

PHA Plans

Streamlined 5-Year/Annual Version

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

OMB No. 2577-0226
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

Streamlined Annual Plan for Fiscal Year 2005

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

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: Appleton Housing Authority

PHA Number: WI065

PHA Fiscal Year Beginning: 01/01/05

PHA Programs Administered:

- Public Housing and Section 8** **Section 8 Only** **Public Housing Only**
Number of public housing units: Number of S8 units: Number of public housing units:
Number of S8 units: **547**

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

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

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:

(select all that apply)

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

- Main business office of the PHA
 PHA development management offices

Other (list below)

Streamlined Five-Year PHA Plan PHA FISCAL YEARS 2005 - 2009

[24 CFR Part 903.12]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: The Appleton Housing Authority exists to promote quality affordable housing for all residents of the City of Appleton and Outagamie County.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:

Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

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

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of

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

The Appleton Housing Authority works closely with the local Fair Housing Council and as such will employ Fair Housing Training for all staff on an as needed basis over the five year plan in partnership with the Council. In addition, the Authority allows for the insertion of Fair Housing material from the Council to landlords participating under the Housing Choice Voucher program.

The Appleton Housing Authority will continue to work with and support the Fox Cities Housing Coalition and their initiative “ A Place to Call Home” in educating the business leaders in our community and the general public on affordable housing needs, issues and possible collaborations.

The Appleton Housing Authority will continue to update, promote and market the Blueprint to Affordable Housing study and strategic plan for meeting the housing needs of the community.

Other PHA Goals and Objectives: (list below)

In May of 2004, The Appleton Housing Authority received PIH Notice 2004-7, which implements the Section 8 voucher renewal appropriations for federal fiscal year 2004. This new policy established a cap for agencies’ Housing Assistance Payment (HAP) costs based on agency information reported for August 1, 2003, and only adjusted by a modest inflation factor. While costs are capped, the notice indicates that agencies may be able to obtain additional funds to cover additional units leased since August 1, 2003, but only up to the authorized level. The per unit cost calculation is retroactive as of Jan. 1, 2004.

The new policy will adversely affect agencies’ whose costs exceed the per unit cap. The Appleton Housing Authority per unit cost authorized by HUD for fiscal year 2004 is \$ 280.80 which includes the HUD Annual Adjustment Factor. The AHA’s current per unit cost average is \$ 299.48 with a lease up of 527 units. Our baseline stands at 547.

The impact this will have on the Appleton Housing Authority could be substantial. These shortfalls are aggravated by local market conditions, voucher size, and a decrease in the average household income resulting in a higher HAP. Furthermore, the FY 2004 Administrative Fee per unit cost was decreased by 6%, possibly affecting the long-term stability of adequate staffing.

The Appleton Housing Authority offers the following action steps in our attempt to reduce the per unit cost to the level that is authorized for our agency. It must be noted that these cost savings methods will require a 1-2 year transitional period to implement.

Action Steps recommended by HUD to Reduce Costs:

- *Suspend voucher issuance*
 1. Stop issuing turnover vouchers
 2. Do not execute HAP contracts for outstanding vouchers

AHA response:

The Appleton Housing Authority is not in a position to suspend voucher issuance for the following reasons:

1. PHA's are currently allowed under federal regulation to lease up to the baseline number of units authorized under their ACC. The Appleton Housing Authority was under-leased during the time frame HUD calculated per unit cost (August 2003) for funding renewal. Our Housing Authority should be able to request additional funding from the central fund up to our baseline.
 2. Administrative Fees will decrease substantially affecting the operational stability of the voucher program.
 3. A notable decrease in the number of families being served in our community.
- *Review PHA admission policies*
 1. Is the PHA exceeding the income-targeting requirement of 75% for extremely low-income admissions?

AHA response:

The Appleton Housing Authority is exceeding the 75% income-targeting requirement. According to HUD, a PHA can request approval of a different income-targeting requirement. Our Housing Authority is currently reviewing the CFR for further clarification and request procedures.

2. The PHA may provide admission preference to working families so long as the same preference is provided to families with elderly or disabled head or spouse.

AHA response:

The Appleton Housing Authority is not seeking board approval at this time to revise the admission preference under the HCV Administrative Plan to include a working family preference. It is the intent of our agency to continue to accept applicants on a first come, first serve basis without regard to income. If the Appleton Housing Authority cannot successfully reduce the cost per unit by adopting the other recommendations outlined in this plan, the Appleton Housing Authority may reconsider this option.

- *Reducing Payment Standards:*

1. Reduce the voucher payment standard immediately for all applicants, participants desiring to move to a new unit and other new contracts.
2. Implement regulation that allows the PHA to reduce the payment standard for current voucher holders at their second annual re-examination.

AHA response:

The Appleton Housing Authority has implemented measures to lower the voucher payment standard for all new participants, current voucher holders desiring to move to a new unit, and any other newly executed HAP contracts. Our agency initially increased the 1 and 2 bedroom voucher payment standard up to the allowed 110% of FMR in order to meet local market conditions and to increase housing opportunity for voucher holders. The majority (90%) of these voucher holders represent a disabled or elderly head of household. It must be acknowledged that the HUD published FMR for a one-bedroom unit does not meet our local market conditions. Documentation to support these facts is available, including a recent third party market study.

Our agency will decrease the 1 and 2-bedroom voucher payment standard to the original HUD published Fair Market Rent for our jurisdiction. On a case by case approach, our agency will examine the gross rent under the 110% of FMR rule for families with an elderly or disabled head of household, especially those requiring accessible units.

Current voucher participants have been notified beginning with July 2004 annuals that at their next scheduled annual recertification date, beginning July 2005, the Appleton Housing Authority will reduce the voucher payment standard applied in their rent calculation.

• ***Review rents for reasonableness***

1. Rent to the owner (initial and increases) may never exceed reasonable level.
2. Regulations allow for a re-determination of rent reasonableness at any time.
3. Reduced rents may be effective on the 1st of the month following the determination.
4. Ensure that rents and rent increases comply with any local or state rent control limits.
5. If the owner refuses to accept reasonable rent, the tenant is issued a new voucher and the HAP contract is terminated when the tenant moves.

AHA response:

The Appleton Housing Authority conducts rent reasonableness for all new admissions and all moves along with any request for a rent increase from the owner.

Currently, our agency conducts rent reasonableness during the annual re-examination process.

Our agency will update the information in the rent reasonableness database to ensure current information is accurate in order to determine comparability of rents for unassisted units versus assisted units in our jurisdiction. The Appleton Housing Authority will not refuse owners requests for rent increase, but will take extra measures to negotiate reasonable rent acceptance with owners. We will deny any owner request for rent increase if the increase is not determined to be reasonable.

• ***Increase income matching / verification efforts and anti-fraud activities***

AHA response:

The Appleton Housing Authority is a high performer under the HUD SEMAP scoring factors. As such, the AHA has high expectations of it's staff to provide and maintain accurate, detailed and organized information in each participant file. The Appleton Housing Authority currently verifies all income, assets, family composition and allowances through third party verification methods only, as a required HUD regulation.

SWICA reports are completed to cross check income and unemployment information. Additionally, HUD is developing an Upfront Income Verification software for Housing Authorities to utilize in cross checking information and verification of income sources. It is our understanding that this UIV software will be available for use by Wisconsin PHAs' in October of 2004.

All reported program fraud activity is investigated thoroughly by the Appleton Housing Authority. Information is cross-checked when reported information does not match previous reported and verified information. If unreported income is discovered the participant is first given the opportunity to reimburse our agency for all overpaid HAP either in full or by entering into a repayment agreement. If the participant violates their repayment agreement, their assistance is terminated and their name and Social Security Number is reported on the Tenant Checklist to inform other PHAs' that said tenant owes money to our agency. Our agency will take steps to develop and implement a delinquent collection policy for all outstanding repayment agreements.

The Appleton Housing Authority will establish policy under the Administrative Plan on the review and imposed action required of zero income families. Families that report zero income (new admission, annual or interim) will be subject to a quarterly review on their progress towards obtaining a household income. In addition, the AHA will provide case management services to these zero income families in assisting them to obtain household income. Our agency will, on a case by case basis, determine and verify the efforts made by the family in producing steady income. Elderly and disabled head of household must demonstrate documentation of application for SS, SSI, SSD, Retirement Benefits or other verifiable sources.

• ***Review PHA policy on interim reexaminations***

1. Regulations permit Housing Authorities to reexamine family income and composition at any time.
2. The Housing Authority must adopt policy prescribing required family reporting.

AHA response:

The Appleton Housing Authority currently conducts interim recertifications during the contract lease term for changes in income above a \$ 100.00 per month threshold. Our agency will seek to revise the interim recertification requirement under our Administrative Plan to require voucher participants to report any/all changes in income, allowances or household composition without a dolla threshold amount.

- ***Impose or increase minimum rent (\$50 maximum)***

AHA response:

The Appleton Housing Authority current has in effect the maximum \$50.00 minimum rent policy that was implemented when the rule was first established.

- ***Review PHA subsidy standards***

1. The unit size on the voucher determines maximum payment standard amount.
2. Subsidy standards must be consistent with HQS and not require overcrowding.
3. If the family size changes during the contract term, the new size must be used to determine the payment standard at their next scheduled regular reexamination.

AHA response:

The Appleton Housing Authority applies the subsidy standards in compliance with HQS and the occupancy requirements of the City of Appleton. Families are required to notify the AHA when there is a change in family composition. If the change in family composition warrants a change in the unit size on their voucher, a new voucher is issued at their next scheduled date of recertification.

Summary:

The Appleton Housing Authority accepts the challenge to explore the necessary measures to reduce our average per unit cost, and work with HUD in the implementation of the new funding changes under PIH 2004-7, while at the same time, preserving the integrity and intent of the program. We fully understand that the Housing Choice Voucher program is under close scrutiny, which will be followed by changes in the way we conduct business in the future. This will take place whether funding is restored to adequate levels or not. The Appleton Housing Authority is open to change but firmly supports the preservation of the program and the people it serves.

However, it is vitally important to remain aware of the possible adverse affects on the stability of the program during the period of transition. The transition time is estimated to be a one to two-year period to fully implement and measure the success rate of the cost reductions.

PHA Name:
HA Code:

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

Annual Plan for FY 20__

Streamlined Annual PHA Plan
PHA Fiscal Year 20__
[24 CFR Part 903.12(b)]

Table of Contents

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

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 20__ Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

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

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

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

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

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

Executive Summary

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

Our Annual Plan is based on the premise that if we accomplish our goals and objectives, we will be working towards the achievement of the Appleton Housing Authority’s mission of providing affordable rental housing and homeownership opportunities and coordination of needed social services to assist low and moderate income citizens in their effort to attain economic self-sufficiency and to do so in a professional and efficient manner.

The Appleton Housing Authority is implementing the QHWRA Community Service requirement under the Public Housing Program.

The Appleton Housing Authority is implementing QHWRA requirements in the Admissions and Continued Occupancy Policies, Public Housing Lease, and related documents.

The Appleton Housing Authority is implementing a plan for higher maintenance operations and standards as part of the PHAS/REAC process to maintain it’s HUD “High Performer” status.

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

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

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

| Housing Needs of Families on the PHA’s Waiting Lists | | | |
|---|---|---------------------|-----------------|
| Waiting list type: (select one) | | | |
| <input checked="" type="checkbox"/> | Section 8 tenant-based assistance | | |
| <input type="checkbox"/> | Public Housing | | |
| <input type="checkbox"/> | Combined Section 8 and Public Housing | | |
| <input type="checkbox"/> | Public Housing Site-Based or sub-jurisdictional waiting list (optional) | | |
| If used, identify which development/subjurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 723 | | 30% |
| Extremely low income <=30% AMI | 676 | 93.8% | |
| Very low income (>30% but <=50% AMI) | 35 | 4.8% | |
| Low income (>50% but <80% AMI) | 7 | .97% | |
| Families with children | 431 | 59% | |
| Elderly families | 33 | 4% | |
| Families with Disabilities | 157 | 21% | |
| Race/ethnicity Black | 26 | 3% | |
| Race/ethnicity Asian | 11 | 1% | |

| Housing Needs of Families on the PHA's Waiting Lists | | | |
|---|-----|--------|--|
| Race/ethnicity Native Amer | 9 | 1% | |
| Race/ethnicity White | 677 | 95% | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | 94 | 19.5% | |
| 2 BR | 194 | 40.25% | |
| 3 BR | 133 | 27.59% | |
| 4 BR | 38 | 7.88% | |
| 5 BR | 15 | 3.11% | |
| 5+ BR | 8 | 1.66% | |
| Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | | | |
| If yes: | | | |
| How long has it been closed (# of months)? | | | |
| Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes | | | |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? | | | |
| <input type="checkbox"/> No <input type="checkbox"/> Yes | | | |

B. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

The Appleton Housing Authority will coordinate and research resources that empower adult residents and assists them to build healthier communities and independent living. In order to accomplish this, the Housing Authority will research and obtain ROSS funding for Public Housing Elderly Service Coordinator, ROSS funding in collaboration with Lutheran Social Services for Elderly Residents living at Washington Place, and any other alternative funding to enhance resident programs.

The Appleton Housing Authority will continue to host the bi-monthly Special Needs Committee meetings. This committee brings together housing and social service agencies working towards a common goal of creating affordable housing opportunities and support programs for the disabled population.

The Appleton Housing Authority will provide and assist the on-site Property Managers with resources and training for services to senior & disabled residents with focus on Oneida Heights and Washington Place.

The Appleton Housing Authority will continue it's efforts to collaborate with other area non-profits and local governments entities to facilitate opportunities to partner.

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

The Appleton Housing Authority will continue it's efforts to reach new landlords through hosting a website offering landlord information, retaining membership and active involvement in the Fox Valley Apartment Association, updating it's landlord handbook, conducting landlord training and informational opportunities.

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)
Blueprint to Affordable Housing Study 2002 and updated 2004 (local study)

2. Statement of Financial Resources

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

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

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|-------------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2004 grants) | | |
| a) Public Housing Operating Fund | 209,030 | |
| b) Public Housing Capital Fund 2003 | 57,000 | |
| c) HOPE VI Revitalization | 0 | |
| d) HOPE VI Demolition | 0 | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | 2,206,400 | |
| f) Resident Opportunity and Self-Sufficiency Grants | 6,853 | |
| g) Community Development Block Grant | 45,000 | Other |
| h) HOME | 35,000 | Other |
| Other Federal Grants (list below) | | |
| Section 8 Substantial Rehab | 171,400 | Other |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| HOME 2003 | 243,420 | Other |
| Capital Fund 2004 | 289,220 | PH Capital Improvements |
| | | |
| 3. Public Housing Dwelling Rental Income | 543,000 | |
| | | |
| | | |
| 4. Other income (list below) | 14,600 MISC | Other |
| Dwelling Rental Section 8 Substantial Rehab | 202,700 | Other |
| Investment Income | 10,600 | Other |
| 4. Non-federal sources (list below) | | |
| FHLB | 5,000 | Other |
| | | |
| | | |
| Total resources | 4,039,223 | |
| | | |

3. PHA Policies Governing Eligibility, Selection, and Admissions

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

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit:
- When families are within a certain time of being offered a unit:
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
Owing past due money to other Public Housing Authorities.

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

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

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

(2) Waiting List Organization

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

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

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

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

The Appleton Housing Authority offers applicants the opportunity to sign up for low rent housing at two development sites and the main administrative offices. The development sites are defined as Oneida Heights Low Rent Housing and Washington Place, a Section 8 Substantial Rehab. For the Section 8 Housing Choice Voucher Program, applicants may sign up at the main offices of the Housing Authority, both development sites or at various other non-profits serving the lower income families. It is the intention of the Appleton Housing Authority to offer easy access to applications for all programs administered.

c. Site-Based Waiting Lists-Previous Year

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

| Site-Based Waiting Lists | | | | |
|--|----------------|--|---|--|
| Development Information: (Name, number, location) | Date Initiated | Initial mix of Racial, Ethnic or Disability Demographics | Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL | Percent change between initial and current mix of Racial, Ethnic, or Disability demographics |
| Oneida Heights | 01/04 | Elderly 17.65 % | Elderly & Dis. 59 % | |
| | | Elder. & Dis. 58.82 % | Disabled Only 33 % | |
| Washington Place | 01/04 | Elderly 95 % | Elderly 95 % | |
| | | Disabled 40% | Disabled 42 % | 2% |

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

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

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

d. Site-Based Waiting Lists – Coming Year

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

1. How many site-based waiting lists will the PHA operate in the coming year? 2
2. Yes No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? 2

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

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below) Other area non-profit agencies.

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

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

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

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 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)

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.

- Date and Time # 1

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

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

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

(6) Deconcentration and Income Mixing

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

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete. If yes, list these developments on the following table:

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

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors):
 - Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 - Federal public housing
 - Federal moderate rehabilitation
 - Federal project-based certificate program
 - Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
 - Other (list below) Other area non-profit agencies.

(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: Hard to House applicants.

(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)

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.

- Date and Time # 1

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
 Victims of domestic violence

- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

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

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

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

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

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

This preference employs live, work, offered employment, or going to school.

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below) In partnership with other non-profit providers.

4. PHA Rent Determination Policies

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

A. Public Housing

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

(1) Income Based Rent Policies

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

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

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
 For increases in earned income

- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family

composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below) On an as need basis.

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) Ability to find housing, and landlord participation rate.

(2) Minimum Rent

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

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

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? Rent Hardship follows HUD Regulation.

5. Capital Improvement Needs

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

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

A. Capital Fund Activities

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

(1) Capital Fund Program

- a. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in

its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

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

(1) Hope VI Revitalization

a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)

b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)

Development name:

Development (project) number:

Status of grant: (select the statement that best describes the current status)

Revitalization Plan under development

Revitalization Plan submitted, pending approval

Revitalization Plan approved

Activities pursuant to an approved Revitalization Plan underway

c. Yes No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below: Oneida Heights Annex.

d. Yes No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below: The AHA will research opportunity under Odeida Heights Annex.

e. Yes No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

The Appleton Housing Authority would like to pursue the possible acquisition of additional properties under the public housing program or the replacement activity of the Oneida Heights Annex building.

6. Demolition and Disposition

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

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

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

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Oneida Heights Annex |
| 1b. Development (project) number: 02 |
| 2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/> |
| 3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> Researching at this point. |
| 4. Date application approved, submitted, or planned for submission: (DD/MM/YY) |
| 5. Number of units affected: 6 |
| 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development |
| 7. Timeline for activity: a. Actual or projected start date of activity: Currently being analyzed. b. Projected end date of activity: 2010 |

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

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

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

(2) Program Description

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number

of participants this fiscal year?

b. PHA-established eligibility criteria

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

c. What actions will the PHA undertake to implement the program this year (list)?

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

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

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

The Appleton Housing Authority has successfully implemented a First Time Home Buyer Program since 1993. This program is geared towards low-income families. The program uses HOME dollars from the State of Wisconsin, CDBG Funds from the City of Appleton, Federal Home Loan Grant dollars and funds from the Outagamie County Housing Authority Foundation Fund. These funds provide down-payment and rehabilitation assistance to the families.

In addition, in 2003 WE Energies granted \$10,000 towards the rehab of two homes for minority families, as a demonstration project. This project was chosen for a "Community Partnership Award" in 2004.

The Housing Authority offers extensive homeownership counseling and educational classroom training, coupled with financial assistance. The Housing Authority has created a Lender Consortium of local participating lenders who have agreed to minimize closing costs, waive PMI charges, and consider liberal debt and loan-to-value ratios. More than 300 applicants have become successful homeowners through the Housing Authority's program.

While some of the clients have come from the Section 8 Housing Choice Voucher Program and the Public Housing Family units, we have used no Section 8 funds to date in assisting these families with homeownership. However, in some cases, the family utilized their FSS Program Escrow towards downpayment.

The Appleton Housing Authority has entered into an agreement with the Outagamie County

Housing Authority and the Kaukauna Housing Authority to operate our home ownership program within their PHA jurisdiction.

The Appleton Housing Authority's First Time Home Buyer's Program was the recipient of a merit award from the National Association of Housing & Redevelopment Officials (NAHRO). The AHA reserves the right under this plan to implement a homeownership program under the section 8 guidelines if it decides that a strong need exists.

8. Civil Rights Certifications

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

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

9. Additional Information

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

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

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

24 CFR Part 903.7(r)

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

- a. Substantial Deviation from the 5-Year Plan
- b. Significant Amendment or Modification to the Annual Plan

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

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

If yes, provide the comments below:

The comments were in regards to the Capital Fund Program and neighbors right to privacy issues.

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

(2) Resident Membership on PHA Governing Board

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

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

Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: Raymond Barlow

Method of Selection:

- Appointment
The term of appointment is (include the date term expires):
- Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

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

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

Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance

- Any adult member of a resident or assisted family organization
- Other (list)

Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

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

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

Date of next term expiration of a governing board member:

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position): City of Appleton Mayor Timothy Hanna

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

Consolidated Plan jurisdiction: City of Appleton

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

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

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following

actions and commitments:

(4) (Reserved)

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

10. Project-Based Voucher Program

a. Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.

b. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

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

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

The Appleton Housing Authority reserves the right under this plan to give consideration for the project basing of vouchers in regards to new housing developments that are mixed financed with the intent to provide affordable housing units within the mix.

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

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

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

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

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

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary | | | | | |
|---|---|---|---------|-------------------|------------------------------------|
| PHA Name: APPLETON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program Grant No: WIO65 -2005 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2005 |
| <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report | | | | | |
| Line | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | \$12,000 | | | |
| 4 | 1410 Administration | \$32,000 | | | |
| 5 | 1411 Audit | \$1,000 | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | \$14,000 | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | \$28,000 | | | |
| 10 | 1460 Dwelling Structures | \$209,000 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | \$4,000 | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | \$300,000 | | | |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | | | | |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | | | | |

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

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages | | | | | | | | |
|--|---|--|----------|-------------------------|---------------------------|--------------------|-------------------|-------------------|
| PHA Name: APPLETON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program Grant No: WIO65-2005 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2005 | | | |
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| AHA-Wide | Salaries | | | \$32,000 | | | | |
| AHA-Wide | Audit | | | \$1,000 | | | | |
| 1460-01 | Carpet hallways | | | \$25,000 | | | | |
| 1460-02 | Paint 60 Units | | | \$40,000 | | | | |
| 1460-03 | Scattered site-Flooring | | | \$24,000 | | | | |
| 1460-04 | Scattered site-Cabinets | | | \$12,000 | | | | |
| 1450-01 | Scattered site Garage | | | \$15,000 | | | | |
| 1450-02 | Scattered site concrete work | | | \$4,000 | | | | |
| 1430 | Consultant Services | | | \$14,000 | | | | |
| 1460-05 | Install Vanities | | | 68,000 | | | | |
| 1408 | Manag. Improvements-Computer | | | \$12,000 | | | | |
| 1450-03 | Perimeter fencing | | | \$9,000 | | | | |
| 1475 | Purchase of main. equipment | | | \$4,000 | | | | |
| 1460-06 | Re-carpet units | | | \$40,000 | | | | |
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13. Capital Fund Program Five-Year Action Plan

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule | | | | | | | |
|---|---|---|--------|---|---------|-------------------------------------|----------------------------------|
| PHA Name: APPLETON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program No: WIO65-2005 Replacement Housing Factor No: | | | | Federal FY of Grant: 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 | |
| AHA-Wide | 06/30/06 | | | 12/31/06 | | | |
| AHA-Wide | 06/30/06 | | | 12/31/06 | | | |
| 1460-01 | 09/30/06 | | | 12/31/06 | | | |
| 1460-02 | 09/30/06 | | | 12/31/06 | | | |
| 1460-03 | 09/30/06 | | | 12/31/06 | | | |
| 1460-04 | 09/30/06 | | | 12/31/06 | | | |
| 1460-05 | 09/30/06 | | | 12/31/06 | | | |
| 1450-01 | 09/30/06 | | | 12/31/06 | | | |
| 1450-02 | 09/30/06 | | | 12/31/06 | | | |
| 1450-03 | 09/30/06 | | | 12/31/06 | | | |
| 1430 | 09/30/06 | | | 12/31/06 | | | |
| 1475 | 06/30/06 | | | 12/31/06 | | | |
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13. Capital Fund Program Five-Year Action Plan

| Capital Fund Program Five-Year Action Plan | | | | | |
|---|------------------|---|---|---|---|
| Part I: Summary | | | | | |
| PHA Name APPLETON HOUSING AUTHORITY | | | | <input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: | |
| Development Number/Name/HA-Wide | Year 1 | Work Statement for Year 2 FFY Grant: PHA FY: 2006 | Work Statement for Year 3 FFY Grant: PHA FY: 2007 | Work Statement for Year 4 FFY Grant: PHA FY: 2008 | Work Statement for Year 5 FFY Grant: PHA FY: 2009 |
| | Annual Statement | | | | |
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| CFP Funds Listed for 5-year planning | | | | | |
| Replacement Housing Factor Funds | | | | | |

13. Capital Fund Program Five-Year Action Plan

| Capital Fund Program Five-Year Action Plan | | | | | | |
|---|---|------------------------------|-----------------------|---|------------------------------|-----------------------|
| Part II: Supporting Pages—Work Activities | | | | | | |
| Activities for Year 1 | Activities for Year :2 FFY Grant: PHA FY: | | | Activities for Year: 3 FFY Grant: PHA FY: | | |
| | Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| See | | | | | | |
| Annual | | | | | | |
| Statement | | | | | | |
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| Total CFP Estimated Cost | | | \$ | | | \$ |

CAPITAL FUND PROGRAM TABLES START HERE

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary | | | | | | |
|--|---|--|----------|-------------------|-------------------------------------|--|
| PHA Name: APPLETON HOUSING AUTHORITY | | Grant Type and Number Capital Fund Program Grant No: WI39PO065502-03 Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2003 | |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2004 <input type="checkbox"/> Final Performance and Evaluation Report | | | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | | |
| | | Original | Revised | Obligated | Expended | |
| 1 | Total non-CFP Funds | | | | | |
| 2 | 1406 Operations | | | | | |
| 3 | 1408 Management Improvements | \$3,000 | \$0.00 | | | |
| 4 | 1410 Administration | | | | | |
| 5 | 1411 Audit | | | | | |
| 6 | 1415 Liquidated Damages | | | | | |
| 7 | 1430 Fees and Costs | \$5,000 | \$1,124 | \$1,124 | \$1,124 | |
| 8 | 1440 Site Acquisition | | | | | |
| 9 | 1450 Site Improvement | | | | | |
| 10 | 1460 Dwelling Structures | \$38,000 | \$43,252 | \$43,252 | \$43,252 | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | | |
| 12 | 1470 Nondwelling Structures | | | | | |
| 13 | 1475 Nondwelling Equipment | \$3,771 | \$5,395 | \$5,395 | \$3,644 | |
| 14 | 1485 Demolition | | | | | |
| 15 | 1490 Replacement Reserve | | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | | |
| 17 | 1495.1 Relocation Costs | | | | | |
| 18 | 1499 Development Activities | | | | | |
| 19 | 1501 Collaterization or Debt Service | | | | | |

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

| | | |
|--|--|-------------------------------------|
| PHA Name: APPLETON HOUSING AUTHORITY | Grant Type and Number Capital Fund Program Grant No: WI39PO065502-03 Replacement Housing Factor Grant No: | Federal FY of Grant: 2003 |
|--|--|-------------------------------------|

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:
 Performance and Evaluation Report for Period Ending: 12/31/2004 Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|----------|---|----------------------|----------|-------------------|----------|
| | | Original | Revised | Obligated | Expended |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | \$49,771 | \$49,771 | \$49,771 | \$48,020 |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | | | | |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | | | | |

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

| | | |
|--------------------------------------|---|------------------------------|
| PHA Name: APPLETON HOUSING AUTHORITY | Grant Type and Number Capital Fund Program No: WI30PO6550103 Replacement Housing Factor No: | Federal FY of Grant: 2003 |
|--------------------------------------|---|------------------------------|

| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
|--|---|---------|----------|---|----------|----------|---|
| | Original | Revised | Actual | Original | Revised | Actual | |
| 1408-01 | 12/31/04 | | | 03/31/05 | | | |
| 1430-01 | 12/31/04 | | 3/31/04 | 03/31/05 | 12/31/04 | 12/31/04 | Completed before anticipated-Cost less than estimated |
| 1460-01 | 12/30/04 | | 03/31/04 | 03/31/05 | 09/30/04 | 09/30/04 | Project Completed before anticipated |
| 1460-02 | 12/31/04 | | | 03/31/05 | | | |
| 1475-01 | 12/31/04 | | 03/31/04 | 03/31/05 | 12/31/04 | 12/31/04 | Project Completed before anticipated |
| 1475-02 | 12/31/04 | | 12/31/04 | 03/31/05 | 12/31/04 | | Monies will be used up before anticipated |
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CAPITAL FUND PROGRAM TABLES START HERE

| Annual Statement/Performance and Evaluation Report | | | | | |
|---|---|---|---------|-------------------------------------|----------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary | | | | | |
| PHA Name Appleton Housing Authority | | Grant Type and Number Capital Fund Program Grant No: WI39PO6550104 Replacement Housing Factor Grant No | | Federal FY of Grant: 2004 | |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement revision no: <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2004 <input type="checkbox"/> Final Performance and Evaluation Report | | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | 49,000 | 0 | | |
| 3 | 1408 Management Improvements | 0 | 28,220 | | |
| 4 | 1410 Administration | 0 | 30,000 | | |
| 5 | 1411 Audit | 0 | 1,000 | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 20,000 | 20,000 | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | 55,000 | 56,000 | | |
| 10 | 1460 Dwelling Structures | 125,000 | 137,970 | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | 15,000 | 16,030 | 16,030 | 16,030 |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 264,000 | 289,220 | | |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | | 2,000 | | |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | | | | |

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

| PHA Name: Appleton Housing Authority | | Grant Type and Number Capital Fund Program Grant No: WU39PO6550104 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2004 | | |
|---|---|---|----------|----------------------|---------|------------------------------|----------------|----------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| 1408 | Management Improvement Brochures, PR Consultant, Office Equipment, Sign | | | 0 | 28,220 | | | |
| 1410 | PHA Administration/Salaries | | | 0 | 30,000 | | | |
| 1411 | Fair Share Audit | | | 1,000 | 1,000 | | | |
| 1430 | A & E Services, Consultant Services | | | 20,000 | 20,000 | | | |
| 1450 | 3 Stall Secured Garage | | | 35,000 | 35,000 | | | |
| 1450 | Covered Bike Storage | | | 5,000 | 5,000 | | | |
| 1450 | Oneida Heights Landscape Work | | | 10,000 | 14,000 | | | |
| 1450 | Security Camera Enhancement at OH | | | 5,000 | 2,000 | | | |
| 1460 | Update Fire Alarm Panel | | | 0 | 12,000 | | | |
| 1460 | Carpet Hallways & Office | | | 25,000 | 38,000 | | | |
| 1460 | Paint 35 Units at OH | | | 20,000 | 20,000 | | | |
| 1460 | Misc. Roof, Siding & other Repair at Scattered Sites | | | 10,000 | 20,000 | | | |
| 1460 | Install 50 Bathroom Vanities at OH | | | 30,000 | 45,970 | | | |
| 1475 | Purchase PH Work Van | | | 12,000 | 16,030 | 16,030 | 16,030 | |
| 1475 | Misc. Tools & Equipment | | | 0 | 2,000 | | | |
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Annual Statement/Performance and Evaluation Report

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

Part III: Implementation Schedule

| PHA Name: Appleton Housing Authority | | Grant Type and Number Capital Fund Program No: WI39PO6550104 Replacement Housing Factor No: | | | | Federal FY of Grant: 2004 | |
|--|---|---|---------|---|---------|------------------------------|----------------------------------|
| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
| | Original | Revised | Actual | Original | Revised | Actual | |
| PHA Wide 1410 | 3/30/05 | | 9/14/04 | 12/30/05 | | 9/13/06 | |
| 2004-1430-01 | 12/30/05 | | | 3/30/06 | | | |
| 2004-1450-01 | 12/30/05 | | | 3/30/06 | | | |
| 2004-1450-02 | 12/30/05 | | | 3/30/06 | | | |
| 2004-1450-03 | 12/30/05 | | | 3/30/06 | | | |
| 2004-1450-04 | 12/30/05 | | | 3/30/06 | | | |
| 2004-1460-01 | 12/30/05 | | | 3/30/06 | | | |
| 2004-1460-02 | 12/30/05 | | | 3/30/06 | | | |
| 2004-1460-03 | 12/30/05 | | | 3/30/06 | | | |
| 2004-1460-04 | 12/30/05 | | | 3/30/06 | | | |
| 2004-1460-05 | 12/30/05 | | | 3/30/06 | | | |
| 2004-1460-06 | 12/30/05 | | | 3/30/06 | | | |
| PHA Wide 1475 | 03/30/05 | | | 6/30/05 | | | |
| PHA Wide 1475 | 12/30/05 | | | 12/30/05 | | | |