, not otherwise assigned to Residents for maintenance and upkeep, in a clean and safe condition.
 - **d.** Maintain electrical, plumbing, sanitary, heating, ventilating and other facilities and appliances, supplied or required to be supplied by Management in good and safe working order and condition.
 - **e.** Provide appropriate trash and garbage containers for the Premises, except those needed for the exclusive use of Resident's Household.

- **f.** Supply running water, and reasonable amounts of hot water and heat at appropriate times of the year, all in compliance with applicable state law and local ordinances.
- **g.** Thoroughly clean the dwelling unit as necessary before the transfer of the Resident from one dwelling unit to another and before a new Resident moves in.
- h. Offer the Resident a replacement dwelling unit, if available, if the condition of the Resident's present dwelling unit is hazardous to the life, health or safety of the occupants and the condition is not corrected in a reasonable time. Provisions shall be made for abatement of rent in proportion to the seriousness of the damage and loss in value of a dwelling if repairs are not made within a reasonable time or alternative accommodations are not provided in accordance with this paragraph, except that no abatement of rent shall occur if the Resident rejects the alternative accommodation or if the damage was caused by the Resident, Resident's Household or guests.
- i. Give the Resident reasonable notice of what certification, release, information or documentation must be given to Management, including the date by which any such item must be given.
- **j.** Notify the Resident of the specific grounds for any proposed adverse action by Management and, if applicable, the availability of DHC's grievance procedure.

Respond to and satisfy Resident's damage claims, unless Management determines that Resident's damage(s) or loss was not caused by Management but by theft or casualty, among other things, in which case Management shall not be liable.

2. Conduct Inspections

- **a. Initial**. Management and Resident shall inspect the dwelling unit prior to the commencement of occupancy by Resident. Management shall give Resident a written statement of the condition of the dwelling unit and the equipment provided within the unit ("Dwelling Unit Checklist"). The statement shall be signed by Management and Resident and a copy retained by Management in Resident's file.
 - **b.** Routine. Management will schedule an inspection of the dwelling unit ninety (90) days after the initial move-in date to determine the adjustment of the Resident family to the DHC environment. Annual inspections for the purpose of housekeeping and Housing Quality Standards (HQS) will be conducted by DHC staff in accordance with DHC Inspection Procedures.
- c. **Termination.** When Resident vacates, Management will inspect the dwelling unit. Management will provide Resident with a written statement of the damages and charges, if any, for which Resident is responsible within thirty (30) days if Resident has left a forwarding address. Resident and/or his designated representative may participate in the final inspection, unless Resident has vacated the dwelling unit without notice.

3. Right to Entry.

a. Reasonable Notice. Resident agrees that, upon reasonable advance notification, a duly authorized agent, employee, or representative of Management will be permitted to enter Resident's dwelling unit during reasonable hours for the purpose of performing routine

inspections and maintenance, making improvements or repairs, or showing the Premises for releasing. A written statement specifying the purpose of Management entry, delivered to the Premises at least 48 hours before entry, shall be considered reasonable advance notification.

- b. Without Notice. Management shall have the right to enter Resident's dwelling unit at any time without advance notification to Resident if Management has reasonable cause to believe that an emergency exists. If Resident and all adult members of his household are absent from the dwelling unit at the time of entry, Management shall leave a written statement specifying the date, time and purpose of entry prior to leaving the dwelling unit.
 - 4. Establish and Implement Policies.
 - a. General Requirement. Management shall establish necessary and reasonable policies to promote Management's obligation to provide decent, safe and sanitary housing conditions for DHC Residents. Such policies may be established from time to time and include, without limitation, Schedules of Resident Charges, an Admissions and Continued Occupancy Policy, a "One Strike, You're Out" Policy, a Parking Policy, a Pet Policy and other policies promulgated by the Department of Housing and Urban Development ("Policies"). All existing Policies (and those hereinafter created) are hereby incorporated into the Lease by reference and shall be posted in a conspicuous manner in the Management Office, with copies provided upon Resident's request. Violation of DHC Policies may result in termination of the lease or the failure of DHC to renew a resident's lease upon Reexamination. Policies may be modified from time to time at Management's discretion, except that changes in Policies which affect Resident's obligations under this lease can only be implemented after Notice as prescribed in Section VII. C below of this Lease.
 - b. "One Strike, You're Out" Public Housing Statement. In accordance with President Clinton's Executive Order, Management shall implement the "One Strike, You're Out" Policy (DHC Board Resolution No. 903) which enforces "zero tolerance" for illegal drug use and criminal activity by residents. DHC proclaims that obeying the law and abstaining from illegal criminal and drug activities are conditions upon which Residents agree as a part of their residency in public housing. Failure to meet these obligations constitutes a violation of the Resident's Lease with DHC and thus grounds for eviction. Residents will be held responsible for the conduct of family members dwelling in their household as well as visitors. Therefore, DHC will seek expeditious eviction of those persons and families involved in criminal and drug activities on the first occurrence.
- 5. **Remove Resident's Property.** Resident agrees to remove all furniture and other personal property ("Property") from the Premises immediately upon termination of the Lease. Any Property left on the Premises will be deemed abandoned and disposed of by Management who may enter the Premises and remove Resident's possessions without liability. The former Resident shall reimburse Management for all costs incurred in connection with the same.

B. Resident, Resident's Household and Guests.

- 1. General. Resident, including all members of Resident's Household and guests or others whom the Resident controls, shall comply with DHC rules. Resident understands that Resident is responsible for all acts committed by members of Resident's Household or guests or others whom the Resident controls and for requiring compliance with the following:
 - **a.** Not to provide accommodations for boarders and lodgers (i.e., those who are not members of Resident's Household).
 - **b.** Not to assign the Lease or sublease or abandon the Premises.
 - c. To use the unit solely as a private place to live for the Resident and members of the Resident's Household, as identified in Part I, Section I. B of this Lease, and not to use the unit or permit its use for any other purpose. This provision does not exclude reasonable accommodation of Resident's guests or visitors who are visiting with Resident for a period of time not to exceed fifteen (15) days per calendar year.
 - **d.** To ask for consent of Management before Resident or Resident's Household engages in any profit making activities in the dwelling unit. Management shall determine whether such activities are legal and are incidental to the primary use of the leased unit for residence by members of the household
 - **e.** To comply with all obligations imposed upon Residents by applicable provisions of building and housing codes materially affecting health and safety.
 - **f.** To keep the Premises and such other areas and grounds as may be assigned for Resident's exclusive use in a clean and safe condition.
 - g. To make no alterations or repairs or redecoration to the interior of the Premises or to install additional equipment or major appliances without the written consent of Management. To make no changes to locks or install new locks or anti-theft devices without Management's written consent. If Resident does change the locks, Resident shall provide Management with a key within ten (10) days. Otherwise, Resident will be charged for damage or expenses incurred because of Management's necessary entry into the dwelling unit.
 - **h.** To dispose of all refuse, garbage, rubbish and other waste from the Premises in a sanitary and safe manner.
 - i. To obtain and maintain utility service to the Premises, if such is not provided by Management, and use, only in a reasonable manner, electrical, plumbing, sanitary, heating, ventilating, air-conditioning, and other facilities and appurtenances, including elevators.
 - **j.** To refrain from destroying, defacing, damaging or removing any part of Premises.
 - **k.** To comply with DHC's Pet Policy if Resident desires to keep, maintain, harbor, or board a pet of any nature on the Premises. Resident must obtain written permission from Management prior to having any pet on the Premises and must thereafter maintain each pet responsibly and in accordance with applicable state and local public health animal control and anti-cruelty laws and regulations.
 - 1. To notify Management promptly of any known need for dwelling unit repairs and unsafe conditions in the common areas and grounds of the site which may lead to damage or injury.
 - **m.** To pay reasonable charges (other than for ordinary wear and tear) to repair damage done to the Premises, buildings, facilities, or common areas, if such damage was caused by Resident or any members of Resident's Household or guests.

- **n.** To conduct him or herself or themselves (if Resident's Household or guests are involved) in a manner which will not disturb their neighbors' peaceful enjoyment of their accommodations and will be conducive to maintaining the Premises in a decent, safe and sanitary condition. A disturbance includes, without limitation, playing loud music.
- **o.** To comply with Management's" One Strike, You're Out" Policy and recognize that Management has zero tolerance for:
- (1) Any violent criminal activity, on or off the premises that threatens the health, safety or right of peaceful enjoyment of the Premises by other Residents, guests, visitors or employees of DHC.
 - (2) Any drug-related criminal activity on or off DHC property. Drug related means the illegal manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute or use a controlled substance.
 - (3) Any alcohol abuse that DHC determines interferes with the health, safety, or right of peaceful enjoyment of the Premises by other Residents.
 - (4) A pattern of alcohol abuse that DHC determines interferes with the health, safety, or right of peaceful enjoyment of the Premises by other Residents, visitors, guests or employees of DHC.
 - (5) Any activity resulting in a felony conviction.

Any criminal activity in violation of the preceding sentences shall be cause for termination of the Lease and eviction from the Premises.

2. Provide Notification to Management Regarding Hazardous Defects.

- a. **Duty to Notify.** Resident shall immediately notify Management of damages which create conditions which are hazardous to the life, health or safety of the occupants. Management shall be responsible for repair of the dwelling unit within a reasonable time, provided that if the damage was caused by Resident, a member of Resident's Household or guest(s), the cost of the repairs shall be charged to Resident. Management shall offer standard alternative accommodations, if available, in circumstances where necessary repairs cannot be made within a reasonable time or with the Resident present.
 - b. Rent Abatement. Provisions shall be made for abatement of rent in proportion to the seriousness of the damage and loss in value as a dwelling if repairs are not made. Rent shall not abate if Resident rejects standard, alternative accommodations, or if the damage was caused by the Resident, Resident's Household, or other guests or persons on the Premises with the consent of the Resident or Resident's Household. Any abatement claimed by Resident shall not become effective unless and until Management consents to the same, or Resident timely and successfully files a grievance, in compliance with the grievance procedure, requesting an abatement. If Resident elects to file a grievance, Resident shall continue to pay his rent in full, when due, unless and until the grievance has been fully and finally adjudicated in favor of the Resident.
- 3. Provide Notification to Management Regarding Change in Resident's Household. Resident shall notify Management in writing within ten (10) days after Resident's Household experiences a change in income or family composition. Failure to timely notify DHC in writing will result in the Resident being held

liable for all actions of such person and any violation of the Lease by such person will be grounds for termination of tenancy and eviction from the unit.

- **4.** Request Handicapped Accommodations. Resident may, at any time during the tenancy, request reasonable accommodations for any member of Resident's Household with a disability, including reasonable accommodations to enable Resident to realize his/her responsibilities under the Lease. Resident must provide Management with proof of the disability.
- 5. Utilize Grievance Procedure. In response to Management's notice of proposed adverse action, including, without limitation, a proposed lease termination (other than for nonpayment of rent or for violation of the "One Strike, You're Out" Policy), a proposed transfer of Resident to another unit, and the imposition of charges for maintenance, Resident may request and Management shall provide Resident with an opportunity for a hearing in accordance with Management's Grievance Policy and established Grievance Hearing procedures. All grievances shall be processed and resolved pursuant to the Grievance Policy and Procedure in effect at the time such grievance arises.
- **6. Utilize Claims Procedure.** Management shall provide Resident with an opportunity to submit claim(s) for property losses if and to the extent that Management, in its sole discretion (and after a full investigation), determines that damages sustained by Resident were directly caused by Management. Damage Claims shall be prepared and submitted in compliance with Management's Damage Claim Policy and/or federal law.

VI. TERMINATION OF LEASE

A. General.

- 1. **Resident.** This Lease may be terminated at any time by Resident by giving thirty (30) days' written notice in the manner specified below. Resident agrees to surrender possession of and leave the dwelling unit in clean and good condition, reasonable wear and tear excepted. Resident also agrees to return the keys to Management and to provide Management with a forwarding address.
- 2. **Management.** Management shall not terminate or refuse to renew the Lease other than for serious or repeated violations of material terms of the Lease, such as failure to make payment due under the Lease or Resident's failure to fulfill Resident's Obligations set forth in Part II, Section V. B above of this Lease or for other good cause. This Lease may be terminated by Management by written notice as follows:
 - **a.** Fourteen (14) days in the case of failure to pay rent.
 - **b.** Seven (7) days, or a reasonable time commensurate with the exigencies of the situation, when Resident or members of Resident's Household cause a situation which results in the threatening of the health or safety of others in the immediate vicinity of the premises.
 - c. Seven (7) days when a Resident, members of Resident's household, guests or others whom the Resident controls violate the "One Strike, You're Out" Policy for drug related activity (as defined in section V.B.1.o.(2) above) on the premises.
 - **d.** Thirty (30) days in all other cases.

Termination Notice(s). Notice(s) of Termination to Resident shall inform Resident of his/her right to request a hearing (if applicable given federal law) in accordance with the Grievance Procedures. In addition, the Notice(s) shall include specific grounds for termination, shall inform Resident of his/her right to make such reply as Resident may wish, and shall inform Resident of the right to examine documents relevant to the termination or eviction.

B. Abandonment.

If at any time during this Lease, Management believes in good faith and after diligent inquiry that Resident has abandoned the dwelling unit because, among other things, Resident has been absent from the unit for more than thirty (30) days and has failed to notify Management of his/her extended absence from the dwelling unit and current rent is unpaid, Management may enter the Premises and remove Resident's possessions without liability. Resident shall be responsible for all costs incurred in connection therewith.

C. Death of Resident.

In the event of a Resident's death, Management shall secure the dwelling unit and restrict access to only persons evidencing, by papers issued by the Wayne County Probate Court, a legal right to enter and remove the personal property therefrom. After thirty (30) days, if the deceased Resident's property has not been removed from the dwelling unit by a duly appointed legal representative of the decedent's estate or a person duly claiming entitlement to the deceased property under MCLA 700.3982, 700.3983 and 700.3984, Management shall inventory all personal property of the deceased Resident left in the dwelling unit and store it at a storage facility for ninety (90) days. While said property is in storage, Management shall continue to restrict access to same and prohibit removal of said property by anyone other than persons with authority as identified above. If after the ninety (90) day storage period all or any of the deceased Resident's personal property remains unclaimed, Management shall deem said property to be abandoned and may dispose of it.

VII. MISCELLANEOUS

A. Cumulative Rights.

Each and every one of the rights and remedies of Management are cumulative and the exercise of any right or remedy does not waive Management's other rights under the Lease or the law.

Delay or failure by Management to exercise any right or remedy under this Lease, or the partial or single exercise thereof by Management, shall not constitute a waiver (post or prospective) by Management of that or any other right or remedy granted to Management in this Lease.

B. Insurance.

Management and Resident hereby jointly waive all rights of recovery against each other to the extent that payments for any loss or damage to the dwelling unit, or to personal property therein, are made under any applicable insurance policy, whether said property is owned by Management or Resident.

C. Lease and Policy Modifications.

Management may, from time to time, modify those Policies referenced in Part II, Section V. A. 4 above of this Lease, provided that, if required by federal law, Management provides thirty (30) days written notice to each affected Resident, which Notice shall set forth the proposed modification and the reason(s) therefor and shall be:

- 1. Delivered directly or mailed to each Resident; or
- **2.** Posted in at least three (3) conspicuous places within each structure or building in which the affected dwelling units are located, as well as in a conspicuous place at the Management office located within the Development, if any, or if none, a similar central location within the Development.

Residents shall have an opportunity to present written comments, which shall be taken into consideration by Management prior to the adoption of the proposed modification. This provision shall not apply to changes made as a result of the reexamination process referenced in Section IV above.

D. Entire Agreement.

This Lease, which consists of Part I and Part II, Terms and Conditions, sets forth the entire agreement between Resident and Management. No other verbal or written modifications shall be binding upon the parties to this Lease Agreement unless written and signed by Resident and Management, acting in their official and authorized capacities. If any provision hereof is held to be invalid, unlawful, or unenforceable to any extent, the rest of the Lease and the application of the invalid, unlawful or unenforceable provision to persons or circumstances other than those for which it is held as such, will not be affected.

E. Legal Notice(s)

- 1. **Management's Responsibility.** Any notice to Resident required hereunder, unless otherwise specified herein, will be sufficient if delivered in writing to Resident personally or to an adult member of Resident's Household residing in the Dwelling Unit, or if sent by prepaid first-class mail properly addressed to Resident at the residence address set forth in Part I, Section I.A of this lease.
 - 2. **Resident's Responsibility.** Any notice to Management must be in writing and must either be delivered in person to a Management employee at the Management Office in the Development where Resident resides or be sent via prepaid first-class mail, properly addressed to Management at its principal business address set forth in Part I. Section I.A of this lease.

PET LEASE ADDENDUM

This I	Pet Leas	se Addendum ('	'Addendum") to the DHC lease between	
om d D	IIC ia m	da a mant af 41	ha lagge outsured into the hatroon the	(Tenant)
		-	he lease entered into the between the	(Date)
for the	e prope	rty located at	,	
Pet N	ame:	1. 2.	Pet Type/Brand:	1. 2.
Pet Se 2.	ex:	1.	License No:	1. 2.
1. rules i		ent has read, until to the complete	nderstands and agrees to abide by all a	applicable Pet Policy ("Policy"
	animal		ep his/her pet in accordance with app ti-cruelty laws and regulations and pr agrees:	<u> =</u>
a.	That the pet will be allowed out of the dwelling unit only under the complete control of a companion aged 13 or older and on a hand held leash or in a pet carrier. A pet identification tag must be present on the pet at all times.			
b.		•	the exterior or interior of the premises g, or any stains, etc., caused by the pe	

c. That Resident will provide annual proof of City License, Dog tag and regular veterinary care of pet including vaccinations. Photo of pet to be provided.

necessary, replacement to the original condition.

d. That Resident will provide adequate food and water and will not leave the pet unattended for any undue length of time.

of the Resident and the Resident agrees to pay all costs involved in restoration or, if

e. That Resident will only walk pets on areas designated by DHC away from building entrance and will be responsible for clean-up and proper disposal of animal waste on the exterior and interior of the common areas as well as the dwelling unit.

- f. That all dogs and cats over the age of six (6) months must be spayed or neutered and resident must provide supportive documentation before the pet is allowed on the premises.
- 3. It is further understood and agreed that if efforts to contact Resident are unsuccessful, DHC staff may enter the Resident's unit if there is reasonable cause to believe an emergency exists with respect to the pet. Examples of an emergency situation include death, illness or absence of the Pet Owner from the premises, abuse, abandonment or neglect of the pet, or any prolonged disturbance caused by the pet which adversely affects other DHC residents.

In the event of an emergency situation which prevents the Resident from properly caring for the pet, the Resident authorizes DHC management to contact the following person who has agreed to act as an Emergency Caregiver for the pet should the need arise:

Emergency Care Giver's Name:Address:	
Telephone number:	
If the situation permits, DHC agrees to make a good faith effort Caregiver before calling the City's Pet Control Agency for assis from the Premises. If it becomes necessary for the pet to be put incurred will be the sole responsibility of the Resident.	tance with removal of the pet
4. Resident agrees to indemnify, hold harmless and defend parties for loss, damage or injury caused by the Residents's pet,	•
5. Resident [check one:agrees to pay/ has prevent	* =
Resident [check one:agrees to pay/ has previously j	paid] a Refundable Pet Security
Deposit in the amount of \$	
Note: Deposit amount may not exceed one half of Resident's respectively. \$300.00, whichever is less and no deposit is required for	
6. Resident is Over age 62 Person with Disabilities Neither over age 62 nor Person	on with Disabilities
If Resident is neither over age 62 nor a Person with Disabilities,	

7. No pet shall be allowed to become a nuisance or create any unreasonable disturbance. An example of "any unreasonable disturbance" would be a pet that is not restrained in hallways,

a Non-Refundable Monthly Pet Maintenance Fee in the amount of Ten Dollars (\$10.00) each

month in addition to Resident's monthly rent payment.

elevators, community rooms or other common areas or that makes noise continuously and/or incessantly for a period of ten (10) minutes or longer or intermittently for one-half (1/2) hour or more to the disturbance of any person at any time of the day or night.

8. Failure to abide by any condition of this Pet Lease Addendum will be considered material noncompliance with lease obligations and may result in the commencement of eviction proceedings to terminate Resident's lease.

Resident:	Detroit Housing Commission
	By:
Print Name:	Print Name:
Date signed:	Date signed:

RESIDENT MEMBERSHIP OF PHA GOVERNING BOARD

The Detroit Housing Commission is organized pursuant to the provisions of Michigan State Law, Public Act 18 of 1933, as amended. The Commission consists of five members appointed by the Mayor of the City of Detroit. The Detroit Housing Commission currently has one resident members:

Carol Mayes, Vice President Resident of The Villages at Parkside Term expires: May 30, 2005

MEMBERSHIP OF THE RESIDENT ADVISORY BOARD

The Detroit Housing Commission Resident Advisory Board consists of one representative from each of DHC's developments. The representatives are the elected President of each development's Resident Council or his/her designee. The current members of the Resident Advisory Board are:

DHC Development	Name of President	DHC Development	Name of President	DHC Development	Name of President
Brewster/Douglas	Rosanna Johnson	Jeffries Homes	Lonza Griffin	Souourner Truth	Juanita Dhue
Forest Park	Thomas Young	Villages of Parkside	Catherine Rowe	State Fair	Clarence Washington
Charles C. Diggs	Thelma Simpson	Sheridan I	Gwen Hawkins	Warren West	Charles Williams
Charles Terrace	Beatrice Sharkey	Sheridan II	David Jenkins	Scatted Sites	Vacant
Harriet Tubman	Leonard Conner	Smith Homes	Velma Jackson		

ATTACHMENT J HOUSING CHOICE VOUCHER PROJECT BASE PLAN

Detroit Housing Commission (DHC) will commit up to 20% of the allocated vouchers through the Housing Choice Voucher Program in accordance with the statue and the federal regulations governing the program. The authorized jurisdiction is the City of Detroit, Lapeer, Macomb, Monroe, Oakland, St. Clair, and Wayne Counties. The six counties are diverse in population and economics, including urban, suburban and rural areas, some areas such as the City of Detroit are predominately classified as minority and/or economically impacted. In accordance with the City of Detroit Consolidated Plan, DHC is committed to creating communities that incorporate homeownership, commercial, provides access to public transportation, and quality diverse affordable housing for various populations in which the City of Detroit will be included. DHC intends to make use of the Housing Choice Voucher Program on Hope VI property that qualifies or property that is secured by DHC. Due to the age and deteriorated condition of property in the City of Detroit and some of the surrounding areas that are within DHC's jurisdictions, DHC has choose to use the Housing Choice Voucher Project Base Program to secure higher quality units on a longer term basis. DHC does reserve the right to designate the Housing Choice Voucher Project Base Program contracts to qualified owners, developers through the competitive bidding process required through federal and state requirements and agency polices within DHC designated jurisdiction. This action is consistent with DHC's Annual and Five Year Plans.

PHA/IHA Board Resolution

Previous edition is obsolete

Approving Operating Budget or Calculation of Performance Funding System Operating Subsidy

U.S. Department of Housing OMB Approval No. 2577-0026 (Exp. 6/30/2001) and Urban Development

form HUD-52574 (10/95) ref. handbook 7575.1

Office of Public and Indian Housing

Public Reporting Burden for this collection of Information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income housing program and provides a summary of proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the PHA and the amounts are reasonable and that the PHA is in compliance with procedures prescribed by HUD. Responces are required to obtain benefits. This information does not lend itself to confidentiality.

Acting on behalf of the Board of Commissioners of the below-named Public Housing Agency (PHA)/Indian Housing Authority (IHA), as it's Chairman, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

		(date)	
X	Operating Budget Submitted on:	May 5, 2005	
-	Operating Budget Revision Submitted on:	, , , , , , , , , , , , , , , , , , ,	_
·	Calculation of Performance Funding System Submitted on:	. 41	
X	Revised Calculation of Performance Funding System Submitted on:	May 5, 2005	·
l ce	rtify on behalf of the: (PHA/IHA Name) Detroit Housing Commiss:	sion	
١.	All regulatory and statutory requirements have been met;		
2.	The PHA has sufficient operating reserves to meet the working capital need	ls of its developments;	
3.	Proposed budget expenditures are necessary in the efficient and economical low-income residents;	operation of the housing for t	he purpose of serving
4.	The budget indicates a source of funds adequate to cover all proposed exper	nditures;	
5.	The calculation of eligibility for Federal funding is in accordance with the p	provisions of the regulations;	
6.	All proposed rental charges and expenditures will be consistent with provisi	ons of law;	
7.	The PHA/IHA will comply with the wage rate requirements under 24 CFR	968.110(e) and (f) or 24 CFR	905.120(c) and (d);
8.	The PHA/IHA will comply with the requirements for access to records and and	audits under 24 CFR 968.110((i) or 24 CFR 905.120(g);
9.	The PHA/IHA will comply with the requirements for the reexamination of f 990.115 and 905.315.	amily income and composition	n under 24 CFR 960.209,
	•		
	aby certify that all the information stated within, as well as any information provided in the accom ing: HUD will prosecute false claims and statements. Conviction may result in criminal	•	
Boar	d Chairman's Name (type) Signature	71 5	Date
Cor	nmissioner Carol Mayes	1//6/	May 5 2005

Operating Fund Calculation of Operating Subsidy

PHA-Owned Rental Housing

U.S. Department of Housing And Urban Development

OMB Approval No. 2577-0029 (exp. 06/30/2006)

Office of Public and Indian Housing

	Section Sectio	nn 1		7 17 1 7 11 1 7 11 11 11 11 11 11 11 11
a) Na	me and Address of Public Housing Agency		b) Budgel Submission	to HUD required
	Detroit Housing Commission			Yes X No
	1301 East Jefferson	c) Type of Submission	*	
	Detroit, MI 48207			Original
-0.41-			X	Revision No.
o) 140.	of HA Units e) Unit Months f) Subject FYE g) ACC Number Available (UMAs)	h) Operating Fund F	roject Number	i) DUNS Number
	3,843 46,116 06/30/2006 C - 3020	MIOO	100106J	11-827-1910
	Section	on 2		
Line No.	Planariotion	•	Requested by Ph	,
	Description		(PUM)	(PUM)
01	A. Allowable Expenses and Additions Previous allowable expense level (Part A, Line 08 of form HUD-52723 for		1	
02	Line 01 multiplied by ,005	previous year)	338.46	
03	<u> </u>		1,69	
04	Delta from form HUD-52720-B if applicable (see instructions) "Requested" year units from latest form HUD-52720-B, if applicable (see		0.00	
	Instructions)	3,881		
05	Add-ons to allowable expense level from previous fiscal year (see instruction	ons)		Section 1991 Annual Property Control of the Control
06	Total Part A, Lines 01, 02, 03 and 05		340.15	
07	Inflation factor		1.02700	
08	Revised allowable expense level (AEL)(Part A, Line 06 times Line 07)	·	349.33	
09	Transition Funding			
10	Increase to AEL		1	
11	Allowable utilities expense level from HUD-52722-A *See Remarks	\$4,535,973	98.36	
2	Actual PUM cost of Independent Audit (IA) (Through FY 06/30/2004)	2.33	
13	Costs attributable to deprogrammed units		2.50	
14	Total Allowable Expenses and Additions (sum of lines 08 thru 13)		450.02	
art E	3. Dwelling Rental Income	·	700.02	
1	Total rent roll (as + 01/01/2005)	484,742		Alternative and the second
)2	Number of occupied units as of rent roll date	2,868		
03	Average monthly dwelling rental charge per unit for current budget year			
,3	(Part B, Line 01/Line 02)	169.02		
)4	Average monthly dwelling rental charge per unit for prior budget year	168.48		
	Average monthly dwelling rental charge per unit for prior budget year 2			
)5	years ago	171.85		Transport Control of the Control of
)6 İ	Three-year average monthly dwelling rental charge per unit ([Part 8, Line 03 + Line 04 + Line 05] / 3)	169.78		
7 !	50/50 Income split ([Part B, Line 3 + Line 06] / 2)	169.40	经外有等 多数	
18	Average monthly dwelling rental charge per unit (lesser of Part B, Line 03 g		460.00	据证明的 · · · · · · · · · · · · · · · · · · ·
9	Rental income adjustment factor	rune u/)	169.02	
0	Projected average monthly dwelling rental charge per unit (Part B, Line 08 t	t	1.03	`
1	Projected occupancy percentage from form HUD-52728	imes line 09)	174.09	
2	Projected average monthly dwelling rental income per u (Part B, Line 10 tin		83%	
	7 7 7 4 7 1 4 1 4 1 4 1 4 1 4 1 4 1 4 1	nes Line 11)	144.49	1
	Non-dwelling Income			
11	Other Income		0.00	
2	Total operating receipts (Part B, Line 12 plus Part C, Line 01)		144.49	
3	PUM deficit or (income) (Part A, Line 14 minus Part C Line 02)	i	305.53	
			Requested by PHA/i (Whole dollars)	HA HUD Modifications (Whole dollars)
4	Deficit or (Income) before add-ons (Part C, Line 03 times Section 1, e)	I i	14,089,821	

	FYE: 06/30/2006		Project Number:	MI00100106J
Line	:		Requested by PHA/IHA	HUD Modifications
No.	D. Add-ons for costs attributable to changes in federal law or re	vaulation	(PUM)	(PUM)
01	FICA contributions	*See Supporting Schedule	304,930	1
02	· Unemployment compensation	Actual for FY04	77,706	<u> </u>
03	Family Self Sufficiency Program	1/0/02/10/1/10-1	77,700	
04	Energy Add-On for loan amortization		American and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the second and the seco	
05	Unit reconfiguration	*See Supporting Schedule	427 520	<u> </u>
06	Non-dwalling units approved for subsidy	see authorning actientie	427,580	
07	Long-term vacant units			
08	Phase Down for Demolition			
09	Units Eligible for Resident Participation	,	et-fast of the fact of the	
0.5	Occupied Units (Part B, Line 02)	2,868		
10	Employee Units	6		
11	Palice Units			
12	Total Units Eligible for Resident participation	i	网络多种类型的	
	(Sum of Part D, Lines 09 thru 11)	2,874		
13	Funding for Resident participation (Part D, Line 12 X \$25)		71,850	1
14	Other approved funding, not listed (Specify in Section 3)			
15	Total add-ons (sum of Part D, Lines 01, 02, 03, 04, 05, 06, 07, 08,	13 and 14)	882,066	
Part .	E. Calculation of Operating Subsidy Eligibility Before Adjustmen			
Ö1	Deficit or (Income) before adjustments (Total of Part C, Line 04 an	d Part D. Line 15)	14,971,887	
02	Actual cost of Independent Audit (IA)		107,261	· · · · · · · · · · · · · · · · · · ·
03	Operating subsidy eligibility before adjustments (greater of Part E, L	ine 01 or Line		
	02) (If less than zero, enter zero (0))		14,971,887	· · · · · · · · · · · · · · · · · · ·
	F. Calculation of Operating Subsidy Approvable for Subject Fisc	·····	after the end of the subject	FY)
01	Utility Adjustment for Prior years (Identify individual FYs and amou	nts under Section 3)		
02	Addition subject fiscal year operating subsidy eligibility (specify)			
03	Unfunded eligibility in prior fiscal years to be obligated in subject fis	scal year		
04	HUD discretionary adjustments			
05	Other (specify)			
06	Other (specify)			
07	Unfunded portion due to proration		ì	
08	Net adjustments to operating subsidy (total of Part F, Lines 01 thru	07)	0 1	***
09	Operating subsidy approvable for subject fiscal year (total of Part E,	Line 03 and		***
	Part F, Line 08)		14,971,887	
10 10	Use Only (Note: Do not revise after the end of the subject FY)		ikke filipain kullik ka tikke sama in tan ka ma pake kisa kulliki k	
	Amount of operating subsidy approvable for subject fiscal year not			
11	Amount of funds obligated in excess of operating subsidy approval			
12	Funds obligated in subject fiscal year (sum of Part F, Lines 09 thr.			
	(must be the same as line 690 of the operating Budget, form HUD-52564, for the subject fiscal year) Appropriation symbol(s):			
	, , , , , , , , , , , , , , , , , , , 			
Part 0	3. Memorandum of Amounts Due HUD, Including Amounts on R	epayment Schedules		
01	Total amount due in previous fiscal year (Part G, Line 04 of form F	IUD-52723 for		
	previous fiscal year)	•		
02	Total amount to be collected in subject fiscal year (Identify Individu			
03	Section 3) Total additional amount due HUD (include any amount entered on	Part F. Line 111		
	(Identify Individual amounts under Section 3)	,	•	
04	Total amount due HUD to be collected in future fiscal year(s) (Total			
	Lines 01 thru 03) (Identify individual amounts under Section 3)			

				MI00100106J
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No.	Description	1	(PUM)	(PUM)
Part I	. Calculation of Adjustments for Subject Fiscal Year			
	This part is to be completed only after the subject fis			
01	Indicate the types of adjustments that have been reflected	F		
[Utility Adjustment	HUD discretionary adjustment (Specify under Section 3)		
02	Utility adjustment from form HUD-52722-B	(apecity titue) Section 3)		
03	Deficit or (income) after adjustments (total of Part E, Line	Nt and Part H. Line 02)		
04	Operating subsidy eligibility after year-end adjustments (c			
-	Part H, Line 03)			
05	Part E, Line 03 of latest form HUD-52723 approved durin	g subject FY		
	(Do not use Part E, Line 03 of this revision)			
06	Net adjustment for subject fiscal year (Part H, Line 04 min	nus Part H, Line 05)		
07	Utility adjustment (enter same amount as Part H, Line 02		,	· · ·
80	Total HUD discretionary adjustments (Part H, Line 06 mir	us Line 07)		
09	Unfunded portion of utility adjustment due to proration			
10	Unfunded portion of HUD discretionary adjustment due to	proration		
11	Prorated utility adjustment (Part H, Line 07 plus Line 09)			
12	Prorated HUD discretionary adjustment (Part H. Line 08 p	olus Line 10)		
		Section 3		
Rema	arks (provide part and line numbers)	· · · · · · · · · · · · · · · · · · ·	, c + 1777 smr	
Allowable Utility Expense Level The Comission has not maintained a record of utility consumption for the fiscal year which ended 6/30/2002, 2003 or 2004. Consequently, actual FY04 Utility cost (as reflected on the 2004 Financial Data Schedule, FDS) is being used as the basis for the 2006 request for utility funding, in accordance with 24 CFR 990.107 (d).				
24CFR990.107 (d) Utilities expense level where consumption data for the full Rolling Base Period is unavailable. If a PHA does not obtain the consumption data for the entire Rolling Base either for its own project(s) or by using comparable consumption data as required in paragraph (c)(2) of this section, it shalt request HUD Field Office approval to use actual PUM utility expenses. These expenses shall exclude Utilities Labor and Other Utilities Expenses. The actual PUM utility expenses shall be taken from the year-end Statement of Operating Receipts and Expenditures, Form HUD-52599, (Office of Management and Budget approval number 2577-0067) prepared for the PHA fiscal year which ended 12 months prior to the beginning of the PHA Requested Budget Year (e.g., for a PHA fiscal year beginning January 1, 2001, the PHA would use data from the fiscal year ended December 31, 1999). Subsequent adjustments will not be approved for a budget year for which the utility expense level is established based upon actual PUM utility expenses.				

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

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Signature of Authorized HA Representative & Date:	Signature of Authorized Field Office Representative & Date:
X Od o Director	

Previous edition is obsolete for PHA Fiscal Years beginning 1/1/2004 and thereafter

form HUD-52723 (1/2001)

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