

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

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# PHA Plans

5 Year Plan for Fiscal Years 2006 - 2010

Annual Plan for Fiscal Year 2008

**FINAL (ADOPTED 1217/2007)**

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

**PHA Plan  
Agency Identification**

**PHA Name:** Independence Housing Authority

**PHA Number:** MO017

**PHA Fiscal Year Beginning: (mm/yyyy)** 04/01/2008

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

- Main business office of the PHA
- PHA development management offices
- Other (list below)

**5-Year Plan**  
**PHA Fiscal Years 2006 - 2010**  
[24 CFR Part 903.5]

**A. Mission**

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

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

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

Dedicated to providing our community with quality, affordable housing that is decent, well maintained, and free from drugs and violent crime. We strive to make the best use of all available resources so that our residents may live in an environment that is clean, well maintained, and attractive. Our goal is to manage our public housing units in a manner that is consistent with good, financially sound property management practices. We are committed to providing our residents with as many opportunities as possible to become economically self-sufficient. We shall do all of these things while serving our residents and neighboring citizens with the highest degree of professional courtesy, empathy, and respect.

**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) **90**

Improve voucher management: (SEMAP score) 100

Increase customer satisfaction:

Concentrate on efforts to improve specific management functions:

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

Renovate or modernize public housing units:

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling:

Conduct outreach efforts to potential voucher landlords

Increase voucher payment standards

Implement voucher homeownership program:

Implement public housing or other homeownership programs:

Implement public housing site-based waiting lists:

Convert public housing to vouchers:

Other: (list below)

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

PHA Goal: Provide an improved living environment

Objectives:

Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

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

Implement public housing security improvements:

Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

Other: (list below)

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

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

households

Objectives:

Increase the number and percentage of employed persons in assisted families:

Provide or attract supportive services to improve assistance recipients' employability:

Provide or attract supportive services to increase independence for the elderly or families with disabilities.

Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Other: (list below)

### **Other PHA Goals and Objectives: (list below)**

- 1 To provide improved living conditions for very low and low income families while maintaining their rent payments at an affordable level.**
- 1 To operate a socially and financially sound public housing agency that provides decent, safe, and sanitary housing within a drug free, suitable living environment for tenants and their families.**
- 1 To lawfully deny the admission of applicants, or the continued occupancy of residents, whose habits and practices reasonably may be expected to adversely affect the health, safety, comfort, or welfare or other residents or the physical environment of the neighborhood, or create a danger to housing authority employees.**
- 1 To provide opportunities for upward mobility for families who desire to achieve self-sufficiency.**
- 1 To ensure compliance with Title VI of the Civil Rights Act of 1964 and all applicable Federal laws and regulations.**

**Annual PHA Plan**  
**PHA Fiscal Year 2008-2009**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

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The Housing Authority of the City of Independence (HAI) will continue to strive for Public Housing occupancy rates of 97% and a Section 8 Voucher funding utilization rate of 98%, thereby maximizing the agency's capacity to assist lower income families through core agency programs.

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The HAI will complete conversion to project-based management of its three public housing developments, as mandated by recent Federal regulations. The intent of project-basing management is to ensure that each development will operate on at least a break-even financial basis. The HAI recognizes that a number of policies must be revised and implemented in order to create an environment within which each existing development will have adequate opportunities to reach break-even financial status. Many of these policy changes were included in the 2007 Annual Agency Plan and others appear here, in the 2008 Annual Agency Plan.

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The HAI will seek avenues such as partnering with other local stake holders to protect existing affordable housing inventory and expand the availability of affordable housing for lower-income families. One such avenue may be seeking out opportunities to project-base a portion of the agency's Housing Choice Voucher funding to preserve existing local affordable housing through solicitation of competitive proposals. The agency may also issue additional tax-exempt revenue bonds to complete renovation of the Hocker Heights development and/or other affordable housing projects in Independence.

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The HAI will continue to operate a Section 8 Home Ownership program that compliments the First Time Home Buyer's Program offered by the City of Independence. The Home Ownership Plan is attached to the annual plan.

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### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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#### **Attachments**

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

#### Required Attachments:

Admissions Policy for Deconcentration (**included in ACOP**)

**FY 2004/05/06/07 Capital Fund Program Annual P & E Statements**

Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

**PHA Management Organizational Chart**

**FY 2006-10 Capital Fund Program 5 Year Action Plan**

Public Housing Drug Elimination Program (PHDEP) Plan

**Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)**

Other (List below, providing each attachment name) (see last Plan page)

**Section 8 Homeownership Plan**

**LIPH Pet Policy**

**Violence Against Women Act Policy**

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
Yes	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Yes	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Yes	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
Yes	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
Yes	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Yes	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99	Annual Plan: Eligibility, Selection, and Admissions Policies



	<i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
Yes	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Yes	Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Yes	Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Yes	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
Yes	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Yes	Section 8 informal review and hearing procedures check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Yes	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Attached	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
Yes	Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
No	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community

		Service & Self-Sufficiency
Yes	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
Yes	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-	Supply	Quality	Access-	Size	Locatio
Income <= 30% of AMI	3027	4	4	4	3	3	4
Income >30% but <=50% of AMI	2903	4	4	3	3	3	3
Income >50% but <80% of AMI	3787	4	4	3	3	3	2
Elderly	2410	4	2	2	2	2	2
Families with Disabilities							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that

apply; all materials must be made available for public inspection.)

Consolidated Plan of the Jurisdiction/s (Indicate year: **2006-7**)

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

American Housing Survey data - Indicate year:

Other housing market study - Indicate year:

Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the PHA’s Waiting Lists</b>			
Waiting list type: (select one)			
Section 8 tenant-based assistance			
<b>Public Housing</b>			
Combined Section 8 and Public Housing			
Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	587		203
Extremely low income <=30% AMI	522	89%	
Very low income (>30% but <=50% AMI)	59	10%	
Low income (>50% but <80% AMI)	6	1%	
Families with children	275	47%	
Elderly families	17	3%	
Families with Disabilities	295	50%	
Race/ethnicity: White	339	58%	
Race/ethnicity: Black	221	38%	
Race/ethnicity: Am. Indian	13	2%	
Race/ethnicity: Asian	14	2%	

Characteristics by Bedroom Size (Public Housing Only)			
1BR	414	71%	
2 BR	102	17%	
3 BR	63	11%	
4 BR	8	1%	
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? No Yes</p> <p>If yes:</p> <p>    How long has it been closed (# of months)?</p> <p>    Does the PHA expect to reopen the list in the PHA Plan year? No Yes</p> <p>    Does the PHA permit specific categories of families onto the waiting list, even if generally closed?     No Yes</p>			
<p>Waiting list type: (select one)</p> <p>    <b>Section 8 tenant-based assistance</b></p> <p>    Public Housing</p> <p>    Combined Section 8 and Public Housing</p> <p>    Public Housing Site-Based or sub-jurisdictional waiting list (optional)</p> <p>If used, identify which development/sub jurisdiction:</p>			
	# of families	% of total families	Annual Turnover
Waiting list total	341		243
Extremely low income <=30% AMI	278	82%	
Very low income (>30% but <=50% AMI)	55	16%	
Low income (>50% but <80% AMI)	8	2%	
Families with children	186	55%	
Elderly families	20	6%	
Families with Disabilities	135	39%	
Race/ethnicity: White	203	60%	
Race/ethnicity: Black	128	38%	
Race/ethnicity: Am. Indian	6	1%	
Race/ethnicity: Asian	4	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed 9 months

Does the PHA expect to reopen the list in the PHA Plan year? No **Yes (5 days only)**

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?

No Yes

**Note: The above Section 8 waiting list statistics do not accurately express the housing needs of the community, as they express only the demographics of the few families remaining on the waiting list that has been closed for several months. New applications will be taken in January 2007 and we anticipate receiving at least 1,000 new applications at that time.**

### **C. Strategy for Addressing Needs**

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

#### **(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

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): **Interact with local landlords' association.**

**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) **Project-base some housing choice vouchers**

**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: **Project-base some vouchers at existing elderly projects.**

**Seek out other opportunities to develop additional affordable housing.**

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

Seek designation of public housing for families with disabilities

Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

Apply for special-purpose vouchers targeted to families with disabilities, should they become available

Affirmatively market to local non-profit agencies that assist families with disabilities

Other: (list below)

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

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

Select if applicable

Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

Market the section 8 program to owners outside of areas of poverty /minority concentrations

Other: (list below)

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

**None**

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources** [24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2007 grants)</b>		
a) Public Housing Operating Fund	<b>\$803,639</b>	
b) Public Housing Capital Fund	<b>\$712,901</b>	
c) HOPE VI Revitalization		



d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	<b>\$9,436,563</b>	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
2005 ROSS Grant	<b>0</b>	Resident Services
2006 Capital Fund Grant	<b>0</b>	Capital Projects
2007 Capital Fund Grant	<b>0</b>	Capital Projects
<b>3. Public Housing Dwelling Rental Income</b>	<b>\$899,870</b>	LIPH Operations
<b>4. Other income (list below)</b>		
Tenant Assessments (not incl. rent)	<b>\$66,043</b>	LIPH Operations
Other Local Sources		LIPH Operations
Interest on General Fund	<b>\$1,200</b>	LIPH Operations
<b>4. Non-federal sources (list below)</b>		
Bond Issue Fee	<b>\$50,000</b>	Other housing purposes
<b>Total resources</b>	<b>\$11,970,216</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

##### **(1) Eligibility**

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

When families are within a certain number of being offered a unit: (state number)  
When families are within a certain time of being offered a unit: (state time) 90  
days

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): credit history & history in other HUD programs

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 (**site-based wait lists only**)

Other (list below)

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

1. How many site-based waiting lists will the PHA operate in the coming year? **Three**

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**

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

If yes, how many lists? **3**

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

PHA main administrative office

All PHA development management offices

Management offices at developments with site-based waiting lists

At the development to which they would like to apply

Other (list below)

**(3) Assignment**

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

One

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.

### 1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- 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: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

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

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

Adoption of site-based waiting lists (**will be implemented during plan year**)  
If selected, list targeted developments below: **Hocker Heights (MO017001)**

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Employing new admission preferences at targeted developments

If selected, list targeted developments below: **Hocker Heights**

Other (list policies and developments targeted below)

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

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

Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

Other (list below)

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below: **Hocker Heights**

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

## **B. Section 8**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

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

### **(1) Eligibility**

a. What is the extent of screening conducted by the PHA? (select all that apply)

Criminal or drug-related activity only to the extent required by law or regulation  
Criminal and drug-related activity, more extensively than required by law or regulation  
More general screening than criminal and drug-related activity (list factors below)  
Other (list below)

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
  - Criminal or drug-related activity
  - Other (describe below): public housing occupancy experience (landlord reference)

## **(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 (emergency applications only)
  - Other (list below): application site(s) are published when waiting list is opened.

## **(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: **Up to two 30-day extensions may be granted where the family demonstrates a good faith effort to find suitable housing.**

## **(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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.

2 Date and Time

Former Federal preferences



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

Other preferences (select all that apply)

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

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)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

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

##### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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: (see ACOP)

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

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: **some families could pay less than 30% agi when paying the “flat” rent.**

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: **flat and ceiling rents are fixed by unit size (see ACOP)**

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)
- 95<sup>th</sup> 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**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
  - The section 8 rent reasonableness study of comparable housing
  - Survey of rents listed in local newspaper
  - Survey of similar unassisted units in the neighborhood
  - Other (list/describe below)

**B. Section 8 Tenant-Based Assistance**

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

**(1) Payment Standards** \_

Describe the voucher payment standards and policies.

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

At or above 90% but below 100% of FMR (**all but 2 bedroom**)

100% of FMR

Above 100% but at or below 110% of FMR (**2 bedroom only**)

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 (**2 bedroom only**)

Reflects market or submarket

To increase housing options for families

Other (list below)

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

Annually

Other (list below)

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

Success rates of assisted families

Rent burdens of assisted families

Other (list below): adequate federal funding

## **(2) Minimum Rent**

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

\$0

\$1-\$25

\$26-\$50

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

An organization chart showing the PHA's management structure and organization is attached.

A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	500	100
Section 8 Vouchers	1,592	360
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)	N/A	

### **C. Management and Maintenance Policies**

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

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

**Admissions and Continued Occupancy Policy (ACOP)**

**Lease Agreement, Maintenance Program Manual, Tenant Handbooks**

(2) Section 8 Management: (list below)

**Section 8 Administrative Plan**

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)  
PHA main administrative office  
PHA development management offices  
Other (list below)

### **B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

## **A. Capital Fund Activities**

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

### **(1) Capital Fund Program Annual Statement**

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

Select one:

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

-or-

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

### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state nameMo017a01

-or-

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

## **CAPITAL FUND PROGRAM TABLES START HERE**

<p><b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b></p>
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<b>PHA Name: Housing Authority of the City of Independence, MO</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: Applied for Replacement Housing Factor Grant No:	<b>Federal FY of Grant: 2008</b>
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**Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: )**  
**Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	<b>71,290</b>			
3	1408 Management Improvements	<b>10,000</b>			
4	1410 Administration	<b>71,290</b>			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	<b>29,600</b>			
8	1440 Site Acquisition				
9	1450 Site Improvement	<b>50,000</b>			
10	1460 Dwelling Structures	<b>116,000</b>			
11	1465.1 Dwelling Equipment—Nonexpendable	<b>12,000</b>			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	<b>27,721</b>			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	<b>100,000</b>			
19	1501 Collateralization or Debt Service	<b>225,000</b>			
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>712,901</b>			
22	Amount of line 21 Related to LBP Activities	<b>0</b>			
23	Amount of line 21 Related to Section 504 compliance	<b>0</b>			
24	Amount of line 21 Related to Security – Soft Costs	<b>0</b>			
25	Amount of Line 21 Related to Security – Hard Costs	<b>0</b>			
26	Amount of line 21 Related to Energy Conservation Measures	<b>0</b>			

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing  
Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: Housing Authority of the City of Independence, MO		Grant Type and Number Capital Fund Program Grant No: applied for Replacement Housing Factor Grant No:			Federal FY of Grant: 2008			
Development Number me/HA-Wi Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of or
				Original	Revised	Funds obligate	Funds expended	
<b>PHA-wide</b>	<b>Operations</b>	<b>40</b>		<b>71,290</b>				
<b>PHA-wide</b>	<b>Management Improvements</b>	<b>40</b>						
	Staff training			5,000				
	Computer software			5,000				
	<b>Subtotal</b>	<b>40</b>		<b>10,000</b>				
<b>PHA-wide</b>	<b>Administration</b>	<b>41</b>						
	Administrative salaries & benefits			68,260				
	Accounting services			3,030				
	<b>Subtotal</b>	<b>41</b>		<b>71,290</b>				
<b>PHA-wide</b>	<b>Professional Services</b>	<b>43</b>		<b>29,600</b>				
	<b>Site Improvements</b>	<b>45</b>						
MO017001	Landscaping/Storm Drainage			50,000				
	<b>Subtotal</b>	<b>45</b>		<b>50,000</b>				
	<b>Dwelling Structures</b>	<b>46</b>						
MO017001	Roof repair			10,000				
MO017002	Kitchen cabinets			6,000				
	<b>Subtotal</b>	<b>46</b>		<b>16,000</b>				
	<b>Dwelling Equipment</b>	<b>46</b>						




## CAPITAL FUND PROGRAM TABLES

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: The Housing Authority of the City of Independence</b>  <b>PHA #MO017</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: MO016P01750107 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b>  <b>2007</b>	
<b>Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 1)</b>					
<b>Performance and Evaluation Report for Period Ending: 9-30-07    Final Performance and Evaluation Report</b>					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>

1	Total non-CFP Funds	<b>0</b>	<b>18,321</b>	<b>0</b>	<b>0</b>
2	1406 Operations	<b>67,476</b>	<b>71,290</b>	<b>0</b>	<b>0</b>
3	1408 Management Improvements	<b>8,000</b>	<b>13,000</b>	<b>0</b>	<b>0</b>
4	1410 Administration	<b>69,480</b>	<b>71,290</b>	<b>0</b>	<b>0</b>
5	1411 Audit	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6	1415 Liquidated Damages	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
7	1430 Fees and Costs	<b>21,000</b>	<b>21,000</b>	<b>0</b>	<b>0</b>
8	1440 Site Acquisition	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9	1450 Site Improvement	<b>55,000</b>	<b>55,000</b>	<b>0</b>	<b>0</b>
10	1460 Dwelling Structures	<b>445,349</b>	<b>464,321</b>	<b>0</b>	<b>0</b>
11	1465.1 Dwelling Equipment—Nonexpen	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0</b>
12	1470 Nondwelling Structures	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
13	1475 Nondwelling Equipment	<b>4,000</b>	<b>11,000</b>	<b>0</b>	<b>0</b>
14	1485 Demolition	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
15	1490 Replacement Reserve	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
16	1492 Moving to Work Demonstration	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
17	1495.1 Relocation Costs	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
18	1499 Development Activities	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
19	1501 Collateralization or Debt Service	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
20	1502 Contingency	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>\$676,476</b>	<b>\$712,901</b>	<b>0</b>	<b>0</b>
22	Amount of line 21 Related to LBP Activities	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
23	Amount of line 21 Related to Section 504 compliance	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
24	Amount of line 21 Related to Security – Soft Costs	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
25	Amount of Line 21 Related to Security – Hard Costs	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
26	Amount of line 21 Related to Energy Conservation Measures	<b>2,000</b>	<b>4,000</b>	<b>0</b>	<b>0</b>

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing  
Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: The Housing Authority of Independence		Grant Type and Number Capital Fund Program Grant No: MO16P01750107 Replacement Housing Factor Grant No:				Federal FY of Grant: 2007		
Development Number/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	
<b>HA-Wide</b>	<b>Operations</b>	<b>1406</b>		<b>67,647</b>	<b>71,290</b>			
<b>HA-Wide</b>	<b>Management Improvements</b>	<b>1408</b>						
	Staff Training			3,000	3,000			
	Computer Software			5,000	10,000			
	<b>Subtotal</b>			<b>8,000</b>	<b>13,000</b>			
<b>HA-Wide</b>	<b>Administrative</b>	<b>1410</b>						
	Salaries & Benefits			66,723	68,533			
	Accounting Fees			2,757	2,757			
	<b>Subtotal</b>			<b>69,480</b>	<b>71,290</b>			
<b>HA-Wide</b>	<b>Professional Service Fees</b>	<b>1430</b>		<b>21,000</b>	<b>21,000</b>			
	<b>Site Improvements</b>	<b>1450</b>						
001	Storm Drainage			50,000	50,000			
001	Renovate Playground			5,000	5,000			
	<b>Subtotal</b>			<b>55,000</b>	<b>55,000</b>			
	<b>Dwelling Structures</b>	<b>1460</b>						
001	Unit Renovations – Phase IV			62,54	262,521			
001	Roof Replacement as Needed			15,000	15,000			

002	Bldg. Exterior Maintenance			10,000	10,000			
002	8th Floor Modifications			10,000	10,000			
002	Hallway Lights			2,000	4,000			
002	Replace Entry Door Openers			10,000	35,000			
002	Roof Repair			25,000	25,000			
003/005	Elevator Renovations			64,800	56,800			
003/005	Roof Repair			25,000	25,000			
003/005	Replace "B" Atrium			21,000	21,000			
	<b>Subtotal</b>			<b>45,34</b>	<b>464,321</b>			
	<b>Dwelling Equipment – o-Expendabl</b>	<b>1465</b>						
HA-Wide	Appliances			6,000	6,000			
	<b>Subtotal</b>			<b>6,000</b>	<b>6,000</b>			
	<b>Nondwelling Equipment</b>							
HA-Wide	Computer Equipment			3,000	3,000			
"	Maintenance Equipment			1,000	8,000			
	<b>Subtotal</b>			<b>4,000</b>	<b>11,000</b>			
	<b>Amount of Annual Grant</b>			<b>76,47</b>	<b>712,901</b>			

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing  
Factor (CFP/CFPRHF)**

**Part III: Implementation Schedule**

PHA Name: The Housing Authority of Independence		Grant Type and Number Capital Fund Program No: applied for 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	evise	Actual	Original	Revised	Actual		
<b>HA-Wide</b>	<b>8/01/09</b>			<b>8/1/11</b>				





6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	32,000	32,000	11,860	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	18,000	18,000	0	0
10	1460 Dwelling Structures	475,542	491,352	135,780.90	135,780.90
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	13,000	13,000	13,000	12,457.61
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1501 Collateralization or Debt Service	0	0	0	0
20	1502 Contingency	0	0	0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	676,476	696,462	299,946.93	193,260.74
22	Amount of line 21 Related to LBP Activities	0	0	0	0
23	Amount of line 21 Related to Section 504 compliance	3,500	3,500	0	0
24	Amount of line 21 Related to Security – Soft Costs	0	0	0	0
25	Amount of Line 21 Related to Security – Hard Costs	23,000	23,000	0	0
26	Amount of line 21 Related to Energy Conservation Measures	36,000	36,000	0	0

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing  
Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: <b>The Housing Authority of the City of Independence, MO</b>		Grant Type and Number Capital Fund Program Grant No: <b>M016P01750106</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2006</b>		
Development Number/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		at
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Low Rent Operations	40		67,467	69,645	69,645	0	
	<b>Subtotal</b>	<b>40</b>		<b>67,467</b>	<b>69,645</b>	<b>69,645</b>	<b>0</b>	
HA-Wide	Replace office phone system	40		0	0	0	0	
HA-Wide	Staff training	40		3,000	3,000	3,196	3,196	
HA-Wide	Computer software updates	40		3,000	3,000	0	0	
	<b>Subtotal</b>	<b>40</b>		<b>6,000</b>	<b>6,000</b>	<b>3,196</b>	<b>3,196</b>	
HA-Wide	Administration	41		61,803	63,801	63,801	39,252.60	
HA-Wide	Accounting	41		2,664	2,664	2,664	2,573.63	
	<b>Subtotal</b>	<b>41</b>		<b>64,467</b>	<b>66,465</b>	<b>66,465</b>	<b>41,826.23</b>	
HA-Wide	Professional Services Fees	43		32,000	32,000	11,860	0	
	<b>Subtotal</b>	<b>43</b>		<b>32,000</b>	<b>32,000</b>	<b>11,860</b>	<b>0</b>	
001	Parking Lot Repair/Resurface	45		10,000	10,000	0	0	
001	Perimeter Fence Repair	45		8,000	8,000	0	0	
002		45		0	0			
003/005		45		0	0			
	<b>Subtotal</b>	<b>45</b>		<b>18,000</b>	<b>18,000</b>	<b>0</b>	<b>0</b>	
001	Renovate dwelling unit (phases IV-IIX.)	46		356,192	297,002	38,465.90	38,465.90	
001	Roof repair as needed	46		7,000	7,000	0	0	
001	Landscaping/Storm Drainage	46		2,850	2,850	0	0	

001	Repl. Boilers	46		0	75,000	73,985	73,985	
002	Replace emergency lights	46		10,000	10,000	0	0	
002	Replace Roof Hatch/Stairway	46		2,000	2,000	0	0	
002	Sink/Lavatory shutoff valves	46		8,000	8,000	0	0	
003/005	ADA Room Numbers	46		3,500	3,500	0	0	
003/005	Exterior trash room doors	46		10,000	10,000	0	0	
003/005	Replace atriums	46		21,000	21,000	0	0	
003/005	Cooling Towers	46		50,000	50,000	22,030	22,030	
003/005	Energy efficient exit lighting	46		5,000	5,000	1,300	1,300	
	<b>Subtotal</b>	<b>46</b>		<b>475,542</b>	<b>491,352</b>	<b>135,780</b>	<b>135,780</b>	
HA-Wide	Replace appliances	46		0	0	0	0	
	<b>Subtotal</b>	<b>46</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
HA-Wide	None	47						
	<b>Subtotal</b>	<b>47</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
HA-wide	Computer Lab Equip. (ROSS match)	47		13,000	13,000	10,911.46	10,911.46	
HA-wide	Maintenance equipment	47		0	0	0	0	
	<b>Subtotal</b>	<b>47</b>		<b>13,000</b>	<b>13,000</b>	<b>12,457.61</b>	<b>12,457.61</b>	
HA-Wide	None	48		0	0			
	<b>Subtotal</b>	<b>48</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>2006 CFP Grant Total</b>	<b>L</b>		<b>676,476</b>	<b>696,464</b>	<b>299,946.93</b>	<b>193,260.74</b>	

<b>Annual Statement/Performance and Evaluation Report</b>							
<b>Capital Fund Program and Capital Fund Program Replacement</b>							
<b>Housing Factor (CFP/CFPRHF)</b>							
<b>Part III: Implementation Schedule</b>							
PHA Name: The Housing Authority of the City of Independence, MO			Grant Type and Number Capital Fund Program No: M016P01750106 Replacement Housing Factor No:			Federal FY of Grant: 2006	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	evise	ctua	Original	Revised	ctua	
All	8/1/2008	<b>7/18/08</b>		/1/201	<b>/18/201</b>		Per HUD direction on ACC

							amendment

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: The Housing Authority of the City of Independence, MO</b>		<b>Grant Type and Number Capital Fund Program Grant No: M016P01750105 Replacement Housing Factor Grant No:</b>		<b>Federal FY of Grant: 2005</b>	
<b>Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 2 adopted 9-21-06) Performance and Evaluation Report for Period Ending: 10-31-2007 Final Performance and Evaluation Report</b>					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
1	Total non-CFP Funds	0		0	0
2	1406 Operations	72,599		72,599	72,599.00

3	1408 Management Improvements	<b>7,000</b>		<b>7,000</b>	<b>4,500.00</b>
4	1410 Administration	<b>65,537</b>		<b>65,537</b>	<b>65,537</b>
5	1411 Audit	<b>0</b>		<b>0</b>	<b>0</b>
6	1415 Liquidated Damages	<b>0</b>		<b>0</b>	<b>0</b>
7	1430 Fees and Costs	<b>34,400</b>		<b>34,400</b>	<b>18,184.53</b>
8	1440 Site Acquisition	<b>0</b>		<b>0</b>	<b>0</b>
9	1450 Site Improvement	<b>77,958</b>		<b>77,958</b>	<b>75,957.71</b>
10	1460 Dwelling Structures	<b>446,454</b>		<b>446,454</b>	<b>443,464.98</b>
11	1465.1 Dwelling Equipment—Nonexpendable	<b>14,543</b>		<b>14,543</b>	<b>14,074.99</b>
12	1470 Nondwelling Structures	<b>3,000</b>		<b>3,000</b>	<b>0</b>
13	1475 Nondwelling Equipment	<b>4,000</b>		<b>4,000</b>	<b>2,125.34</b>
14	1485 Demolition	<b>0</b>		<b>0</b>	<b>0</b>
15	1490 Replacement Reserve	<b>0</b>		<b>0</b>	<b>0</b>
16	1492 Moving to Work Demonstration	<b>0</b>		<b>0</b>	<b>0</b>
17	1495.1 Relocation Costs	<b>0</b>		<b>0</b>	<b>0</b>
18	1499 Development Activities	<b>0</b>		<b>0</b>	<b>0</b>
19	1501 Collateralization or Debt Service	<b>0</b>		<b>0</b>	<b>0</b>
20	1502 Contingency	<b>0</b>		<b>0</b>	<b>0</b>
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>725,991</b>		<b>725,991</b>	<b>697,152.63</b>
22	Amount of line 21 Related to LBP Activities	<b>0</b>		<b>0</b>	<b>0</b>
23	Amount of line 21 Related to Section 504 compliance	<b>6,000</b>		<b>6,000</b>	<b>0</b>
24	Amount of line 21 Related to Security – Soft Costs	<b>0</b>		<b>0</b>	<b>0</b>
25	Amount of Line 21 Related to Security – Hard Costs	<b>2,000</b>		<b>2,000</b>	<b>0</b>
26	Amount of line 21 Related to Energy Conservation Measures	<b>22,000</b>		<b>22,000</b>	<b>0</b>

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

PHA Name: The Housing Authority of the City of Independence, MO		Grant Type and Number Capital Fund Program Grant No: M016P01750105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Low Rent Operations	40		72,599		72,599	72,599	
	<b>Subtotal</b>	<b>40</b>		<b>72,599</b>		<b>72,599</b>	<b>72,599</b>	
HA-Wide	Staff training	40	1	2,000		2,000	2,000	
HA-Wide	Computer software updates	40	2	5,000		5,000	2,500	
	<b>Subtotal</b>	<b>40</b>		<b>7,000</b>		<b>7,000</b>	<b>4,500</b>	
HA-Wide	Administration	41	1	63,000		63,000	32,381.09	
HA-Wide	Accounting	41	2	2,537		2,537	2,537.00	
	<b>Subtotal</b>	<b>41</b>		<b>65,537</b>		<b>65,537</b>	<b>34,918.09</b>	
HA-Wide	Professional Services Fees	43	1	34,900		6,165.7	18,184.53	
	<b>Subtotal</b>	<b>43</b>		<b>34,900</b>		<b>34,900</b>	<b>18,184.53</b>	
002	Resurface parking lot/drive apron	45	2	75,388		5,388.3	75,388.35	
003/005	Resurface parking lot	45	3	570		569.36	569.36	
003/005	New parking lot lights	45	5	2,000		0	0	
	<b>Subtotal</b>	<b>45</b>		<b>77,958</b>		<b>77,958</b>	<b>75,957.71</b>	
001	Renovate dwelling unit (phases IV-IIX.)	46	1	27,08		327,086	327,086.20	
001	Roof repair as needed	46	2	14,852		19,864	19,863.80	
001	Modify	46	3	5,000		5,000	0	

	handrail spacing							
002	Tile first floor entry area	46	5		11,494		11,494	11,494.00
002	Replace elevator cable	46			8,388		8,388	8,388.00
002	Emergency chiller expense	46			30,858		30,858	30,857.52
003/005	Patio hand rails	46	6		3,000		3,000	0
003/005	Insulate chilled water pipes	46	7		15,826		15,826	15,826.00
003/005	Replace water supply valves	46	8		7,110		7,110	7,110.00
003/005	Replace Bldg A water heaters	46	9		22,840		22,840	22,839.46
	<b>Subtotal</b>	<b>46</b>			<b>46,45</b>		<b>446,454</b>	<b>443,464.98</b>
HA-Wide	Replace appliances	46	1		6,423		6,423	5,955.00
HA-Wide	Replace common are furnishings	46	2		8,120		8,120	8,119.99
	<b>Subtotal</b>	<b>46</b>			<b>14,543</b>		<b>14,543</b>	<b>14,074.99</b>
001	Renovate laundry room	47	1		3,000		3,000	0
	<b>Subtotal</b>	<b>47</b>			<b>3,000</b>		<b>3,000</b>	<b>0</b>
HA-wide	Replace computer equipment	47	1		3,000		3,000	2,125.34
HA-wide	Maintenance equipment	47	2		1,000		1,000	0
	<b>Subtotal</b>	<b>47</b>			<b>4,000</b>		<b>4,000</b>	<b>2,125.34</b>
	<b>Subtotal</b>	<b>48</b>			<b>0</b>		<b>0</b>	<b>0</b>
	<b>2005 CFP Grant Total</b>	<b>L</b>			<b>25,99</b>		<b>725,991</b>	<b>697,152.63</b>

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

PHA Name: The Housing Authority of	Grant Type and Number	Federal FY of Grant:
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the City of Independence, MO			Capital Fund Program No: M016P01750105			2005	
			Replacement Housing Factor No:				
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	ctua	
All	8/18/2007	/18/200		/18/200	/18/200		Per HUD letter dated 7/5/2005

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: The Housing Authority of the City of Independence, MO</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: MO016P01750104 Replacement Housing Factor Grant No:		<b>Federal FY of Grant: 2004</b>	
<b>Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 1) Performance and Evaluation Report for Period Ending: 10-31-2007 Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	79,800		79,800.00	79,800.00
3	1408 Management Improvements	60,000		60,000.00	23,250.54
4	1410 Administration	79,800		79,800.00	79,800.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000		20,000.00	20,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement	113,000		113,000.00	113,000.00
10	1460 Dwelling Structures	414,399		414,399.00	414,399.00
11	1465.1 Dwelling Equipment—Nonexpendable	24,000		24,000.00	24,000.00
12	1470 Nondwelling Structures				



13	1475 Nondwelling Equipment	7,000		7,000.00	7,000.00
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				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	797,999		797,999.00	761,249.54
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: <b>The Housing Authority of the City of Independence, MO</b>		Grant Type and Number Capital Fund Program Grant No: MO16P01750104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number me/HA-Wi 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	<b>Low Rent Operations</b>	40		79,800		9,800.0	79,800.00	
HA-Wide	<b>Management Improvement</b>	40						
	Staff Training			10,000		0,000.0	10,000.00	
	Computer Software			50,000		0,000.0	13,250.54	
	<b>Subtotal 1408</b>			<b>60,000</b>		<b>0,000.0</b>	<b>23,250.54</b>	
HA-Wide	<b>Administration</b>	41						
	Administrative Salaries & Benefits			52,860		3,504.7	53,504.70	



**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing  
Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: <b>The Housing Authority of the City of Independence, MO</b>		Grant Type and Number Capital Fund Program Grant No: MO16P01750104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number me/HA-Wi 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	
	<b>Site Improvements</b>	<b>1450</b>						
MO017-01	Renovate Playgrounds			5,000		12,232.47	12,232.47	
MO017-01	Repair/Replace Perimeter Fence			8,000		4,203.88	4,203.88	
MO017-02	Parking Lot Repair/Resurfac			50,000		46,563.65	46,563.65	
MO017-03/0	Parking Lot Repair/Resurfac			50,000		50,000.00	50,000.00	
	<b>Subtotal 1450</b>			<b>13,000</b>		<b>113,000</b>	<b>113,000.00</b>	
	<b>Dwelling Structures</b>	<b>1460</b>						
MO017-01	Renovate Dwelling Units			101,740		402,555.78	402,555.78	
MO017-02	Replace Boiler #2 Burner			12,650		11,843.22	11,843.22	
	<b>Subtotal 1460</b>			<b>114,390</b>		<b>414,399.00</b>	<b>414,399.00</b>	
	<b>Dwelling Non-Expendable</b>	<b>1465</b>						
MO017-01	Replace Appliances			7,000		7,538.00	7,538.00	
MO017-03/0	Replace Appliances			7,000		6,462.00	6,462.00	
MO017-02	Replace Appliances			10,000		10,000.00	10,000.00	
	<b>Subtotal 1465</b>			<b>24,000</b>		<b>24,000</b>	<b>24,000</b>	
HA-Wide	<b>Non Dwelling Equipment</b>	<b>1475</b>						
	Replace computer			5,000		7,000.00	7,000.00	

	Equipment							
	Maintenance Equipment			2,000		0	0	
	<b>Subtotal 1475</b>			<b>7,000</b>		<b>7,000.00</b>	<b>7,000.00</b>	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement</b> <b>Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
<b>PHA Name: The Housing Authority of the City of Independence, MO</b>			<b>Grant Type and Number</b> Capital Fund Program No: MO16P01750104 Replacement Housing Factor No:			<b>Federal FY of Grant:</b> 2004	
Development Number/HA-Wi Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<b>PHA-Wide</b>	<b>9/7/06</b>		<b>3/31/07</b>	<b>9/7/07</b>			

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

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:

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

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

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

**PHA will be seeking capital improvement funding from non-federal sources to complete renovation of 62 Hocker Heights dwelling units.**

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## **8. Demolition and Disposition** \_

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: <b>Hocker Heights</b>	
1b. Development (project) number: <b>MO017001</b>	
2. Activity type: Demolition ( <b>demolition of one building/two apartments</b> )	Disposition
3. Application status (select one)	Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: <u>(04/01/2008)</u>	
5. Number of units affected: 2	
6. Coverage of action (select one)	Part of the development Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <b>after HUD approval of application</b> b. Projected end date of activity: <b>unknown</b>

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	<b>Southview Manor</b>
1b. Development (project) number:	<b>MO017003 &amp; 005</b>
2. Designation type:	Occupancy by only the elderly Occupancy by families with disabilities Occupancy by only elderly families and families with disabilities
3. Application status (select one)	Approved; included in the PHA's Designation Plan Submitted, pending approval Planned application
4. Date this designation approved, submitted, or planned for submission:	<u>(04/01/2007)</u>
5. If approved, will this designation constitute a (select one)	New Designation Plan Revision of a previously-approved Designation Plan?
6. Number of units affected:	145
7. Coverage of action (select one)	Part of the development Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	Hocker Heights/Pleasant Heights/Southview manor
1b. Development (project) number:	MO017001, 002, 003 & 005

<p>2. What is the status of the required assessment?</p> <p>Assessment underway</p> <p>Assessment results submitted to HUD</p> <p>Assessment results approved by HUD (if marked, proceed to next question)</p> <p>Other (explain below)</p>
<p>3. Yes No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)</p>
<p>4. Status of Conversion Plan (select the statement that best describes the current status)</p> <p>Conversion Plan in development</p> <p>Conversion Plan submitted to HUD on: (DD/MM/YYYY)</p> <p>Conversion Plan approved by HUD on: (DD/MM/YYYY)</p> <p>Activities pursuant to HUD-approved Conversion Plan underway</p>
<p>5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)</p> <p>Units addressed in a pending or approved demolition application (date submitted or approved: _____)</p> <p>Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)</p> <p>Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)</p> <p>Requirements no longer applicable: vacancy rates are less than 10 percent</p> <p>Requirements no longer applicable: site now has less than 300 units</p> <p>Other: (describe below)</p>

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h)



homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) Approved; included in the PHA’s Homeownership Plan/Program Submitted, pending approval Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) Part of the development Total development

**B. Section 8 Tenant Based Assistance**

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the

PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

25 or fewer participants

26 - 50 participants

51 to 100 participants

more than 100 participants

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:

**Please refer to the Section 8 Home Ownership Plan attached to this Plan.**

**12.PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

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

**A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

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

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

Client referrals

Information sharing regarding mutual clients (for rent determinations and otherwise)

Coordinate the provision of specific social and self-sufficiency services and programs to eligible families

Jointly administer programs

Partner to administer a HUD Welfare-to-Work voucher program

Joint administration of other demonstration program  
 Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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


**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	0
Section 8	0	0

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

**C. Welfare Benefit Reductions**

- The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

High incidence of violent and/or drug-related crime in some or all of the PHA's developments

High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments

Residents fearful for their safety and/or the safety of their children

Observed lower-level crime, vandalism and/or graffiti

People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime

Other (describe below)

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

Safety and security survey of residents

Analysis of crime statistics over time for crimes committed "in and around" public housing authority

Analysis of cost trends over time for repair of vandalism and removal of graffiti

Resident reports

PHA employee reports

Police reports

Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs

Other (describe below)

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

#### **Hocker Heights**

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

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

Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities

Crime Prevention Through Environmental Design

Activities targeted to at-risk youth, adults, or seniors

Volunteer Resident Patrol/Block Watchers Program

Other (describe below): **Instituting preference for working families.**

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

### **Hocker Heights**

#### **C. Coordination between PHA and the police**

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

Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan

Police provide crime data to housing authority staff for analysis and action

Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)

Police regularly testify in and otherwise support eviction cases

Police regularly meet with the PHA management and residents

Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services

Other activities (list below)

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

### **Hocker Heights**

#### **D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

### **14. RESERVED FOR PET POLICY (See attachment and ACOP)**

[24 CFR Part 903.7 9 (n)]

### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

## **A. Resident Advisory Board Recommendations**

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
Attached at Attachment (File name)  
Provided below: **(included in appendix at end of Plan Forms)**
3. 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: **(please refer to resident comments)**  
  
Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)
3. Description of Resident Election Process
  - a. Nomination of candidates for place on the ballot: (select all that apply)  
Candidates were nominated by resident and assisted family organizations  
Candidates could be nominated by any adult recipient of PHA assistance  
Self-nomination: Candidates registered with the PHA and requested a place on ballot  
Other: (describe)
  - b. Eligible candidates: (select one)  
Any recipient of PHA assistance  
Any head of household receiving PHA assistance  
Any adult recipient of PHA assistance  
Any adult member of a resident or assisted family organization  
Other (list)
  - c. Eligible voters: (select all that apply)  
All adult recipients of PHA assistance (public housing and section 8 tenant-based



assistance)

Representatives of all PHA resident and assisted family organizations

Other (list)

### **C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: **The City of Independence, Missouri**
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 in the jurisdiction 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)

- Continue to provide 520 low income public housing dwelling units.
- Continue to administer 1,624 Housing Choice Vouchers for low-income families.
- Develop and implement an HCV home-ownership program that works in concert with the City's existing first time homebuyers' program.

Explore partnering opportunities with local affordable housing stakeholders including the City of Independence to help meet the community's affordable housing needs as identified in the City's consolidated plan.

Other: (list below)

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

- The City states the following on page 31 of the 2005-10 Consolidated Plan:

“The City will continue to cooperate and coordinate with the PHA and local service agencies to meet the housing needs of the elderly and frail elderly in Independence.”

- The PHA's 5-Year Agency Plan is attached to and incorporated in the Consolidated Plan.

### **D. Other Information Required by HUD**

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

## **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**

Substantial deviations from the 5-year plan are defined as discretionary changes (changes not required by rule, regulation or emergency) to agency goals, objectives, operating policies or capital improvement plans that fundamentally change the scope and intent of the plan and require formal approval of the Housing Authority Board of Commissioners.

Actions such as changes to rent or admissions policies, organization of waiting lists, additions of non-emergency capital improvement work items (items not included in the current 5-year Capital Improvement Plan) exceeding 10% of the grant amount, changes in the use of Capital Fund replacement reserve funds, additions of new activities not included in the current PHDEP Plan and any change with regard to demolition, disposition or designation of the agency's public housing stock, homeownership programs or conversion activities shall be considered substantial deviations from the 5-year Plan. Movement of approved Capital Fund work items between grant years within the term of the 5-year Plan shall not be considered substantial deviations from the Plan.

#### **b. Significant Amendment or Modification to the Annual Plan**

Significant amendment or modification of the Annual Plan shall be defined as discretionary changes (changes not required by rule, regulation or emergency) to agency goals, objectives, operating policies or capital improvement plans that fundamentally change the scope and intent of the plan and require formal approval of the Housing Authority Board of Commissioners.

Actions such as changes to rent or admissions policies, organization of waiting lists, additions of non-emergency capital improvement work items (items not included in the current 5-year Capital Improvement Plan) exceeding 10% of the grant amount, changes in the use of Capital Fund replacement reserve funds, additions of new activities not included in the current PHDEP Plan and any change with regard to demolition,

disposition or designation of the agency’s public housing stock, homeownership programs or conversion activities shall be considered significant amendments or modifications of the Annual Plan. Movement of approved Capital Fund work items between grant years within the term of the 5-year Plan shall not be considered significant amendments or modifications of the Annual Plan.

**Attachments**

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

**2006-2010 Capital Fund Plan**

**Agency Organizational Chart**

**Housing Choice Voucher Home Ownership Plan**

**Public Housing Pet Policy**

**LIPH Community Service Plan**

**Violence Against Women’s Act Policy**

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2007 PHA FY: 2007-8			Activities for Year: <u>3</u> FFY Grant: 2008 PHA FY: 2008-9		
	Development ame/Numbe	Major Work Categories	estimate Cost	Development ame/Numbe	Major Work Categories	estimate Cost
<b>See</b>	<i>HA-Wide</i>	<i>Operations</i>	<b>72,559</b>	<i>HA-Wide</i>	<i>Operations</i>	<b>72,599</b>
<b>Annual</b>		<i>Staff Training</i>	<b>5,000</b>		<i>Staff Training</i>	<b>5,000</b>
<b>Statemen</b>		<i>Computer</i>	<b>5,000</b>		<i>Computer Software</i>	<b>5,000</b>





MO017001 (Hocker Heights)		Unit Renovations	Unit Renovations	Unit Renovations	Unit Renovations
		Roof Repair	Roof Repair	Roof Repair	Roof Repair
		Replace Appliances	Replace Appliances	Replace Appliances	Replace Appliances
			Storm Drainage		
MO017002 (Pleasant Heights)		Exterior Brick Repair	Kitchen Cabinets	Kitchen Cabinets	Exterior Brick Repair
		Kitchen Cabinets	Replace Appliances	Replace Appliances	Kitchen Cabinets
		Replace Appliances	Unit Renovations	Unit Renovations	Replace Appliances
		Unit Renovations	Replace Appliances	Replace Appliances	Unit Renovations
		Replace Appliances			Replace Appliances
MO017003/005 (Southview Manor)		Renovate Elevators	Parking Lot Repair		
		Roof Repair			
CFP Funds Listed for 5-year planning		\$725,591	\$725,591	\$725,591	\$725,591
Replacement Housing Factor Funds					

**Independence Housing Authority  
Organizational Chart 4/1/2008**

## **Housing Choice Voucher Home Ownership Administrative Plan**

### **A. Overview**

The Housing Authority of the City of Independence's (HAI) Section 8 Home Ownership Program (HOP) allows certain eligible participants in the Section 8 Housing Choice Voucher Program (HCV) the opportunity to purchase rather than rent a home with their voucher assistance. This program is authorized by the Final Rule published in the Federal Register on October 18, 2002 by the U. S. Department of Housing and Urban Development (HUD) implementing regulations found at 24 CFR Part 982. Participation in the home ownership program is voluntary.

The HAI's HOP is designed and intended to work in close concert with the First Time Home Buyer's Program administered by the City of Independence. Toward that end, families must be deemed eligible for the City's program in order to be deemed eligible under the HAI home ownership criteria.

HCV assistance provided to eligible HOP participants may be used to purchase the following types of homes within the city limits of Independence: new or existing single-family dwelling units, condominiums, cooperatives, or manufactured homes. The HAI may also permit portability of Section 8 home ownership assistance to another jurisdiction, provided the receiving jurisdiction operates a Section 8 home ownership program for which the participant qualifies.

### **B. Family Eligibility Requirements**

Only current HAI voucher participants who meet the following eligibility criteria may be eligible for

participation in the HOP: (participants with portable vouchers may qualify for the home ownership program, as long as they also meet all program eligibility requirements.)

1. The family must complete all required home ownership counseling sessions and submit all required documents as described in this plan.
2. The family must financially qualify for HAI-approved financing of the home within two years after the date of selection for the program and must be financially capable at the time of purchase of providing at least 3% of the purchase price as a minimum homeowner down payment and/or to pay toward closing costs. One source of said funds may be the City's First Time Home Buyer's Program down payment assistance, but in any case the family must provide a minimum of \$500 of their own money to pay toward the purchase transaction. HAI shall review lender qualifications and the loan terms before authorizing home ownership assistance.
3. The head of household, spouse and other adult family members must qualify as first time home buyers as follows:
  - a. No member of the household has had an ownership interest in any residence during the three years prior to selection for the home ownership program, or
  - b. The head of household is a single parent or displaced homemaker who, while married, owned a home with a spouse (or resided in a home owned by a spouse) is considered a first-time home owner for purposes of the Section 8 Home Ownership Program, or
  - c. The head of household or spouse is a person with disabilities.
4. At the time the family is determined eligible for the Home ownership program, the head of household, spouse, and/or other adult household members who will own the home must have a combined gross annual income of at least \$15,000.00.
5. The HAI shall not count any type of welfare assistance received by the family in determining annual income. The disregard of welfare assistance income in this section only affects the determination of minimum annual income used to determine if a family initially qualifies for the home ownership assistance and does not affect the calculation of the amount of the family's total tenant payment or home ownership assistance payments, except in the case of an elderly or disabled family, In the case of an elderly or disabled family, the HAI shall count welfare assistance in determining annual income for HOP eligibility purposes.
6. Each family must demonstrate that one or more adult members of the family who will own the home is employed full-time (not less than an average of 30 hours per week) and has been continuously employed during the twelve calendar months immediately preceding selection for the HOP. However, in the case of an elderly or disabled family, the HAI will waive the employment requirement and consider income from all sources in evaluating whether the household meets the minimum income required to purchase a home through the HOP. The HAI may also consider whether and to what extent an employment interruption (such as a seasonal layoff) is considered permissible in satisfying the employment requirement. The HAI may also consider self-employment to determine sufficient employment history.
7. Applicants for and new participants in the Section 8 Housing Choice Voucher Program shall not be eligible for participation in the HOP until successful completion of an initial Section 8 HCV lease term of 12 months and then shall be eligible only after the participant's first annual recertification in the Section 8 Housing Choice Voucher Program. **Nothing in this provision will preclude Section 8 participants who have completed an initial lease term (12 months) in another jurisdiction from participating in the this Section 8 Home Ownership Program.**



8. Participants in the Housing Choice Voucher Program shall be ineligible for participation in the Section 8 Home Ownership Program if any debt or portion of a debt remains owed to the HAI or any other Federally-funded housing provider. Additionally, participants who are in violation of their family obligations while receiving Federal housing assistance shall be ineligible for participation in the HOP.
9. Prospective participant families shall be required to repay any current civil judgment or order, or court approved mediation agreement prior to be considered eligible for HOP participation. The HAI may allow exceptions for extraordinary medical expenses after conducting an internal review.
10. If the head of household, spouse or other adult household member who will execute the contract of sale, mortgage and loan documents has previously defaulted on a mortgage obtained through any jurisdiction's Section 8 Home Ownership Program, the family will be ineligible to participate in the HAI's Home Ownership Program.

#### **C. Ownership Home Counseling Program**

Approval of a family's participation in the home ownership program is pre-conditioned on the family attending and successfully completing a home ownership and housing counseling program approved by the HAI prior to commencement of home ownership assistance. A family must also attend a credit counseling seminar before assistance may be offered. For the purposes of meeting this requirement, successful fulfillment of the educational requirements of the City of Independence' First Time Home Buyer's Program shall be deemed sufficient.

#### **D. Approval of Family Participation**

The HAI shall have the sole authority to approve or disapprove a family's continued participation in the HOP when the required educational steps have been completed. The HAI will issue the family a written notice of approval disapproval within ten (10) working days after notice of educational training completion from the provider(s). Upon receipt of written approval, the family may begin searching for a home to purchase and applicable financing from an approvable source(s).

#### **E. Locating a Home**

Once a family has been approved to search for a home, they shall have sixty (60) days to locate a home to purchase. A home shall be considered located if the family submits an accepted purchase or sales agreement along with a bank or lender commitment to the HAI. For good cause, the HAI may extend a Section 8 family's time to locate the home for up to two (2) additional thirty (30) day increments.

#### **F. Eligible Units**

The unit selected by the HOP participant family must be either under construction or already existing at the time the HAI determined that the family is approved for home ownership assistance. The unit must be a one unit property or a single dwelling unit in a cooperative or condominium. The HOP participant family must not purchase a home if the HAI has been informed (by HUD or otherwise) that the seller of the home is debarred, suspended, or subject to a limited denial of participation. The unit must be inspected by an HAI inspector and pass inspection according to the City of Independence housing code. The unit must be inspected by an independent inspector and incipient code violations identified by the independent inspector and the HAI. *The violation must be corrected within six (6) months of ownership.*

#### **G. Continuation of Rental Assistance During Search**

During a HOP participant's search for a home to purchase, their HCV rental assistance shall continue for their current residence, in accordance with the HAI Section 8 Housing Administrative Plan. If a

HOP participant family is unable to locate a home within this time limit, they will be dropped from HOP participation and their Section 8 rental assistance through the Housing Choice Voucher Program shall continue.

#### **H. Pre-purchase Requirements**

The following steps must be taken after a potential purchase is found but before the purchase can be approved and finalized by the HAI. The family must:

1. submit a purchase or sales agreement (see Part J. Below) containing specific components to the HAI for approval,
2. allow the HAI and City Codes inspectors to inspect the proposed home ownership dwelling to assure that the dwelling unit meets applicable standards (see parts K and L below),
3. obtain an independent inspection covering major building systems (part K),
4. obtain HAI approval of the proposed mortgage (which must comply with generally accepted mortgage underwriting requirements)(see Part M below); and
5. enter into a written agreement with the HAI to comply with all of it's obligations under the Section 8 Program (see Part N below).

#### **I. Time Limitations on Purchase Completion**

Once a family has located a home to purchase and received approved financing, the family shall have another *sixty (60)* days to complete the purchase and to close the loan. If the family is unable to complete the purchase within the maximum time permitted by the HAI, the HAI withdraw approval to participate in the HOP and shall continue the family's rental assistance in the HCV program. The family may not reapply for the HOP until the family has completed an additional year (12 months) of participation in the HCV program.

#### **J. Purchase or Sales Agreement**

Prior to execution of the offer to purchase or sales agreement, the financing terms must be provided by the family to the HAI for approval. The purchase or sales agreement must provide for inspection by the HAI and the independent inspector and must state that the purchaser is not obligated to purchase unless the inspections are satisfactory to the HAI. The purchase or sales agreement must provide that the purchaser is not obligated to purchase if the mortgage financing terms are not approved by the HAI. A copy of the purchase or sales agreement must be submitted to the HAI for approval.

The contract of sale must: (1) specify the price and other terms of sale by the seller to the purchaser (2) provide that the purchaser will arrange for a pre-purchase inspection of the dwelling unit by an independent inspector selected by the purchaser (3) provide that the purchaser is not obligated to purchase the unit unless the inspection is satisfactory to the purchaser (4) provide that the purchaser is not obligated to pay for any necessary repairs (5) contain a certification from the seller that the seller has not been debarred, suspended, or subject to a limited denial of participation under 24 CFR part 24.

#### **K. Initial Inspection**

To assure the home complies with the HAI housing code, home ownership assistance payments must not commence until the HAI has inspected and approved the home. Another inspection must also be completed by a professional home inspector selected by the family and approved by the HAI. The independent inspection must cover major building systems and components, including foundation and structure, housing interior and exterior, and the roofing, plumbing, electrical, and heating systems. The

independent inspector must be qualified to report on property conditions, including major building systems and components and be certified by the State of Missouri to conduct home inspections. The independent inspector may not be a HAI employee or contractor, or other person under control of the HAI. The independent inspector must provide a copy of the inspection report both to the family and to the HAI. The HAI may not pay any home ownership assistance for the family until the HAI has reviewed the inspection report of the independent inspector. Even if the unit otherwise complies with the City of Independence housing code, the HAI shall have discretion to disapprove the unit for assistance under the Home Ownership program because of information in either the independent or City Codes Enforcement inspection reports.

#### **L. Ongoing Inspections**

Before the first annual HCV recertification, the home will be inspected by an HAI inspector and must pass inspection to continue receiving home ownership assistance. If the HAI determines there are problems with maintaining the home in a safe and decent manner, the HAI may require on-going inspections at annual recertifications for the next 3 years.

#### **M. Financing Requirements**

The proposed financing terms must be submitted to and approved by the HAI prior to close of the financing. The HAI shall determine the affordability of the family's proposed financing. In making such determination, the HAI may take into account other family expenses, including but not limited to child care, unreimbursed medical expenses, and other outstanding debts. Certain types of financing, including but not limited to, balloon payment mortgages, are prohibited and will not be approved. Seller-financed mortgages through land contracts shall not be approved. Seller-financed mortgages through person-to-person mortgages will be considered on a case by case basis. If a mortgage is not FHA-insured, the HAI will require the lender to comply with generally accepted mortgage underwriting standards consistent with those of HUD/FHA, Ginnie Mae, Fannie Mae, Freddie Mac, the Federal Home Loan Bank, or other private lending institutions. The HAI may disapprove proposed financing, refinancing or other debit if it is determined that the debt is unaffordable, or if the lender or the loan terms do not meet the qualifications as set forth by the HAI. The buyer must be capable of providing at least 3% of the purchase price for the down payment.

#### **N. Compliance with Family Obligations**

A family must agree in writing, to comply with all family obligations under the Section 8 Program and the HAI's home ownership policies. These obligations include (1) *attending ongoing home ownership counseling, if required by the HAI*; (2) complying with the mortgage terms; (3) not selling or transferring the home to anyone other than a member of the assisted family who resides in the home while receiving home ownership assistance and who is approved by the HAI; (4) not refinancing or adding debt secured by the home without prior approval by the HAI; (5) not obtaining a present ownership interest in another residence while receiving home ownership assistance; (6) supplying all required information to the HAI, including but not limited to annual verification of household income, notice of change in home ownership expenses, notice of move-out, and notice of mortgage default; (7) allowing inspections of the home and maintaining the unit in a decent and safe manner; and (8) repairing any incipient code violations identified from the independent inspector's report within six (6) months of ownership.

#### **O. Amount of Assistance Calculation**

The amount of the monthly assistance payment will be based on three factors: the voucher payment standard for which the family is eligible; the estimated monthly home ownership expense; and 30% of the family's adjusted gross monthly income (total tenant payment). The HAI shall pay a monthly home ownership assistance payment directly to the lender on behalf of the family that is equal to the lower of:

- (1) The payment standard minus the total tenant payment; or
- (2) The family's monthly home ownership expenses minus the total tenant payment.

Home ownership expenses for a homeowner may include principal and interest on mortgage debt, any mortgage insurance premium incurred to finance the home, real estate taxes, any public assessments on the property, home insurance, HAI allowance for maintenance expenses and costs of repairs and replacements; and the HAI utility allowance. All participants in the HOP shall be required to apply for the homestead tax exemption.

**P. Payment to the Lender**

The HAI will provide the lender with notice of the amount of the housing assistance payment prior to close of escrow and will pay HAI's contribution towards the family's homeowner expense directly to the lender or to a designated, limited access checking account for the mortgage activity. The family will be responsible to submit the family's portion of the mortgage payment directly to the lender or to a designated, limited access checking account for the mortgage activity in a timely manner to allow the transfer of funds by the lender and/or mortgage servicer and within the terms of the mortgage loan agreement.

**Q. Termination of HAI HOP Assistance**

Housing assistance payments under the HOP shall be terminated as follows:

1. automatically 180 calendar days after the last housing assistance payment on behalf of the family is made by the HAI due to increase in family income.
2. by the HAI for good cause as set forth below:
  - a. if the family fails to comply with its obligations under the Section 8 program, HAI home ownership policies, or if the family defaults on the mortgage.
  - b. if required, the family fails to attend and complete additional ongoing home ownership housing counseling classes, or to permit ongoing inspections.
  - c. the family fails to comply with the terms of any mortgage incurred to purchase and/or refinance the home.
  - d. the family fails to provide the HAI with written notice of any sale or transfer of any interest in the home, any plan to move out of the home, changes in the family's household income and home ownership expenses (on an annual basis), any notice of mortgage default received by the family, or any other notices which may be required by the HAI's home ownership policies.

**Q. Transfer of Ownership Limitations**

Except as otherwise provided in this Plan, the family may not convey or transfer any portion of ownership in the home to any entity, person or persons other than a pre-approved member of the assisted family while receiving home ownership assistance. The HAI shall terminate homeownership assistance at any time in accordance with Section 8 program rules and policies including but not limited to failure to comply with family obligations, crime by family members, misrepresentation of information or fraud.

**R. Occupancy of Home**

Home ownership assistance will only be provided while the HOP-approved family resides in the home. The home must be the HOP family's sole residence. If the family moves out of the home, the HAI will discontinue home ownership assistance commencing with the month after the family moves out.

#### **S. Changes in Income Eligibility**

A family's home ownership assistance may change during the annual recertification of the household income and at other times according to the HAI's policy of interim changes while the family is participating in the HOP. The majority of such changes are due to changes in family income. Such changes will necessarily prompt commensurate changes in the family's out-of-pocket share of their housing expenses.

Participation in the HOP shall continue until such time as the assistance payment equals \$0.00 for a period of 180 consecutive days (6 months) and/or as limited according to the terms of the following part T.

#### **T. Maximum Term of Home Ownership Assistance**

Except in the case of a family that qualifies as an elderly or disabled household, the family members participating in the Section 8 Home Ownership Program shall not receive home ownership assistance for more than (1) fifteen years, if the initial mortgage incurred to finance the home has a term of 20 years or longer; or (2) ten years in all other cases.

If the family qualifies as an elderly family (head of household or spouse is age 62 or over) at the time of initial home ownership assistance, the maximum term of assistance does not apply. If the family qualifies as a disabled family (head or spouse is a handicapped or disabled person as defined in HUD regulations) and continues to qualify as a disabled family, the maximum term of assistance does not apply. If, during the course of homeownership assistance, the family ceases to qualify as a disabled or elderly family, the appropriate maximum term as set forth in the preceding paragraph becomes applicable from the date homeownership assistance commenced, provided, however, that such family shall be eligible for at least six additional months of home ownership assistance after the maximum term becomes applicable.

#### **U. Procedures for Termination of Home Ownership Assistance**

A participant in the HOP who is terminated by the HAI for cause shall be entitled to the same termination notice and hearing procedures as set forth in the Administrative Plan for the HAI.

#### **V. Security Interest and Recapture of Home Ownership Assistance**

Upon purchase of the home, a family receiving HOP assistance shall execute documentation as required by the HAI to secure the HAI's right to recapture the homeownership assistance in accordance with the program regulations and which is consistent with state and local law. The family may refinance their original mortgage to take advantage of better terms without any recapture penalty, provided that no proceeds are realized ("cash-out") and the family has received prior approval from the HAI. The lien securing the recapture of the homeownership subsidy may be subordinated to a refinanced mortgage.

The family may, with HAI (and lender) approval, sell the original home and purchase another home. Sales proceeds that are used by the family to directly purchase a new home and HOP assistance will continue are not subject to recapture. Proceeds from the sale of the HOP assisted home where HOP assistance will not continue for the family are subject to incremental recapture as set forth below.

In certain circumstances the home ownership assistance provided to the family is subject to total or partial recapture upon the sale or refinancing of the home. The amount of home ownership assistance actually paid as of the date of forfeiture shall be calculated in order to determine the gross amount of HAI-paid funds that may be subject to recapture. The amount subject to recapture shall automatically

be reduced in annual increments of 10% beginning one year (12 months) from the purchase date. At the end of 10 years (120 months) the amount of home ownership assistance subject to recapture shall be zero.

**W. Continued Participation in Section 8 Housing Choice Voucher Program**

If the family defaults on an FHA-insured mortgage, the HAI will permit the family to move with continued Section 8 Housing Choice rental assistance, as long as the family demonstrates that it has (a) conveyed title to the home to HUD or its designee as required by HUD, or will convey title to the home to HUD or HUD's designee as required by HUD, and (b) the family has moved from the home or will move within the period established or approved by HUD.

If the family defaults on a mortgage that is not FHA-insured, the HAI may permit the family to move with continued HCV rental assistance if the family demonstrates that it has (a) conveyed title to the home to the lender or to its designee, as may be permitted or required by the lender; and (b) moved from the home within the period established or approved by the lender.

However, the HAI shall not provide continued tenant-based assistance for occupancy of a new unit so long as any family member owns any title or other interest in the homeownership program unit.

END

## **PET POLICY**

*This Pet Policy is established to govern the keeping of pets in and on properties owned and operated by the Housing Authority of the City of Independence, Missouri.*

Except where specifically noted otherwise, this Pet Policy does not apply to service animals that assist persons with disabilities. This exclusion applies to both service animals that reside in the Housing Authority's developments and service animals that visit the developments. However, owners of service animals are subject to State and local public health, animal control, and anti-cruelty laws.

Residents must apply for and receive a written permit from the HAI prior to keeping any pet, including service animals, on or about the premises. The HAI will not refuse to register a pet solely on the basis of a determination that the pet owner is financially unable to care for the pet. If the HAI refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and the resident's right to grieve the decision. Such notice shall be served in accordance with the Notice requirements incorporated into the lease.

The permit to keep a pet may be revoked at any time, where the Housing Authority determines that the owner is unable care for the animal, the pet has become destructive to Housing Authority property or a nuisance to others, or where the owner fails to comply with the terms of this Policy, including:

1. The resident shall pay a \$300.00 pet damage deposit for a dog or a cat, to cover damage to the building and/or Housing Authority property, prior to housing such pet. Said deposit shall be held in escrow and the Housing Authority shall refund any unused portion of said deposit to the resident within thirty (30) days after the resident either: (a) moves from the property; or (b) no longer has a pet present in the dwelling unit.
1. The resident must furnish certification each year, at the time of their Annual Recertification, that the pet has received all inoculations required by applicable State and City law, and that the pet is in good health. Such certification must be signed by either a licensed veterinarian, or a State or local authority empowered to inoculate animals. No pet may be kept in violation of humane or health laws. No vicious or intimidating dogs are allowed.
1. The pet must not pose a threat to the health and safety of others. Housing Authority site management staff shall reasonably determine whether any pet poses such threat. A pet's temperament and behavior will be considered as factors in making this determination.
1. The maximum number of allowable pets is one (1), with the exception of fish, turtles and/or birds, where the limit shall be one cage or one aquarium. Permitted pets are common household pets, which include dogs no larger than 25 pounds, cats, rabbits, birds, hamsters, guinea pigs,

gerbils, turtles and fish. Aquariums and other enclosures must not be larger than 18'' wide, 24'' long, and 24'' deep.

1. The pet owner is responsible for the care and welfare of the pet during any absence from their dwelling unit:
  - (a) Pets left unattended for twenty-four (24) hours or more will be removed and transferred to the proper local authorities, and the Housing Authority accepts no responsibility for the health or care of the pet under such circumstances;
  - (b) If the resident leaves the unit overnight and desires to have another resident care for the pet in the other resident's unit, the pet owner must inform the site management staff of these arrangements and the other resident must provide management with a signed written agreement to abide by these pet policies. In such cases, it shall be the pet owner's responsibility to pay for any damages caused by the pet to the other unit.
6. When applying for a pet permit, the resident is required to furnish a signed agreement from two responsible parties that will care for the pet if the resident dies, is incapacitated, or is otherwise unable to care for the pet. If both such persons are unavailable or unwilling to care for the pet (when necessary) the Housing Authority may contact the appropriate City authority (or designated agent) to remove and care for the pet.
7. Dogs and cats must be neutered or spayed. If such animals are not spayed, and have offspring, resident is in violation of this rule. Cats must be de-clawed.
8. Dogs and cats shall remain inside a resident's unit unless they are on a leash. Birds, turtles, and rodents must be confined to a cage at all times.
9. Pets will not be allowed in the lobby areas, community rooms, laundry rooms, porches, balconies, halls, elevators, etc., except in the owner's arms, portable enclosure, or on a leash.
10. Pets shall be kept on a leash at all times while on exterior property of the Housing Authority with a responsible adult in attendance. Pets must not be left outside the building alone or staked out or caged in the yard, porches, or balconies at any time.
11. Owner must immediately pick up and bag feces dropped on interior or exterior property of the Housing Authority. Droppings must be flushed down a toilet or disposed of in a sanitary manner. Trash chutes or trash compactors at Pleasant Heights and Southview Manor must never be used



to dispose of pet excrement or related waste matter. If Housing Authority staff must dispose of pet waste, a \$10.00 charge per incident will be made to owner. If a Housing Authority staff person has to clean up pet waste, a time and material charge will be made to owner.

12. Residents shall take adequate precautions to eliminate any pet odors within or around unit and maintain unit in a sanitary condition at all times.
  13. Cats are to use litter boxes, which must be kept in resident's unit. Resident must not allow waste to accumulate. Used cat litter must be bagged and disposed of. Never flush cat litter down the toilet or drains.
  14. Visitors' pets will not be allowed in the building. Pets not owned by a resident are excluded from all developments.
  15. Residents are prohibited from feeding stray animals. The feeding of stray animals shall constitute having a pet without the permission of the Housing Authority.
1. Residents shall not alter their unit, porch, balcony, or any area to create an enclosure for an animal.
  1. Residents who violate this policy are subject to: (a) being required to get rid of the pet within 30 days of notice by the Housing Authority; or (b) eviction.

*I have read and I understand the above regulations regarding pets, and I agree to conform to them.*

\_\_\_\_\_  
Resident Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date

## **Community Service Plan**

The community service and self-sufficiency requirement is a legislative mandate by Congress as part of the Public Housing Reform Act of 1998. This provision of the Act requires non-exempt low-income families in public housing to contribute or participate for 8 hours a month in a community service or self-sufficiency activity, or combination of both, as a condition of receipt of Federal housing assistance.

The Independence Housing Authority established a community service policy in Chapter 15 of the agency's Admissions and Continued Occupancy Policy (ACOP) in a year 2000 revision. Community service requirements were also incorporated in a new lease adopted and implemented in 2000, as well.

Due to Congressional action on the 2003 budget, however, community service requirements were suspended. A recent PIH Notice advised that Community Service requirements have been reinstated effective October 1, 2003. Further guidance may be forthcoming from HUD and any new requirements contrary to this Community Service Plan will be implemented as appropriate.

### **Benefits for residents**

1. Opportunity to explore training and employment areas
2. Increased confidence in the resident's skills and abilities that may encourage them to pursue permanent employment or training
3. Contacts with agencies or employers
4. Exposure to different job skills and work environments

### **Eligibility**

Community service and self-sufficiency applies to all non-exempt, adult residents living in public housing at IHA. Residents exempt from community service are the following:

1. 62 years or older
2. Blind or disabled (as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c) and who certify that because of this disability they are unable to comply with the service provisions; or primary caretakers of such an individual
3. Engaged in work activities for wages for a minimum of 30 hours per week.
4. Meet the requirements for being exempt from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act (42 U.S.C. 602 et seq.) or under any other welfare program of the State of Missouri, including a State administered welfare-to-work program
5. Are members of a family receiving assistance, benefits, or services under #4

above

## **Implementation**

IHA implemented this program October 1, 2000 in conjunction with October annual recertifications.

IHA residents are notified by mail of the date of their annual recertification interview at least 90 days in advance of their anniversary. At this annual recertification interview it will be determined if a resident is exempt or non-exempt of this community service or self-sufficiency requirement.

## Verification

Residents who have demonstrated general eligibility criteria as persons 62 years or older, blind or disabled, or primarily caretakers of such an individual, do not have to provide any additional verification to IHA for the community service and self-sufficiency eligibility.

IHA management staff will be required to verify residents who are exempt because they are:

1. Engaged in work activities and meet the requirements for being exempt from having to engage in work activity under the State program funded under Part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State of Missouri, including a State-administered welfare-to-work program;
2. Members of a family receiving assistance, benefits or services under the State program under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq); or
3. Under any other welfare program of the State of Missouri, including a State-administered welfare-to-work program and has not been found by the State or other administering entity to be in noncompliance with such a program, may be required to provide written documentation or sign a release of information form to allow the IHA to obtain information to verify their exempt status from the welfare agency.

Residents who are non-exempt will receive a Community Service Form monthly by mail and will be required to submit this form monthly to IHA Management to verify compliance with service requirements.

## **Notification of noncompliance**

IHA will maintain a community service tracking system and the household will be notified by mail on a monthly basis if they are in noncompliance. At this time the resident will be given the option to cure the noncompliance.

#### Responsibilities of Residents

1. IHA residents are to provide verification of exempt or non-exempt status for community service and self-sufficiency requirements.
2. IHA residents are required to report any changes regarding exemption or non-exempt status.
3. IHA residents are required under 24 CFR 960.607(c) to comply with the service requirement. This requirement extends to all IHA adult residents in the household who are determined non-exempt from the requirement. The lease states that it will be renewed automatically for all purposes, unless the family fails to comply with the service requirement. Violation of the service requirement is grounds for non-renewal of the lease.

#### **Grievance**

Any resident whose lease is not renewed is entitled to seek appropriate remedy under the IHA Grievance Procedure.

END

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## **Violence Against Women Act Policy**

### **1. Purpose**

The purpose of this Policy is to reduce domestic violence, dating violence, and stalking and to prevent homelessness by:

- a) protecting the safety of victims;
- b) creating long-term housing solutions for victims;
- c) building collaborations among victim service providers; and
- d) assisting the Housing Authority (HA) to respond appropriately to the violence, while maintaining a safe environment for HA employees, tenants, applicants and others.

The Policy will assist the HA in protecting rights under the Violence Against Women Act to its applicants and public housing residents.

### **2. Mission Statement**

The HA's policy is to comply with the 2005 VAWA Pub. L. 109-162; Stat.2960 signed into law on January 5, 2006 and codified at 42 U.S.C. § 1437d (l) and 1437f (d), (o) & l and (u). The HA shall not discriminate against an applicant, public housing resident or program participant on the basis of the rights or privileges provided under the VAWA.

### **3. Definitions**

The definitions in this Section apply only to this Policy.

**3.1 Confidentiality:** Means that the HA will not enter information provided to the HA under 4.2 and 4.3 into a shared database or provide this information to any related entity except as stated in 4.4.

**3.2 Dating Violence:** Violence committed by a person (a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship shall be determined based on a consideration of the following factors:

- (i) the length of the relationship;
- the type of relationship;
- the frequency of interaction between the persons involved in the relationship. 42 U.S.C. § 1437d (u) (3) (A).

**3.3 Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, committed by a person with whom the victim shares a child in common, committed by a person who is cohabitating with or has cohabitated with the victim as a spouse, committed by a person similarly situated to a spouse of the victim under the domestic or family violence laws or committed by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws.

**3.4 Immediate Family Member:** A spouse, parent, brother or sister, or child of a victim or an individual to whom the victim stands in loco parent; or any other person living in the household of the victim and related to the victim by blood and marriage. 42 U.S.C. § 1437d (u) (3) (D).

**3.5 Long-term Housing:** Is housing that is sustainable, accessible, affordable and safe for the foreseeable future which:

- a) the person rents or owns;
- b) is subsidized by a voucher or other program as long as the person meets the eligibility requirements of the program;
- c) directly provided by the HA, is not time limited and the person meets the eligibility requirements of the program.

**3.6 Perpetrator:** A person who commits an act of domestic violence, dating domestic violence or stalking against a victim.

### **3.7 Stalking:**

- (a) to follow, pursue or repeatedly commit acts with the intent to kill, injure, harass or intimidate the victim;
- (b) to place under surveillance with the intent to kill, injure, harass or intimidate the victim;
- (c) in the course of, or as a result of such following, pursuit, surveillance, or repeatedly committed acts, to place the victim in reasonable fear of the death of, or serious bodily injury to the victim; or
- (d) to cause substantial emotional harm to the victim, a member of the immediate family of the victim or the spouse or intimate partner of the victim. 42 U.S.C. § 1437d (u)(3)(C).

**3.8 Victim:** Is a person who is the victim of domestic violence, dating violence, or stalking under this Policy and who has timely and completely completed the certification under 4.2 and 4.3 or as requested by the HA.

## **4.0 Certification and Confidentiality**

### **4.1 Failure to Provide Certification Under 4.2 and 4.3**

The person shall provide complete and accurate certifications to the HA within 14 business days after the party requests in writing that the person completes the certifications. If the person does not provide a complete and accurate certification within the 14 business days, the HA, the owner or manager may take action to deny or terminate participation or tenancy under: 42 U. S. C. § 1437 I (5) & (6); 42 U. S. C. §1437 (d) (c) (3); 42 U. S. C. § 1437f (c)(9); 42 U. S. C. § 1437f (d)(1)(B)(ii) & (iii); 42 U. S. C. § 1437f (o)(7)(C) &(D); or 42 U. S. C. § 1437f (o)(20) or for other good cause.

### **4.2 HUD Approved Certification**

For each incident that a person is claiming is abuse, the person shall certify to the HA, the victim status by completing a HUD approved certification form. The person shall certify the date, time and description of the incidents, that the incidents are bona fide incidents of actual or threatened abuses and meet the requirements of VAWA and this Policy. The person shall provide information to identify the perpetrator including but not limited to the name and, if known, all alias names, date of birth, address, contact information such as postal, e-mail or internet address, telephone or facsimile number or other information.

### **4.3 Other Certification**

A person who is claiming victim status shall provide to the HA:

- a) documentation signed by the victim and an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking or the effects of the abuse, in which the professional attests under penalty of perjury (28 U.S.C. § 1746) to the professional's belief that the incident(s) in question are bona fide incidents of abuse; or
- b) a federal, state, tribal, territorial, local police or court record.

#### **4.4 Confidentiality**

The HA shall keep all information provided to THE HA under this Section confidential. The HA shall not enter the information into a shared database or provide to any related entity except to the extent that:

- (a) the victim requests or consents to the disclosure in writing;
- (b) the disclosure is required for:
  - (i) eviction from public housing under 42 U. S. C. § 1437 I (5) & (6) (See Section 5 in this Policy);
  - (ii) the disclosure is required by applicable law.

#### **4.5 Compliance Not Sufficient to Constitute Evidence of Unreasonable Act**

The HA compliance with Sections 4.1, 4.2 and 4.3 shall alone not be sufficient to show evidence of an unreasonable act or omission by them.

#### **5.0 Appropriate Basis for Denial of Admission, Assistance or Tenancy**

**5.1** The HA shall not deny participation or admission to the public housing program on the basis of a person's victim status, if the person otherwise qualifies for admission of assistance.

**5.2** An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be a serious or repeated violation of the lease by victim and shall not be good cause for denying to a victim admission to a program, or occupancy rights, or evicting a tenant.

**5.3** Criminal activity directly related to domestic violence, dating violence, or stalking engaged in by a member of a tenant's household or any guest or other person under the tenant's control shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim of that domestic violence, dating violence or stalking.

**5.4** Notwithstanding Sections 5.1, 5.2 and 5.3 the HA, may bifurcate a lease to evict, remove or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others without evicting, removing, terminating assistance to or otherwise penalizing the victim of the violence who is also a tenant or lawful occupant. 42 U.S.C. §1437d(l)(6)(B).

**5.5** Nothing in Sections 5.1, 5.2 and 5.3 shall limit the authority of the HA, when notified, to honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members when the family breaks up.

**5.6** Nothing in Sections 5.1, 5.2 and 5.3 limits the HA authority to evict or terminate assistance to any tenant for any violation of lease not premised on the act or acts of violence against the tenant or a member of the tenant's household. However the HA may not hold a victim to a more demanding standard.

**5.7** Nothing in Sections 5.1, 5.2 and 5.3 limits the HA's authority to evict or terminate assistance, or deny admission to a program if the HA can show an actual and imminent threat to other tenants, neighbors, guests, employees, persons providing service to the property or others if the tenant family is not evicted or terminated from assistance or denied admission.

**5.8** Nothing in Sections 5.1, 5.2 or 5.3 limits the HA's authority to deny admission, terminate assistance or evict a person who engages in criminal acts including but not limited to acts of physical violence or stalking against family members or others.

- 5.9** A public housing tenant who wants a transfer to protect their health or safety and who:
- a) is victim under this Policy;
  - b) reasonably believes he or she was imminently threatened by harm from further violence if he or she remains in the unit; and
  - c) has complied with all other obligations of the public housing income program may transfer to another HA unit.

### **6.0 Actions Against a Perpetrator**

The HA may evict or deny admission to a program or trespass a perpetrator from its property under this Policy. The victim shall take action to control or prevent the domestic violence, dating violence, or stalking. The action may include but is not limited to:

- a) obtaining and enforcing a restraining or no contact order or order for protection against the perpetrator;
- b) obtaining and enforcing a trespass against the perpetrator;
- c) enforcing the HA or law enforcement's trespass of the perpetrator;
- d) preventing the delivery of the perpetrator's mail to the victim's unit;
- e) providing identifying information listed in 4.2; and
- f) other reasonable measures.

### **7.0 Notice to Applicants and Tenants.**

The HA shall provide notice to applicants and tenants of their rights and obligations under Section 4.4 Confidentiality and Section 5.0 Appropriate Basis for Denial of Admission, Assistance or Tenancy.

### **8.0 Reporting Requirements**

The HA shall include in its Agency Plan, a statement of goals, objectives, policies or programs that will serve the needs of victims when required. THE HA may also include a description of activities, services or programs provided or offered either directly or in partnership with other service providers to victims, to help victims obtain or maintain housing or to prevent the abuse or to enhance the safety of victims.

### **9.0 Conflict and Scope**

This Policy does not enlarge the HA's duty under any law, regulation or ordinance. If this Policy conflicts with the applicable law, regulation or ordinance, the law, regulation or ordinance shall control. If this Policy conflicts with another HA policy, this Policy will control.

### **10.0 Amendment**

The Executive Director may amend this policy when it is reasonably necessary to effectuate the Policy's intent, purpose or interpretation. The proposed amendment along with the rationale for the amendment shall be submitted to the Executive Director for consideration. Where reasonably necessary, the Executive Director may approve the amendment. The amendment shall be effective and incorporated on the date that the Executive Director signs the amendment.

### **GOALS:**

The Housing Authority has teamed with the local community to help support children and adults from violence. If a child is involved, the local office of child protective services will help assist and place the child in a safe environment. If an adult is involved, the City Police Department or County Sheriff's department will assist the adult in getting to the safe harbor. The local Health department



also will assist in placing families out of harms way with a contact person who will assist families with counseling services. All referrals will be made on a case-by-case basis.

END