

PHA Plans

Streamlined Annual Version

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

OMB No. 2577-0226
(exp. 08/31/2009)

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 for certain types of 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 Annual PHA Plan

for Fiscal Year: 2007

PHA Name: Ramsey County Housing Authority

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.

PHA Name:
HA Code:

Streamlined Annual Plan for Fiscal Year 20__

Streamlined Annual PHA Plan Agency Identification

PHA Name: Ramsey County Housing Authority

PHA Number: ND013

PHA Fiscal Year Beginning: (07/2007)

PHA Programs Administered:

Public Housing and Section 8

Section 8 Only

Public Housing Only

Number of public housing units: **87**

Number of S8 units:

Number of public housing units:

Number of S8 units: **162 avg**

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:				

PHA Plan Contact Information:

Name: **Glenda Deplazes**

Phone: **701-662-3099**

TDD: **1-800-366-6888**

Email: **rchagd@gondtc.com**

Public Access to Information

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

PHA's main administrative office

PHA's development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. Yes
 No.

If yes, select all that apply:

- Main administrative office of the PHA
 PHA development management offices
 Main administrative office of the local, county or 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 Annual PHA Plan Fiscal Year 2007 [24 CFR Part 903.12(c)]

Table of Contents [24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

A. PHA PLAN COMPONENTS

- | | | |
|-------------------------------------|---|---------------------|
| <input checked="" type="checkbox"/> | Progress Report FYE 06/30/ 2007 | Pages 5 - 8 |
| <input checked="" type="checkbox"/> | 1. Site-Based Waiting List Policies | Pages 8 - 13 |
| | 903.7(b)(2) Policies on Eligibility, Selection, and Admissions | |
| <input type="checkbox"/> | 2. Capital Improvement Needs | |
| | 903.7(g) Statement of Capital Improvements Needed | |
| <input type="checkbox"/> | 3. Section 8(y) Homeownership | |
| | 903.7(k)(1)(i) Statement of Homeownership Programs | |

- 4. Project-Based Voucher Programs
- 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- 6. Supporting Documents Available for Review **ND013A07 Pages 18 - 20**
- 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report **ND013B07 Pages 21 - 31**
- 8. Capital Fund Program 5-Year Action Plan **ND013C07 Pages 32 - 35**

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

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

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

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

PROGRESS REPORT

FYE 06/30/2007

GOALS:

1. Reach 95% occupancy in all Public Housing Stock.

February, 2006	88.5 %
March, 2006	89.6 %
April, 2006	88.5 %
May, 2006	85.0 %
June, 2006	87.3 %
July, 2006	89.6 %
August, 2006	88.5 %
September, 2006	87.3 %
October, 2006	87.3 %
November, 2006	86.2 %
December, 2006	82.7 %
January, 2007	85.0 %

AVERAGE OCCUPANCY - - - - 87.1 %

OBJECTIVES:

- a) Flat rents have been established based on market value in the private rental market (what a private owner could expect to get for the unit if it received no public subsidy). Utilities and maintenance which are provided by the Housing Agency are taken into consideration when calculating flat rent. Flat rents are reviewed and adjusted accordingly in November of each year.
- b) RCHA has accelerated its marketing by advertising in The Morning Edition and placing a display ad in The Devils Lake Journal's Friday paper.
- c) RCHA is a member of trade organizations which offer the opportunity of staying abreast of the many issues facing housing authorities. RCHA continues to maintain a close working relationship with local, county, and area agencies that provide services to our residents.
- d) RCHA has amended its Admissions and Occupancy Policy to provide housing access to over-income families, providing there are no eligible families on our waiting list. This has opened our facility to several residents who desired to live in our community, but, weren't eligible due to income restrictions.

2. RCHA will monitor the HAP payments monthly to ensure that 95% of all anticipated ACC is utilized.

OBJECTIVES:

- a) For FYE ending 6/30/07 HAP payments/earned administrative fees will be at least 95 % of available ACC funding.
- b) In this fiscal year it has not been necessary to enter into a portability agreement, however, if it becomes necessary RCHA will do so.
- c) For the past 12 months approximately 90 % of new admission families for that period have incomes at or below 30% of median. Approximately 85% of the families that are issued Housing Choice Vouchers are at or below 30% of median family income.
- d) The annual survey has been conducted.

3. Assess modernization needs of the PHA.

OBJECTIVES:

- a) A five-year plan for replacement of equipment is included in capital improvements.

4. Develop and support safe and crime-free housing.

- a) Resident Advisory Board meetings are held periodically. All PHA residents and all Section 8 residents are invited by written notification and attend if they choose. Constant vigilance by residents and maintenance personnel assist in maintaining safe communities and deterring crime.
- b) RCHA maintains close relationships with the Devils Lake Police Department and the Ramsey County Sheriff's Department. These agencies have been very cooperative in our efforts to control crime in and around our apartment homes. A Safety and Crime Prevention Plan was established in conjunction with Bruce Kemmet, Chief of Police, Devils Lake Police Department.
- c) Our AOP was amended at the time the Zero Tolerance "One Strike and You're Out" policy was implemented. This policy denies applicants and/or removes residents who participate in drug-related criminal activity or illegally use a controlled substance.
- d) Applicant households will be screened for criminal/drug/alcohol abuse history that violates HUD policy.

5. Attend educational sessions on Public Housing and Section 8.

OBJECTIVES:

- a) Either the ED, HAP Director or both will attend all the NAHRO meetings that are feasible.

- b) RCHA staff attempts to attend all state workshops and conferences. There are instances, however, when distance or prior commitments prevent our attendance.
- c) RCHA staff does network with Ramsey County agencies to keep abreast of services available and the needs of low-income persons.

Ramsey County Housing Authority will carry out all activities and items listed in the Plan in compliance with all applicable civil rights requirements and that the Housing Authority will affirmatively further fair housing.

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

Excerpt from the RCHA Public Housing Admission & Occupancy Administrative Plan :

Part III - RESIDENT SELECTION AND ASSIGNMENT POLICIES

The Resident Selection and Assignment Policies take into consideration the needs of individual families for low-income housing and the statutory purpose in developing and operating a sound low-income housing program which provides a decent and suitable living environment and which fosters economic and social diversity in the resident body as a whole.

A. Non-discrimination

The Housing Agency shall provide housing in a fair and consistent manner to all persons/families interested in renting a Housing Agency unit. The Housing Agency will not discriminate at any stage of the application/participation process because of race, color, national origin, religion, sex, disability or familial status. RCHA is bound by the nondiscrimination requirements of Federal, state, and local law. No preference will be shown any applicant because of political affiliation or acquaintance with any public official at the federal state, or local level. RCHA will abide by the nondiscrimination requirements of:

1. Title VI of the Civil Rights Act of 1964, which prohibits discrimination based on race, color, or national origin in programs receiving Federal financial assistance;
2. Title VIII of the Civil Rights Act of 1968, which prohibits discrimination based on race, color, religion, national origin, or sex in the sale, rental or advertising of housing;
3. Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination based on handicap in programs receiving Federal financial assistance;
4. The Age Discrimination Act of 1975, which prohibits discrimination based on age in programs receiving; and
5. Executive Order 11063, which required HUD to take whatever action is necessary to prohibit discrimination based on race, color, national origin, religion (creed), or sex in housing receiving Federal assistance.
6. NDCC 14-02.4, which is the state anti-discrimination law. RCHA shall not discriminate against any applicant because of race, color, sex, national origin, religion, age or mental handicap or status with regard to marriage or public assistance. No preference will be shown any applicant because of political affiliation or acquaintance with any public official at the Federal, state, or local level.
7. The Fair Housing Act (42 U.S.C. 3601-3619) and the implementing regulations at 24 CFR parts 100, 108, 109 and 110;
8. The Americans with Disabilities Act (42 U.S.C. 12101-12213) to the extent applicable.

B. Resident Selection and Waiting List Procedures

A family unit waiting list will be maintained for all presumptively eligible applicants by unit size; a separate waiting list will be maintained for Skyview Apartments.

In order to be placed on the waiting list, an interested family must submit a **complete** application to the PHA. The date and time will be written on the application upon receipt in the Housing Agency office and placed on the waiting list in order of date and time received.

The complete application will consist of:

1. Application form
2. Releases of Information, Personal Declaration, Privacy Act Statement (to be signed by each household member over 18),
3. Current and prior Landlord information form (if an applicant does not have any rental history they must submit two references from non-relative professionals).
4. Any additional information requested by the Housing Agency.

All forms requiring applicant signatures must be signed by all adult members of the family listed on the application.

If an application is not completed within 90 days from the date the family originally submitted the application, it will be placed in inactive status.

Waiting List Maintenance. The waiting list will be maintained for all eligible applicants by unit size. A separate waiting list will be maintained for the Housing Agency's designated elderly/disabled/handicapped units known at Skyview Apartments. A waiting list based on date and time of application will be managed according to:

- A. Type and size of unit

- B. In order to provide for the widest possible economic distribution of residents, and to encourage economic self sufficiency of residents, preference shall be given by RCHA in resident selection to those families that have one or more employed members.
- C. Procedure for compliance with Income Targeting Guidelines:
1. Once a month, reports will be run tracking income for new admissions to and Public Housing.
 2. In the event that new admissions for the present fiscal year fall below the mandatory income guidelines for extremely low income admissions (Not less than 40% of the families admitted to RCHA's public housing program during the fiscal year from the waiting list shall be extremely low income families. This is called 'basic targeting requirement'), it may become necessary to select applicants whose names have come up on the waiting list based on their meeting the extremely low income guidelines. This will be accomplished in the following manner:
 - a. An applicant at the top of the waiting list will be sent a letter and asked to come for an interview as they normally would.
 - b. If after the interview an applicant's verified income exceeds the extremely low income requirement, the applicant will be put back on the waiting list with their original date and time, and the next extremely low income applicant at the top of the waiting list will be taken.
 - c. This process will continue until the Housing Authority is again in compliance with the mandatory income guidelines.
- D. Occupancy by over-income families in public housing:
RCHA may rent a unit in public housing to an over-income family if:
1. There are no eligible families on the waiting list; or

2. There are no eligible families applying for assistance in that month;
3. The Housing Agency publicizes in a local newspaper;
4. The over-income family rents the unit on a month-to-month basis for the flat rent charge;
5. The over-income family signs an agreement to vacate the unit when needed by an eligible family; and
6. The Housing Agency gives the over-income family notice to vacate the unit when the unit is needed for an eligible family, and this notice is given at least thirty days before the over-income family is to vacate.

An inactive file will be disposed of three years from the date it was classified as inactive, and Ineligible or withdrawn files will be disposed of three years from the date they were classified as ineligible or withdrawn. Terminated resident files will be disposed of three years after audit.

Skyview's Waiting List: February 1, 2006 to March 26, 2007

Last Name	First Name	App Date	Bdrm	M/in Date	Apt #	Remarks
Joshua	Floyd	2-21-06	1	3-23-06	403	
Burr	Kevin	4-3-06	0	6-1-06	301	
Hayes	Michelle	4-11-06	1			no show for appt. 4/24/06
Root	Barbara	4-20-06	0	5-31-06	414	
Kvernen	Renee	4-20-06	1			went on HAP
Gourneau	Corene	4-26-06	1			wanted a 2 bedroom
Browne	Megan	5-15-06	1			wanted a 2 bedroom
Toso	Clarice	06-03-06	1	08-11-06	411	
Erck	Jacqueling	6-15-06	1			requested name be removed
Camerer	Rex	7-11-06	1			Went on HAP
Sweeney	Elizabeth	08-22-06	1	09-26-06	412	
Gette	Marie	8-25-06	1			Waiting for 1-BR
Johanson	Alice	08-29-06	0	10-03-06	101	
Johnson	Harold	10-4-06	1			Went to Ass"t living
Phyllis	Lovejoy	10-25-06	1	11-15-06	311	

PHA Name:
HA Code:

Streamlined Annual Plan for Fiscal Year 20__

Wilson	David	11-8-06	1			no show no call for mtg
Johnson	Darryl	11-13-06	0	11-21-06	408	
Clow	AnnaLee	01-15-07	1	01-19-07	205	
Maley	Edgar	01-16-07	0	03-19-07	104	
Bolten	Nancy	02-09-07	0	04-01-07	406	

A. Site-Based Waiting Lists-Previous Year

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

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
Skyview Apartments ND013002 605 3rd Street NE Devils Lake, ND 58301	DOFA: 03/01/1971	Unknown – no information is available	Unknown as this information has never been tracked	Unknown

2. What is the number of site based waiting list developments to which families may apply at one time? **One**
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? **Two**

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:

B. 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 next component.

1. How many site-based waiting lists will the PHA operate in the coming year?
One – Skyview Apartments (elderly/disabled)
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? **3: Skyview Apartments
Family Units
Sec 8**
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)

2. Capital Improvement Needs

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

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Capital Fund Program

- 1. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.

- 2. 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: 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. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).

- 2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
<input type="checkbox"/>	Revitalization Plan under development
<input type="checkbox"/>	Revitalization Plan submitted, pending approval
<input type="checkbox"/>	Revitalization Plan approved
<input type="checkbox"/>	Activities pursuant to an approved Revitalization Plan underway

3. Yes No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name(s) below:
4. 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:
5. 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:

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

(if applicable) [24 CFR Part 903.12(c), 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:

- 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):

- 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.
- 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.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

Yes No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1. 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):
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

5. 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) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: (provide name here)

North Dakota – Region III

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

- The PHA has based its statement of needs of families on its waiting lists 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.
- 5-Year Plan for FYs 2005-2010: Richard Gray, ND Division of Community Services**
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

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

RDCHA will continue to provide decent, safe, sanitary and affordable housing for the low-income and moderate-income residents of Ramsey County and to promote the economic self-sufficiency of the families being served in an environment without discrimination.

6. Supporting Documents Available for Review for Streamlined 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
	<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>	5 Year and Annual Plans
<input checked="" type="checkbox"/>	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
<input checked="" type="checkbox"/>	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	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
	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. X Check here if included in the public housing A&O Policy. (over-income tenants only)	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. X Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. X Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. X Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types X Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. X Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	grant year.	
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	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
X	Public Housing Community Service Policy/Programs X Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). X Check here if included in the public housing A & O Policy.	Annual Plan: 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
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium 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 Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Ramsey County Housing Authority		Grant Type and Number Capital Fund Program Grant No: ND06P013501-05 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2007 <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	38,954.00	42,734.90	42,734.90	
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	30,000.00	- 0 -	- 0 -	- 0 -
10	1460 Dwelling Structures	-0-	60,000.00	60,000.00	
11	1465.1 Dwelling Equipment—Nonexpendable	33,500.00	12,470.55	12,470.55	12,470.55
12	1470 Nondwelling Structures	4,000.00	1,553.75	1,553.75	1,553.75
13	1475 Nondwelling Equipment	15,000.00	4,694.80	4,694.80	4,694.80
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)	121,454.00	121,454.00	121,454.00	18,719.10
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				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Ramsay County Housing Authority			Grant Type and Number Capital Fund Program Grant No: ND06P013501-05 Replacement Housing Factor Grant No:		Federal FY of Grant: 2005
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2007 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
	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: Ramsay County Housing Authority			Grant Type and Number Capital Fund Program Grant No: ND06P013501-05 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		
HA Wide	Operations	140 6		38,954.00	42,734.90	42,734.90			
13-1	Walnut Parking Lot	145 0		30,000.00	-0-	- 0 -	- 0 -	N/A	
13-1	Shingle: Walnut West Homes (2) & Sweetwater (2)	146 0	4 bldgs.	-0-	60,000.00	60,000.00		In Progress	
13-2	SKYV: Ceiling fan/light	146 5.1	47	30,000.00	10,599.99	10,599.99	10,599.99	100% done	
13-2	SKYV: Handheld shower heads	146 5.1	47	3,500.00	1,870.56	1,870.56	1,870.56	100% done	

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

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

PHA Name: Ramsey County Housing Authority		Grant Type and Number Capital Fund Program No: ND06P013501-05 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	
HA WIDE	6-30-06			06-30-07			Funds are to be expended
13-1	6-30-06			06-30-07			In RCHA's FY :
13-2	6-30-06			06-30-07			07-01-2006 thru 06-30-2007

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Ramsey County Housing Authority		Grant Type and Number Capital Fund Program Grant No: ND06P013501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2007 <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	21,454	20,934		
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs (Engineering fees – 8%)	-0-	6,500		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	30,000	-0-		
11	1465.1 Dwelling Equipment—Nonexpendable	70,000	80,000		
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	121,454	107,434		
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				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Ramsey County Housing Authority		Grant Type and Number Capital Fund Program Grant No: ND06P013501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input type="checkbox"/> Final Performance and Evaluation Report					
X Performance and Evaluation Report for Period Ending: 03/31/2007					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
	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: Ramsey County Housing Authority		Grant Type and Number Capital Fund Program Grant No: ND06P013501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006			
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	
HA WIDE	Operations	140 6		21,454	20,934			
13-1	Update Heating Systems in family unit bldgs.	146 5.1		70,000	80,000			
13-1	Engineering Fees (8%)	143 0		-0-	6,500			

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Ramsey County Housing Authority			Grant Type and Number Capital Fund Program Grant No: ND06P013501-06 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006		
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	
13-1	Shingle family unit bldgs.	146 0		30,000	-0-			
				121,454	107,434			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule								
PHA Name: Ramsey County Housing Authority			Grant Type and Number Capital Fund Program No: ND06P013501-06 Replacement Housing Factor No:			Federal FY of Grant: 2006		

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

		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	12,434			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs (Engineering fees - 8%)	6,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	15,000			
11	1465.1 Dwelling Equipment—Nonexpendable	74,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	107,434			
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 II: Supporting Pages**

PHA Name: Ramsey County Housing Authority	Grant Type and Number Capital Fund Program Grant No: ND06P013501-07 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
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7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Ramsey County Housing Authority		Grant Type and Number Capital Fund Program No: ND06P013501-07 Replacement Housing Factor No:				Federal FY of Grant: 2007	
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	
HA WIDE	6-30-08			6-30-09			Funds are to be expended In RCHA's FY: 07-01-2008 thru 06-30-2009
13 – 1	6-30-08			6-30-09			
13 – 2	6-30-08			6-30-09			

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Ramsey County HA		<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	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
	2007	FFY Grant: 2008 PHA FY: 7-1-2009 to 6-30-2010	FFY Grant: 2009 PHA FY: 7-1-2010 to 6-30-2011	FFY Grant: 2010 PHA FY: 7-1-2011 to 6-30-2012	FFY Grant: 2011 PHA FY: 7-1-2012 to 6-30-2013
HA WIDE	Annual Statement	54,234	16,434	14,934	24,934
13 - 1		53,200	91,000	82,500	82,500
13 - 2				10,000	
CFP Funds Listed for 5-year planning		107,434	107,434	107,434	107,434
Replacement Housing Factor Funds					

8. 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: 2008 PHA FY: 7-1-2009 to 6-30-2010			Activities for Year: 3 FFY Grant: 2009 PHA FY: 7-1-2010 to 6-30-2011		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual Statement	HA WIDE	Operations	24,234	HA WIDE	Operations	16,434
	13 – 1	Update Heating Systems in family unit bldgs.	40,000	13 -1	Update Heating Systems in family unit bldgs.	70,000
	13 – 1	Engineering Fees @ 8%	3,200	13 – 1	Engineering Fees @ 8%	6,000
	13 – 1	Shingle family unit bldgs.	10,000	13 – 1	Shingle family unit bldgs.	15,000
	HA WIDE	Tractor w/snowblower	30,000			

8. Capital Fund Program Five-Year Action Plan

Total CFP Estimated Cost	\$107,434			\$107,434
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Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year : 4 FFY Grant: 2010 PHA FY: 7-1-2011 to 6-30-2012			Activities for Year: 5 FFY Grant: 2011 PHA FY: 7-1-2012 to 6-30-2013		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
HA WIDE	Operations	14,934	HA WIDE	Operations	24,934
13 – 1	Update Heating Systems in family unit bldgs.	30,000	Update Heating Systems in family unit bldgs.	30,000	
13 – 1	Engineering fees @ 8%	2,500	Engineering fees @ 8%	2,500	
13 – 2	SKYV: Wall mounted digital heat thermostats	10,000	SKYV: Apt. Modification (combine 1 br w/studio)	50,000	
13 – 1	Walnut West Homes parking lot renovation	50,000			

