

1.0	PHA Information PHA Name: <u>City of Des Moines, Des Moines Municipal Housing</u> Agency _____ PHA Code: <u>IA020</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2009</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>500</u> Number of HCV units: <u>3161</u>				
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	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 for the next five years:				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: 1) Eligibility, Selection & Admissions policies, including Deconcentration & Waiting list procedures: Attachment: ia020a01 2) Financial Resources: Attachment : ia020b01 3) Rent Determination: Attachment : ia020c01 4) Operation & Management: Attachment : ia020d01 5) Grievance Procedures : Attachment : ia020e01 6) Designated Housing for Elderly & Disabled Families: Attachment: ia020f01 7) Community Service & Self-sufficiency: Attachment: ia020g01 8) Safety & Crime Prevention: Attachment : ia020g01 9) Fiscal Year Audit Attachment: ia020h01 & ia020i01 10) Asset Management: Attachment: ia020j01 11) VAWA: Attachment: ia020k01 (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. Copies of the Annual PHA plan will be available at the following locations: DMMHA administrative offices – 100 E. Euclid, Suite 101, Des Moines, Iowa; City Clerk's office – 400 Robert D. Ray Drive, Des Moines, Iowa; and on the City of Des Moines website at: www.dmgov.org				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i> 1) Demolition and/or Disposition: Attachment: ia020l01 2) Conversion of Public Housing: Attachment: ia020l01 3) Homeownership: Attachment: ia020l01 4) Project-based vouchers: Attachment : ia020l01				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.				

8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. Attachments: ia020m01, ia020n01, ia020o01, ia020p01</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. Attachment: ia020q01</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Attachment: ia020r01</p>
9.1	<p>Strategy for Addressing Housing 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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. Attachment: ia020s01</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan. Attachment: ia020t01</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification” Attachment: ia020u01</p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) Attachment: ia020v01</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) Attachment: ia020v01</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) Attachment : ia020v01</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) Attachment: ia020v01</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) Attachment: ia020v01</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. Attachment: ia020w01</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) Attachments: ia020m01, ia020n01, ia020o01, ia020p01</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) Attachment: ia020q01</p>

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a 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. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

Agency Plan

6.0 (a)

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

ELEMENT 1: REVISIONS TO PHA PLAN ELEMENTS GOVERNING ELIGIBILITY, SELECTION AND ADMISSIONS POLICIES, INCLUDING DECONCENTRATION AND WAIT LIST PROCEDURES:

Public Housing and Section 8 – revise language under Formal Application to reflect that all members age 18 and older must attend the appointment and having missed one appointment for the full application will result in the application being retired unless they contact the Agency prior to the appointment date. Also revising the use of net family income to gross family income when calculating eligibility.

Public Housing and Section 8 – revise language under the Income section to reflect calculating fluctuating hours by using monthly average of the gross projected over 12 months. Remove language regarding sporadic income of \$500 per month. Clarifying language regarding in-kind gifts and contributions. Clarifying language for real property owned by an applicant or participant to state the use of actual conversion costs and if not available using 7% of the assessed value as costs to convert to cash.

Public Housing and Section 8– Add language under Eligibility to include:

Adult household members of a previous head of household that owes money to DMMHA or another federally subsidized program will be held responsible for the monies owed if they were over the age of 18 and a member of the assisted household at the time it was determined that the assisted household owed money to DMMHA or any other federally subsidized program.

Adult household members of a previous head of household that has negative past or current participation with DMMHA or another federally subsidized program will be held responsible for the negative past participation if they were over the age of 18 and a member of the assisted household at the time it was determined that the assisted household was terminated/evicted by DMMHA or any other federally subsidized program.

The DMMHA will review each applicant family on a case-by-case basis and may consider an applicant to have passed the screening criteria (other than criteria regulated by Housing and Urban Development) if there is sufficient evidence provided by the applicant that they are not currently engaged in or have not, within a reasonable period of time, engaged in any activity that would otherwise result in the applicant being determined ineligible for assistance. Sufficiency of the evidence is at the sole discretion of the DMMHA.

Public Housing and Section 8 – revise language under Exceptions to Occupancy Standards to allow the Occupancy and Program Enforcement and the Leasing Administrator to grant exceptions instead of the Director.

Public Housing - remove language regarding home visit ratings.

Public Housing – revise language under Changes in Household Composition to remove the need for 24 hour exclusive care of the applicant for those needing live-in-aides.

Public Housing – add language under Unit Size Consideration to state that the family of a live-in-aide will not be allocated additional bedrooms.

Public Housing – revise language under Occupancy standards to allow for 4 persons maximum in a 2 bedroom unit. Remove language regarding children sharing bedrooms. Add language clarifying that

married couples are eligible for a one bedroom unit. Remove students from persons residing in the unit 50% of the year for consideration for bedroom size.

Public Housing – Site Based Waiting Lists - Revised charts to reflect current statistics. Current statistics reflect a slight increase in the number of Hispanic applicants for all sites and an increase in the number of disabled applicants for the designated elderly sites from the original base numbers from 2005. Current statistics reflect a slight decrease in the number of disabled applicants for Royal View Manor site.

Public Housing – Deconcentration - Revised the charts to reflect current statistics. Current statistics verify that all DMMHA covered projects are within the deconcentration guidelines of being at or below 30% of the average median income which is \$20,700. DMMHA is completing an approved HUD Disposition Program and is unable to re-rent any vacated units covered under disposition, therefore, DMMHA will not be changing any policies or marketing efforts to see out lower income participants for any of the covered projects.

Section 8 – revise language under verification of income to reflect verifications prior to voucher issuance are to be 60 days current instead of 120 days. Verifications for initial lease up and for annual recertifications for current participants will be valid for 120 consecutive days from date of receipt.

Section 8 – revise language under Notification to Ineligible Families to remove the page number and refer to the Informal Review and Hearings section of the Plan.

Section 8 – revise language regarding Subsidy Standards to read as follows:

A family member age 18 or older who is temporarily out of the unit will not be counted as a family member at initial entry or relocation. The family member will be added in accordance with the “Add Family Member” procedures of DMMHA. A family member age 18 or older who is temporarily out of the unit during occupancy will be considered temporarily absent if they will be returning home within 180 consecutive calendar days. DMMHA defines “temporarily absent” as an absence of not more than 180 consecutive calendar days.

Live-in aides and the effect on subsidy standards: At initial entry or relocation, the family will not be eligible for an additional bedroom for the live-in aide until such time as the live-in aide has been identified by the family and approved by DMMHA. The Housing Choice Voucher size will be changed upon approval of DMMHA only if the approval occurs prior to the effective date of the Housing Assistance Payments Contract (HAP). If the approval of DMMHA occurs AFTER the effective date of initial occupancy or the effective date of relocation the Housing Choice Voucher size will be changed at the family’s next annual re-examination.

A family in occupancy that now requires and is approved for a live-in aid will have the Housing Choice Voucher size changed at the family’s next annual re-examination.

During occupancy, a family that has had a live-in aide but is in the process of changing live-in aides “between live-in aides” will be permitted to maintain the additional voucher subsidy until their next annual re-exam.

Section 8 – revise language under Briefing Sessions to allow rescheduling if the applicant contacts the Agency within 24 hours before or after the date of the briefing.

Section 8 – revise language under Selection of Housing and Lease Approval to state that after the initial lease term, the lease will continue on a month to month basis unless a new lease is signed. Delete language regarding closing date of a sale of a Public Housing Disposition unit. Add language regarding exceptions to start of the lease term for participants in the Veteran’s Administrative Supportive Housing Program. Add language stating the DMMHA will not provide assistance for a family that owns a manufactured home and only wishes to lease the space on which the home is placed. Revise language regarding HQS repairs not

made by the owner within 30 days will result in the Voucher expiration date being adjusted and a new Request for Tenancy Approval must be submitted.

Section 8 – revise language under Issuance of Voucher to allow an additional 30 day extension (after the first 60 and possible extension for second 60 days) for persons requiring a three bedroom or higher unit, persons looking for an accessible unit or persons with a disability who are having difficulty locating a unit.

Section 8 – Add language regarding Suspension of Search Time as follows:

The DMMHA will suspend the housing choice voucher term if the family has submitted a request for tenancy approval during the voucher term. “Suspension” means stopping the clock on a family’s voucher term when a family submits the request for tenancy approval until the time the PHA approves or denies the request, or the owner and family agree to mutual rescind the request for tenancy approval. This suspension of time is also called “tolling”. Search time will be extended for a request for tenancy approval that is denied by DMMHA by calculating the days from the date the request for tenancy approval was received by DMMHA to the date that DMMHA denies the request or the owner and family agree to mutually rescind the request for tenancy approval. Those “processing” days will be added to the current voucher expiration date to determine the new voucher expiration date.

Section 8 – revise language under Owner Screening to clarify when a City rental inspection is needed. Add language regarding ensuring owners to do not owe any inspection fees to Housing Code Enforcement.

Section 8 – revise language under Special Housing types to clarify that Shared Housing and Congregate Housing are offered for applicants with special needs as determined by DMMHA.

Section 8 – add language regarding the VASH Program and Enhanced Vouchers for Over-housed Families as follows:

Veteran’s Administration Supportive Housing (VASH)

The VASH Program is a partnership between the DMMHA and the Veteran’s Administration Medical Center (VAMC) to provide rental assistance for homeless veterans. The DMMHA will administer the VASH program in accordance with federal regulations, as amended.

In the event that the VAMC case management staff determines that a VASH participant no longer requires case management, the DMMHA will, upon passing the Agency’s screening criteria for the Section 8 Housing Choice Voucher Program, offer the family continued Housing Choice Voucher assistance through one of its regular vouchers to free up the VASH voucher for another eligible family referred by the VAMC.

Enhanced Voucher Requirements for Over-housed Families

The DMMHA will administer Enhanced Vouchers for over-housed families in accordance with PIH Notice 2008-12, as amended.

Upon determination that an enhanced voucher participant has become over-housed, the DMMHA will require that the family residing in the oversized unit move to an appropriate sized unit within 60 days from the date the appropriate sized unit comes available in the project. In the event that the family does not move to the appropriate sized unit within the 60 day time-frame, the family will no longer continue to receive Enhanced Voucher assistance and the subsidy calculation will be based on the gross rent for the appropriate sized unit.

If there are more over-housed families than the number of available appropriate size units at any given time, the DMMHA will require over-housed families to move according to the length of time the family had been living in the over-housed unit, starting with the family over-housed for the longest period of time first and working towards the family with the shortest time over-housed.

**DECONCENTRATION CALCULATIONS
FOR
ESTABLISHED INCOME RANGE
Agency Plan 2009**

Family Projects Only

Project

8 **\$7,844 – one person remaining**
9 **\$11,712 – 1 person remaining**
10 **\$11,988.57 – 6 people remaining**
11 **\$10,222.40 – 5 people remaining**
13 **\$11,797.33 – 3 people remaining**
17 **\$13,974.75 – 8 people remaining**
18 **\$20,160.85 – 13 people remaining**

TOTAL AVERAGE INCOME = \$87,699.90 divided by 7 projects = \$12,528.56

85% of Average Project Income = \$10,650 = LOW END OF RANGE
(\$12,529 x 85%)

115% of Average Project Income = \$14,408 = HIGH END OF RANGE
(\$12,529 x 115%)

ESTABLISHED INCOME RANGE IS EITHER:

\$ 10,650 LOW
\$ 14,408 HIGH

OR:

At or below 30% of the Average Median Income: \$67,900

Average Median Income: \$67,900 x 30% = \$20,700

**ALL COVERED PROJECTS ARE AT OR BELOW 30% OF THE
AVERAGE MEDIAN INCOME**

The DMMHA is currently completing a HUD approved disposition program to sell all scattered-site units. Housing and Urban Development has instructed the Agency that we are not able to re-rent any disposition unit that is vacated during this process, therefore, the DMMHA will not be changing any policies or marketing efforts to seek out lower income participants for any projects.

**ASSESSMENT OF SITE-BASED WAITING LIST DEVELOPMENT
DEMOGRAPHICAL CHARACTERISTICS**

	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change
	<u>HPP</u>		<u>OPP</u>		<u>EVM</u>		<u>RVM</u>		<u>SVM</u>	
	<u>1BR</u>	From Bas	<u>1BR</u>	From Bas	<u>1BR</u>	From Bas	<u>1BR</u>	From Bas	<u>1BR</u>	From Base
White	75%	22%	89%	15%	80%	4%	60%	-4%	80%	30%
Black	6%	-41%	9%	-27%	0%	-24%	37%	3%	13%	-37%
Indian/Alaskan	13%	13%	9%	9%	10%	10%	0%	-1%	0%	0%
Asian	6%	6%	0%	0%	10%	10%	2%	1%	7%	7%
Hispanic	13%	13%	9%	9%	15%	15%	3%	2%	13%	13%
Non-Hispanic	87%	-13%	91%	-9%	85%	-15%	97%	-2%	87%	-13%
Disabled	38%	38%	36%	36%	40%	35%	21%	-13%	27%	27%
	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change
	<u>HPP</u>		<u>OPP</u>		<u>EVM</u>		<u>RVM</u>		<u>SVM</u>	
	<u>2BR</u>	From Bas	<u>2BR</u>	From Bas	<u>2BR</u>	From Bas	<u>2BR</u>	From Bas	<u>2BR</u>	From Base
White	0%	0%	0%	0%	0%	0%	60%	60%	0%	0%
Black	0%	0%	0%	0%	0%	0%	35%	35%	0%	0%
Indian/Alaskan	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Asian	0%	0%	0%	0%	0%	0%	5%	5%	0%	0%
Hispanic	0%	0%	0%	0%	0%	0%	7%	7%	0%	0%
Non-Hispanic	0%	0%	0%	0%	0%	0%	93%	93%	0%	0%
Disabled	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

HPP = Highland Park Plaza
OPP = Oak Park Plaza

EVM = East View Manor
RVM = Royal View Manor

SVM = Southview Manor

2. Statement of Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2010 grants)		
a) Public Housing Operating Fund	\$855,762	Includes continuation of full-time elderly service coordinators
b) Public Housing Capital Fund	\$615,600	Modernization and/or rehab activities
c) Annual Contributions for Section 8 Tenant-Based Assistance	\$16,052,954	Housing assistance payments and administrative fees earned
Other Federal Grants (list below)		
HCV FSS Coordinator Grant	\$69,000	Coordinator for FSS program
PH FSS Coordinator Grant	\$30,263	½ time coordinator for PH FSS program
Disaster Housing Assistance Prog	\$0	HAP and Administrative fees for FEMA
Disaster Voucher Program	\$0	Hap and admin for disaster evacuees. Program scheduled to end 6/30/09
VASH	162,144	Hap and Admin for Homeless Veterans
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2008 Capital Fund Grant	\$366,336	
2007 Capital Fund Grant	\$153,067	Modernization and/or rehab of PH units
2005 Replacement Housing Factor	\$13,346	PH Capital Improvements
2006 Replacement Housing Factor	\$81,812	
2007 Replacement Housing Factor	\$161,367	
2008 Replacement Housing Factor	\$387,218	
3. Public Housing Rental Income		
Dwelling Rent	\$910,452	Administrative expense
Fees (Maint., late, etc.)	\$43,559	Administrative expense
4. Other income (list below)		
Gain on Sale of Capital Asset	\$560,000	Modernization and/or rehab of existing properties.
Miscellaneous Income	\$8,000	Administrative expense
Laundry Income	\$13,440	Administrative expense
5. Non-federal sources (list below)		
Disposition Funds reserved for improvements (25%)	\$500,000	Modernization and/or rehab of existing properties
Total resources	\$20,984,320	

PHA Plan Elements Changes Since Last Plan Submission

6.3 Rent Determinations

Public Housing – Interim re-examinations will be conducted when adult household members enroll in or is no longer attending an institution of higher education.

Public Housing – Removing language from minimum rent hardships defining long term employment as 6 months or longer.

Public Housing – Clarify language regarding flat rent and minimum rent hardship denials to more clearly state that if the agency determines the hardship is temporary or does not meet the hardship criteria, the family will be offered a reasonable repayment agreement to pay back rent owed during the hardship period not to exceed one year.

Public Housing – Clarify language regarding rent choice to state that the family may make a written request to change from income based to flat rent at any time and that the rent option can only be changed once between annual re-examinations except for a financial hardship.

Public Housing – Rent decreases will be made effective on the first of the month following the date of the reported change once verified by the agency.

Housing Choice Voucher – Clarify language regarding minimum rent hardship denials to more clearly state that if the agency determines the hardship is temporary or does not meet the hardship criteria, the family will be offered a reasonable repayment agreement to pay back rent owed during the hardship period not to exceed one year.

Housing Choice Voucher - Interim re-examinations will be conducted when adult household members enroll in or is no longer attending an institution of higher education.

Operation and Management 2009

1. Organizational chart attached
2. Following is a list of the management and maintenance policy documents that contain the Agency's rules, standards and policies:

Public Housing:

- Admissions & Continued Occupancy Policy
- Maintenance Plan
- Schedule of Maintenance Charges
- Resident Charges Policy
- Occupancy Rules
- Fraud Policy
- Lease Agreement

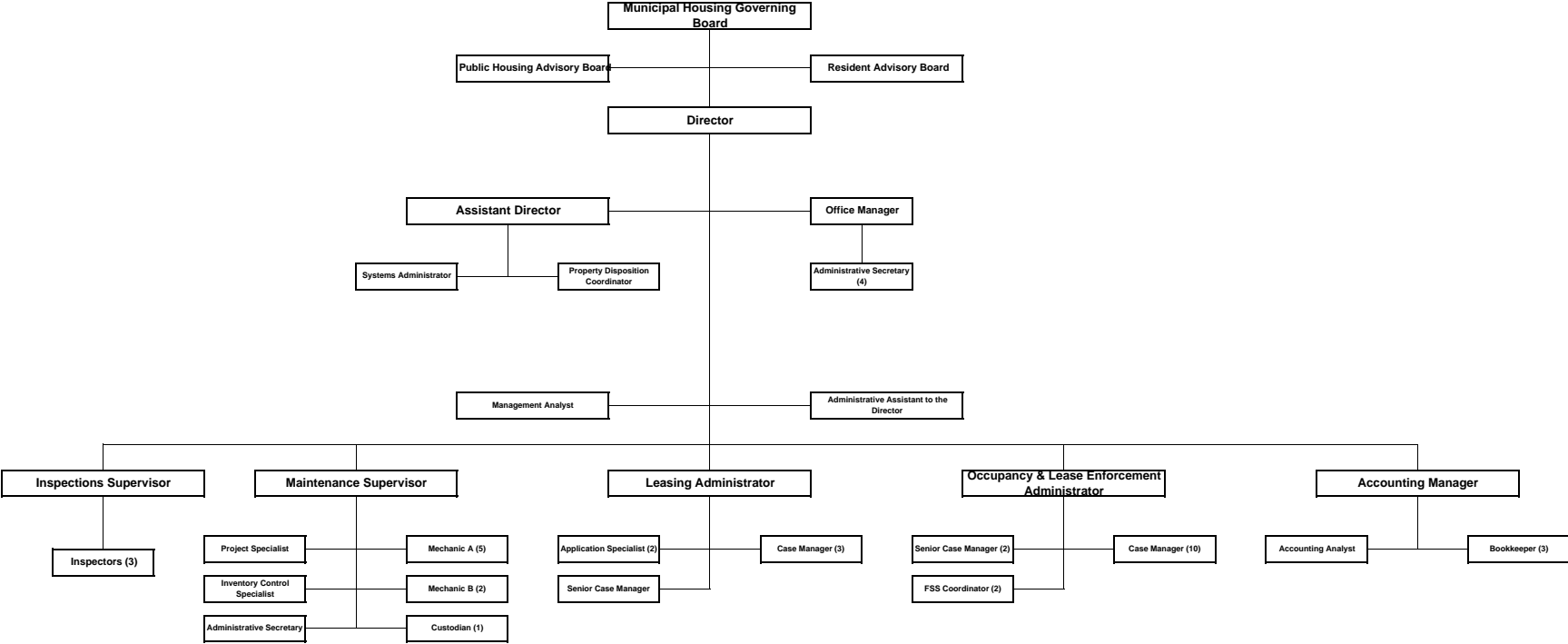
Section 8:

- Administrative Plan
- Fraud Policy

DMMHA personnel policies, procurement policies, asset disposition policies and any other management policies are included in the City of Des Moines Administrative Manual or DMMHA procedure manuals.

3. Programs administered by the DMMHA:

- Public Housing
- Section 8 Housing Choice Vouchers
- Section 8 Moderate Rehabilitation Program
- VA Supportive Housing Program (VASH)
- DVP
- DHAP
- DHAP-IKE
- Elderly/Disabled Service Coordinators
- Family Self-Sufficiency Program
- 5H Homeownership Program



PHA Plan Elements Changes Since Last Plan Submission

6.5 Grievance Procedures

Public Housing – No changes from last submission

Housing Choice Voucher – Insert language regarding the agency must be given the opportunity to examine any family documents that are directly relevant to the hearing. If the family does not make the documents available, the family may not rely on the document at the hearing.

**Designated Housing for Elderly and Disabled Families
2009**

The following developments have been designated for occupancy by the elderly:

Development name, number & number of units:

SouthView Manor –IA020000003	50 units
East View Manor – IA020000002	50 units
Highland Park Plaza – IA020000004	50 units
Oak Park Plaza – IA020000004	40 units

DMMHA's designation was last approved by the U.S. Department of Housing & Urban Development on January 25, 2008.

DMMHA will apply for an extension of the current plan in 2009 to be effective in January 2010.

Community Service and Self-Sufficiency

1. Any programs relating to services and amenities provided or offered to assisted families.
 - a. DMMHA employs two elderly/disabled service coordinators for Public Housing participants.
 - b. The elderly/disabled service coordinators conduct monthly educational workshops for Public Housing participants.
 - c. DMMHA conducts quarterly resident meetings with Public Housing participants. These meetings enhance the communication between the participants and the PHA.
 - d. DMMHA employs two full-time Family Self-Sufficiency coordinators.
 - e. DMMHA distributes a monthly newsletter to all Family Self-Sufficiency (FSS) participants.
 - f. DMMHA coordinates homeownership education for FSS participants and 5h participants.
 - g. DMMHA offers a fire safety plan for Public Housing participants located in the assisted unit and also in the administrative offices.
 - h. DMMHA coordinates budget counseling for FSS participants and 5h participants.
 - i. DMMHA coordinates credit report counseling for FSS participants and 5h participants.

2. Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS.
 - a. Public Housing rent determination policies
 - b. Public Housing admissions policies
 - c. Preference/eligibility for section 8 homeownership option participation.

3. How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements.
 - a. DMMHA requires all Public Housing participants to execute a self-certification form as to his or her status and sign a lease addendum for community service.
 - b. DMMHA informs each Public Housing participant who is not exempt from the community service requirement of pertinent information regarding community service to enable the participant to perform the requirement.
 - c. DMMHA monitors community service compliance on a yearly basis for each public housing participant.
 - d. DMMHA notifies participants whose circumstances have changed their exemption status of the community service requirement.
 - e. DMMHA has adopted appropriate changes to the rent determination policies in regards to income changes resulting from welfare program requirements and has trained staff to carry out those policies.

- f. DMMHA informs participants of the rent determination policies on admission and reexamination.
- g. DMMHA has established a cooperative agreement with the local TANF agency regarding the exchange of information and coordination of services.

Safety and Crime Prevention – Public Housing

Des Moines Municipal Housing Agency (DMMHA) works together with the local police enforcement to ensure the safety of public housing residents.

1. Describe the need for measures to ensure the safety of public housing residents:
 - a. DMMHA takes a proactive approach towards the incidences of violent and/or drug – related crime in all of the developments.

2. Description of any crime prevention activities conducted or to be conducted by DMMHA:
 - a. DMMHA obtains the arrest histories for new participants as part of screening.
 - b. DMMHA obtains the arrest histories annually for all participants to ensure no violations of the lease have occurred during the year.
 - c. DMMHA staff meets with Des Moines Police Department on a monthly basis to review trip reports to owned property, to obtain related case reports.
 - d. DMMHA participates in the Crime Free Multi-Housing program along with the Des Moines Police Department. This includes property management training, inspection of buildings and meetings with the residents.
 - e. DMMHA has hired off-duty police officers to provide security on weekends and evenings at the largest DMMHA owned property.
 - f. DMMHA has the ability through the Des Moines Police Department to initiate surveillance for suspected drug activities.
 - g. DMMHA maintains security cameras at all of the multifamily complexes. By use of these cameras, DMMHA has the ability to investigate activity that occurred in the past. This also provides DMMHA the ability to create evidence for court proceedings.

3. Description of coordination between DMMHA and the Des Moines Police Department:
 - a. DMMHA obtains from the Des Moines Police Department crime data regarding DMMHA owned property to DMMHA staff for analysis and action.
 - b. Police have established a physical presence on the largest DMMHA owned property.
 - c. Des Moines Police Department gives DMMHA information on Specified Crime properties list monthly to analyze if DMMHA owned properties are on the list and if so, to follow up.
 - d. Des Moines Police Department has included DMMHA in training on the Mobile Crisis division.

McGladrey & Pullen

Certified Public Accountants

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November 17, 2008

To the Public Housing Board and the
Honorable Mayor and Members of the City Council
City of Des Moines, Iowa
Des Moines, Iowa

In accordance with your request, we are attaching the accompanying PDF file, which contains an electronic final version of the financial statements for the City of Des Moines, Iowa Municipal Housing Agency as of and for the year ended June 30, 2008. We understand that your request for the electronic copy has been made as a matter of convenience. You understand that the electronic transmission is not entirely secure and that it is possible for confidential financial information to be intercepted by others.

These financial statements and our report on them are not to be modified in any manner. This final version supersedes all prior drafts. Any preliminary draft version of the financial statements previously provided to you in an electronic format should be deleted from your computer, and all printed copies of any superseded preliminary draft versions should likewise be destroyed.

Professional standards and our firm policies require that we perform certain additional procedures whenever our reports are included, or we are named as accountants, auditors or "experts," in a document used in a public or private offering of equity or debt securities. Accordingly, as provided for and agreed to in the terms of our arrangement letter, the Organization will not include our reports, or otherwise make reference to us, in any public or private securities offering without first obtaining our consent. Any request to consent is also a matter for which separate arrangements will be necessary. After obtaining our consent, the Organization also agrees to provide us with printer's proofs or masters of such offering documents for our review and approval before printing and with a copy of the final reproduced material for our approval before it is distributed. In the event our auditor/client relationship has been terminated when the Organization seeks such consent, we will be under no obligation to grant such consent or approval.

Thank you for the opportunity to serve the City of Des Moines, Iowa Municipal Housing Agency.

McGladrey & Pullen, LLP



Mia Frommelt, Partner

City of Des Moines, Iowa Municipal Housing Agency

Financial and Compliance Report
Year Ended June 30, 2008

Contents

Financial Section

Independent Auditor's Report	1 – 2
Financial Statements	
Statement of net assets	3
Statement of revenues, expenses and change in net assets	4
Statement of cash flows	5
Notes to financial statements	6 – 13
Required supplementary information, schedule of funding progress	14

Compliance Section

Schedule of expenditures of federal awards	15
Notes to schedule of expenditures of federal awards	16
Summary schedule of prior audit findings	17
Independent auditor's report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with government auditing standards	18 – 19
Independent auditor's report on compliance with requirements applicable to each major program and on internal control over compliance in accordance with OMB Circular A-133	20 – 21
Schedule of findings and questioned costs	22 – 24
Corrective action plan	25

McGladrey & Pullen

Certified Public Accountants

Independent Auditor's Report

To the Public Housing Board and the
Honorable Mayor and Members of the City Council
City of Des Moines, Iowa
Des Moines, Iowa

We have audited the accompanying financial statements of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, as of and for the year ended June 30, 2008, as listed in the table of contents. These financial statements are the responsibility of the Public Housing Board and City of Des Moines, Iowa's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements present only the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, and do not purport to, and do not, present fairly the financial position of the City of Des Moines, Iowa as of June 30, 2008, and the changes in its financial position and its cash flows for the year then ended, in conformity with accounting principles generally accepted in the United States of America. Because the financial statements present only the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund, and do not purport to, and do not present the financial statements of the City of Des Moines, Iowa, management has chosen not to present a Management's Discussion and Analysis for the fund.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, as of June 30, 2008, and the changes in its financial position and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As stated in Note 7, the City of Des Moines, Iowa Municipal Housing Agency changed its method of accounting for other postemployment benefits.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 14, 2008 on our consideration of the City of Des Moines, Iowa Municipal Housing Agency's, an enterprise fund of the City of Des Moines, Iowa, internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The schedule of funding progress on page 14 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was performed for the purpose of forming an opinion on the basic financial statements of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Nonprofit Organizations*, and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

McGladrey & Pullen, LLP

Davenport, Iowa
November 14, 2008

City of Des Moines, Iowa
Municipal Housing Agency

Statement of Net Assets
June 30, 2008

Assets

Current assets:

Cash and pooled cash investments	\$ 6,550,316
Due from other governmental units	87,722
Accounts receivable (net of allowance for doubtful accounts of \$32,047)	8,424
Inventories	38,787
Prepaid items	40,572
Total current assets	<u>6,725,821</u>

Noncurrent assets:

Capital assets:

Nondepreciable, land	1,467,560
Depreciable:	
Buildings	31,903,506
Improvements other than buildings	5,534,407
Machinery and equipment	1,241,615
	<u>40,147,088</u>
Less accumulated depreciation	23,646,465
Total capital assets	<u>16,500,623</u>

Restricted cash and cash equivalents	11,602,131
Other noncurrent assets	16,017
Total noncurrent assets	<u>28,118,771</u>
Total assets	<u>34,844,592</u>

Liabilities

Current liabilities:

Accounts payable	94,575
Accrued payroll	110,040
Due to other funds of the City of Des Moines, Iowa	63,652
Compensated absences	81,180
Tenant security deposits	57,864
Unearned revenues	10,381
Total current liabilities	<u>417,692</u>

Noncurrent liabilities:

Self-sufficiency participation	60,260
Compensated absences	157,012
Post employment benefits	24,971
Total noncurrent liabilities	<u>242,243</u>
Total liabilities	<u>659,935</u>

Net Assets

Invested in capital assets	16,500,623
Restricted for public housing program	11,602,131
Unrestricted	6,081,903
Total net assets	<u>\$ 34,184,657</u>

See Notes to Financial Statements.

City of Des Moines, Iowa
Municipal Housing Agency

Statement of Revenues, Expenses and Change in Net Assets
Year Ended June 30, 2008

Operating revenues:	
Dwelling rental	\$ 1,116,229
Intergovernmental	18,038,868
Charges for services	1,123,131
Total operating revenues	<u>20,278,228</u>
Operating expenses:	
Personal services	4,316,863
Contractual services	15,468,507
Depreciation	2,797,163
Total operating expenses	<u>22,582,533</u>
Operating (loss)	<u>(2,304,305)</u>
Nonoperating revenues:	
Investment earnings	673,378
Gain on sale of capital assets	1,605,485
Nonoperating revenues	<u>2,278,863</u>
Capital grants	<u>820,272</u>
Change in net assets	794,830
Net assets, beginning	<u>33,389,827</u>
Net assets, ending	<u>\$ 34,184,657</u>

See Notes to Financial Statements.

**City of Des Moines, Iowa
Municipal Housing Agency**

**Statement of Cash Flows
Year Ended June 30, 2008**

Cash flows from operating activities:	
Cash received from rents and operating grants	\$ 19,175,821
Cash paid to suppliers	(15,478,380)
Cash paid to employees	(4,282,830)
Net cash (used in) operating activities	<u>(585,389)</u>
Cash flows from noncapital financing activities, payments on interfund accounts	<u>(29,839)</u>
Cash flows from capital and related financing activities:	
Acquisition and construction of capital assets	(630,490)
Capital grants	820,272
Proceeds from the sale of capital assets	3,576,416
Net cash provided by capital and related financing activities	<u>3,766,198</u>
Cash flows from investing activities, interest collected	<u>673,378</u>
Net increase in cash and cash equivalents	3,824,348
Cash and cash equivalents, beginning	<u>14,328,099</u>
Cash and cash equivalents, ending	<u><u>\$ 18,152,447</u></u>
Reconciliation of operating (loss) to net cash (used in) operating activities:	
Operating (loss)	\$ (2,304,305)
Adjustments to reconcile operating (loss) to net cash (used in) operating activities:	
Depreciation	2,797,163
Decrease (increase) in:	
Accounts receivable	17,108
Due from other governmental units	280,176
Inventories	10,168
Prepaid items	(1,828)
Increase (decrease) in:	
Accounts payable	(18,213)
Accrued payroll	9,094
Compensated absences	(32)
Due to other governmental units	(1,416,049)
Tenant security deposits	6,037
Other liabilities, self-sufficiency participation	10,754
Unearned revenue	(433)
Other postemployment benefits	24,971
Net cash (used in) operating activities	<u><u>\$ (585,389)</u></u>

See Notes to Financial Statements.

City of Des Moines, Iowa
Municipal Housing Agency

Notes to Financial Statements

Note 1. Nature of Business and Reporting Entity and Summary of Significant Accounting Policies

Nature of business and reporting entity:

The City of Des Moines, Iowa Municipal Housing Agency is an enterprise fund of the City of Des Moines, Iowa. The Agency was originally created as the Des Moines Public Housing Authority in 1969 as a separate legal entity in accordance with the laws of the state of Iowa. Effective April 1, 1994, the Des Moines City Council reorganized the Des Moines Public Housing Authority as a business-type fund of the City of Des Moines, Iowa renaming it the City of Des Moines, Iowa Municipal Housing Agency (Agency).

The Agency is not a legally separate entity. The Agency is an enterprise fund and business-type activity of the City of Des Moines, Iowa (the primary government) and the City assumes all rights, titles, interests, duties, covenants, obligations and liabilities of the Agency. Management decisions are the responsibility of the City Council, designated City employees and a seven member advisory board.

The purpose of the Agency is to administer the public housing programs authorized by the United States Housing Act of 1937, as amended. These programs are subsidized by the Federal Government through the U.S. Department of Housing and Urban Development (HUD).

Summary of significant accounting policies:

Basis of accounting and measurement focus: The economic measurement focus and the accrual basis of accounting is used by the Agency. Under the accrual basis of accounting, revenue is recognized when earned and expenses are recognized when the liability has been incurred. Under this basis of accounting, all assets and all liabilities associated with the operation of the Agency are included in the statement of net assets.

Proprietary fund type: The City of Des Moines, Iowa Municipal Housing Agency is a proprietary fund type. Proprietary funds are used to account for a government's business-type activities, which are similar to those often found in the private sector. The measurement focus is based upon income determination, financial position and cash flows. The Agency, as an enterprise fund, has elected to apply all applicable Financial Accounting Standards Board (FASB) pronouncements on or issued before November 30, 1989, unless the pronouncements conflict with or contradict Governmental Accounting Standards Board Statements.

Accounting estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and pooled cash equivalents: For purposes of reporting cash flows, the Agency considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

Notes to Financial Statements

**Note 1. Nature of Business and Reporting Entity and Summary of Significant Accounting Policies
(Continued)**

The Agency's deposits may be invested in the following HUD approved investments:

- Direct obligations of the federal government backed by full faith and credit of the United States
- Obligations of government agencies
- Securities of government sponsored agencies
- Demand and savings deposits
- Time deposits and repurchase agreements

Investments are reported at fair value. Securities traded on the national or international exchange are valued at the last reported sales price at current exchange rates. The cash and pooled cash equivalents consisted of checking accounts, savings accounts and certificates of deposits for the current year.

Inventories: Inventories are stated at cost and recorded as an expense at the time they are relieved from inventory for use. Inventories are valued on the first-in, first-out basis.

Compensated absences: Agency employees participate in benefit plans offered by the City of Des Moines, Iowa and, accordingly, accumulate sick leave hours for subsequent use or for payment upon death or retirement. Sick leave is payable when used, or upon death or retirement. If paid upon death or retirement, the total accumulated hours are paid at one-half of the then effective hourly rate for that employee. These compensated absences are accrued as a liability as they are earned.

Capital assets: Capital assets of the Agency are stated at cost. Depreciation has been provided using the straight-line method over the estimated useful lives, as follows:

Buildings	40 years
Building improvements	10 years
Improvements other than buildings	10-15 years
Machinery and equipment	3-10 years

Operating and nonoperating revenues and expenses: Operating revenues result from exchange transactions of housing agency activities. Nonoperating revenues result from nonexchange transactions such as investment earnings and capital grants. Expenses associated with operating the housing agency are considered operating.

Net assets: Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by any outstanding balances of any borrowings, used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through enabling legislation adopted by the Authority or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, the Agency first applies restricted resources. \$11,602,131 of net assets is restricted as of June 30, 2008. The restriction is on the cash generated from the sale of public housing properties. Proceeds from these sales are required by HUD to be reinvested in public housing properties.

City of Des Moines, Iowa
Municipal Housing Agency

Notes to Financial Statements

Note 2. Cash and Pooled Cash Equivalents

As of June 30, 2008, the Agency's deposits consisted of checking accounts, savings accounts and certificates of deposits. The Agency has no investments.

The Agency follows the City of Des Moines, Iowa's investment policy.

Authorized investments: The Agency is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved pursuant to Chapter 12C, Code of Iowa; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district. However, the City's investment policy additionally limits investments in commercial paper to obligations at the time of purchase rated within the two highest ratings, issued by nationally recognized statistical rating organizations with a maturity less than 270 days, provided that at the time of purchase no more than 10 percent of the investment portfolio be invested in commercial paper and no more than 5 percent of the investment portfolio shall be invested in securities of a single issuer. It also limits investments in prime bankers' acceptances to those that mature within 270 days and that are eligible for purchase by a federal reserve bank, provided that at the time of purchase no more than 5 percent of the investment portfolio shall be invested in the securities of a single issuer.

Interest rate risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Agency has no investments.

Custodial credit risk: Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned.

As of June 30, 2008, the carrying amount of the Agency's deposits was \$18,152,447 and the bank balance was \$18,247,096 which was entirely covered by federal depository insurance or by a multiple financial institution collateral pool in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the members of the pool to ensure there will be no loss of public funds.

Note 3. Capital Assets

The following is a summary of changes in capital assets for the year ended June 30, 2008:

	June 30, 2007	Additions	Retirements	June 30, 2008
Nondepreciable assets, land	\$ 1,944,522	\$ -	\$ (476,962)	\$ 1,467,560
Depreciable assets:				
Buildings	34,509,145	557,389	(3,163,028)	31,903,506
Improvements other than buildings	5,483,445	54,307	(3,345)	5,534,407
Machinery and equipment	1,513,342	18,794	(290,521)	1,241,615
Total depreciable assets	41,505,932	630,490	(3,456,894)	38,679,528
Less accumulated depreciation for:				
Buildings	16,784,429	2,340,269	(1,677,987)	17,446,711
Improvements other than buildings	4,729,580	346,075	-	5,075,655
Machinery and equipment	1,298,218	110,819	(284,938)	1,124,099
Total accumulated depreciation	22,812,227	2,797,163	(1,962,925)	23,646,465
Capital assets, net	\$ 20,638,227	\$ (2,166,673)	\$ (1,970,931)	\$ 16,500,623

Notes to Financial Statements

Note 4. Forgivable Loans

The Home Ownership Program (5H) is intended to provide affordable home acquisition loans to eligible low income families wishing to purchase designated single family scattered site homes offered by the Agency. The homes are sold at fair value and are financed by conventional loans by area financial institutions. The down payment is financed by the Agency with a forgivable interest free loan to the purchasers. A portion of the loan is forgiven upon closing. The balance is forgiven over the next seven years. If the purchaser defaults on the terms of the forgivable loan, it will become due at the time of default with interest.

As of June 30, 2008, the unforgiven portion of forgivable loans was \$1,919,105. This amount is fully reserved as of June 30, 2008 as the City does not anticipate collection.

Note 5. Pension Plan

The Agency contributes, with other funds of the City, to the Iowa Public Employees Retirement System (IPERS) which is a cost-sharing, multiple-employer defined benefit pension plan administered by the state of Iowa. IPERS provides retirement and death benefits which are established by state statute to plan members and beneficiaries. IPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, P.O. Box 9117, Des Moines, Iowa 50306-9117.

Plan members are required to contribute 3.90 percent of their annual covered salary and the Agency is required to contribute 6.05 percent of annual covered payroll. Contribution requirements are established by state statute. The Agency's contribution to IPERS for the years ended June 30, 2008, 2007 and 2006 was \$219,168, \$125,901 and \$124,905, respectively, which was equal to the required contribution for each year.

Note 6. Deferred Compensation

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code, Section 457. The plan, available to all City employees, permits an employee to defer a portion of his or her compensation until future years. This deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency.

In accordance with Federal legislation (the Small Business and Wage Protection Act of 1996), the City has confirmed or established trust arrangements for all of the assets in the plan, to ensure those assets are protected and used exclusively for plan participants and beneficiaries. As a result of these arrangements, the deferred compensation plan is not reported in the Agency's financial statements.

Note 7. Post-Retirement Benefits

Plan description: The City sponsors a single-employer health care plan that provides medical, prescription drugs and dental benefits to all active and retired employees and their eligible dependents. Employees who have attained age 55 and retire from active employment are eligible for retiree benefits. Eligible retirees and their dependents receive medical and prescription coverage through a fully-insured plan with Wellmark BCBS and dental benefits through a self-insured plan. These are the same plans that are available for active employees.

Contributions are required for both retiree and dependent coverage. The contributions for each insured group is assumed to be the expected, composite per capita cost for the group. This composite is then disaggregated into an age-specific starting cost curve based on the average age of the group and for assumptions for age-based morbidity. The average age of the pre-65 retiree group is 59. Retiree expenses are then offset by monthly contributions.

City of Des Moines, Iowa
Municipal Housing Agency

Notes to Financial Statements

Note 7. Post-Retirement Benefits (Continued)

Funding policy: The City of Des Moines establishes and amends contribution requirements.

The current funding policy of the City is to pay health insurance premiums as they occur. This arrangement does not qualify as other post employment benefits (OPEB) plan assets under Governmental Accounting Standards Board (GASB) Statement No. 45 for current GASB reporting.

The required contribution is based on projected pay-as-you-go financing. For fiscal year 2008, the Agency contributed \$2,833.

Annual OPEB Cost and Net OPEB Obligation: The City's annual OPEB cost (expense) is calculated based on the annual required contribution (ARC) of the employer, an amount actuarially determined in accordance to the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed 30 years. The following table shows the components of the City's annual OPEB cost for the year as it pertains to the City of Des Moines, Iowa Municipal Housing Agency enterprise fund, the amount actuarially contributed to the plan, and changes in the City's annual OPEB obligation:

Annual required contribution	\$ 27,804
Interest on net OPEB obligation	-
Adjustment to annual required contribution	-
Annual OPEB cost (expense)	<u>27,804</u>
Contributions and payments made	<u>2,833</u>
Increase in net OPEB obligation	24,971
Net OPEB obligation, July 1, 2007	-
Net OPEB obligation, June 30, 2008	<u><u>\$ 24,971</u></u>

The City's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for fiscal year 2008 follows. This is the transition year of GASB Statement No. 45.

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June 30, 2008	\$ 27,804	10.19%	\$ 24,971

Funded status and funding progress: As of July 1, 2007, the most recent actuarial valuation date, the plan was 0 percent funded. The Agency's portion of the City's actuarial accrued liability for benefits was \$155,776 and the actuarial value of assets is none resulting in an unfunded actuarial accrued liability (UAAL) of \$(155,776). The results of the July 1, 2007 valuation were rolled forward to July 1, 2008. The actuarial accrued liability for benefits was \$155,776 and the actuarial value of assets is none resulting in an unfunded actuarial accrued liability (UAAL) of \$(155,776) as of July 1, 2008. The covered payroll (annual payroll of active employees covered by the plan) was \$3,064,325 and the ratio of the UAAL to the covered payroll was 5.1 percent.

City of Des Moines, Iowa
Municipal Housing Agency

Notes to Financial Statements

Note 7. Post-Retirement Benefits (Continued)

Actuarial estimates of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about the future employment, mortality and the health care cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial methods and assumptions: Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and included the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspectives of the calculations.

In the July 1, 2007 actuarial valuation, project unit credit method was used. The actuarial assumptions included a 4.5 percent discount rate, an annual health care cost trend rate of 10 percent reduced by decrements of .55 percent annually to an ultimate rate of 5 percent for medical and prescription costs, and annual health care cost trend rate of 6.5 percent for dental and related administrative costs. The UAAL is being amortized as a closed level dollar. The amortization of UAAL is done over a period of 30 years.

Note 8. Noncurrent Liabilities

The following is a summary of changes in noncurrent liabilities for the year ended June 30, 2008:

	June 30, 2007	Additions	Decreases and Payments	June 30, 2008	Amount Due in One Year
Compensated absences including sick leave	\$ 238,224	\$ 52,426	\$ 52,458	\$ 238,192	\$ 81,180
Due to self-sufficiency participation	\$ 49,506	\$ 75,305	\$ 64,551	\$ 60,260	\$ -

The above liabilities will be liquidated with resources available from the Agency's operations.

Note 9. Risk Management

The Agency is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Agency carries commercial insurance for risks. The Agency contracts with reputable carriers and utilizes deductibles ranging from \$250 to \$2,500.

Settled claims have not exceeded available coverage in the past three years. There has been no significant reduction on insurance coverage from the prior year.

Notes to Financial Statements

Note 10. Contingencies

The Agency is involved in various legal actions arising in the ordinary course of business. The Agency is vigorously contending these legal actions and, in the opinion of the Assistant City Attorney, the Agency has adequate legal defenses with respect to these actions and does not believe that they will materially affect the Agency's financial position.

Note 11. New Pronouncements

The Agency implemented the following GASB Statements:

- GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postretirement Benefits Other Than Pensions*. This Statement established standards for the measurement, recognition and display of other postemployment benefits expenses and related liabilities of assets, note disclosures and, if applicable required supplementary information in the financial reports. As a result, the Agency has recorded a liability of \$24,971 and added footnote disclosures pertaining to the plan.
- GASB Statement No. 48, *Sales and Pledges of Receivables and Future Revenues and Intra-Entity Transfers of Assets and Future Revenues*. This Statement establishes accounting and financial reporting standards for transactions in which an entity receives, or is entitled to, resources in exchange for future cash flows generated by collecting specific receivables or specific future revenues. It also provides disclosure requirements for an entity that pledges or commits future cash flows from a specific revenue source. In addition, this Statement establishes accounting and financial reporting standards for intra-entity transfers of assets and future revenues. This Statement had no effect on the financial statements.
- GASB Statement No. 50, *Pension Disclosures*, an amendment of GASB Statements No. 25 and No. 27. This Statement more closely aligns the financial reporting requirements for pensions with those for other postemployment benefits (OPEB) and, in doing so, enhances information disclosed in notes to the financial statements or presented as required supplementary information (RSI) by pension plans and by employers that provide pension benefits. This Statement had no effect on the financial statements.

The GASB has issued the following statements which have not yet been implemented by the Agency. The statements which might impact the City are as follows:

- GASB Statement No. 49, *Accounting and Financial Reporting for Pollution Remediation Obligations*, issued November 2006, will be effective for the Agency beginning with its year ending June 30, 2009. This Statement addresses accounting and financial reporting standards for pollution (including contamination) remediation obligations, which are obligations to address the current or potential detrimental effects of existing pollution by participating in pollution remediation activities, such as site assessments and cleanups. This standard requires the Agency to estimate the components of expected pollution remediation outlays and determine whether the outlays for those components should be accrued as a liability or, if appropriate, capitalized when goods and services are acquired.

Notes to Financial Statements

Note 11. New Pronouncements (Continued)

- GASB Statement No. 51, *Accounting and Financial Reporting for Intangible Assets*, issued July 2007, will be effective for the Agency beginning with its year ending June 30, 2010. This Statement provides guidance regarding how to identify, account for and report intangible assets. The new standard characterizes an intangible asset as an asset that lacks physical substance, is nonfinancial in nature and has an initial useful life extending beyond a single reporting period. Examples of intangible assets include easements, computer software, water rights, timber rights, patents and trademarks. This standard provides that intangible assets be classified as capital assets (except for those explicitly excluded from the scope of the new standard, such as capital leases). Relevant authoritative guidance for capital assets should be applied to these intangible assets.
- GASB Statement No. 52, *Land and Other Real Estate Held as Investments by Endowments*, issued November 2007, will be effective for the Agency beginning with its year ending June 30, 2009. This Statement establishes consistent standards for the reporting of land and other real estate held as investments. Endowments were previously required to report their land and other real estate held for investment purposes at historical cost. However, such investments are reported at fair value by similar entities, such as pension plans. The Statement requires endowments to report land and other real estate investments at fair value. The changes in the fair value are to be reported as investment income.
- GASB Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, issued June 2008, will be effective for the Agency beginning with its year ending June 30, 2010. This Statement will improve how state and local governments report information about derivative instruments in their financial statements. The Statement specifically requires governments to measure most derivative instruments at fair value in their financial statements that are prepared using the economic resources measurement focus and the accrual basis of accounting. The guidance in this Statement also addresses hedge accounting requirements.

The Agency's management has not yet determined the effect these statements will have on the Agency's financial statements.

City of Des Moines, Iowa
Municipal Housing Agency

Required Supplementary Information
Other Postemployment Benefit Plan

SCHEDULE OF FUNDING PROGRESS

Fiscal Year Ended	Actuarial Valuation Date	Actuarial Value of Net Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded (Over-funded) AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll [(b-a)/c]
2008	07/01/2007	\$ -	\$ 155,776	\$ 155,776	- %	\$ 3,064,325	5.1%

NOTE: Fiscal year 2008 is the transition year for GASB Statement No. 45

The information presented in the required supplementary schedule was determined as part of the actuarial valuation as of July 1, 2007. Additional information follows:

1. The cost method used to determine the ARC is the Projected Unit Credit Actuarial Cost method.
2. There are no plan assets.
3. Economic assumptions are as follows: health care cost trend rates of 5.0-10.0 percent; discount rate of 4.5 percent.
4. The amortization method is closed, level dollar.

City of Des Moines, Iowa
Municipal Housing Agency

Schedule of Expenditures of Federal Awards
Year Ended June 30, 2008

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Federal Expenditures
U.S. Department of Housing and Urban Development		
Direct Programs:		
Public and Indian Housing	14.850	\$ 1,435,651
Lower Income Housing Assistance Program Moderate Rehabilitation	14.856	152,566
Section 8 Housing Choice Vouchers	14.871	13,319,656
Public Housing Capital Fund	14.872	820,272
Disaster Voucher Program	14.871	50,434
Public Housing FSS	14.877	20,048
Section 8 Housing Choice Vouchers - VASH	14.871	27,024
Total U.S. Department of Housing and Urban Development		<u>15,825,651</u>
U.S. Department of Homeland Security Disaster Housing Assistance	97.109	<u>24,333</u>
Total federal awards expended		<u><u>\$ 15,849,984</u></u>

See Accompanying Notes to Schedule of Expenditures of Federal Awards.

City of Des Moines, Iowa
Municipal Housing Agency

Notes to Schedule of Expenditures of Federal Awards
Year Ended June 30, 2008

Note 1. Basis of Presentation

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, for the year ended June 30, 2008. All federal financial assistance received directly from federal agencies as well as federal financial assistance passed through other government agencies expended during the year is included in the schedule. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments and Nonprofit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the fund's financial statements.

Note 2. Significant Accounting Policies

Revenue from federal awards is recognized when earned and expenses are recognized when the liability has been incurred.

City of Des Moines, Iowa
Municipal Housing Agency

Summary Schedule of Prior Audit Findings
Year Ended June 30, 2008

Finding Number	Comment	Status	Corrective Action or Other Explanation
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No findings were reported in the prior years schedule of findings and questioned costs.

McGladrey & Pullen

Certified Public Accountants

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

To the Public Housing Board and the
Honorable Mayor and Members of the City Council
City of Des Moines, Iowa
Des Moines, Iowa

We have audited the financial statements of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, as of and for the year ended June 30, 2008, and have issued our report thereon dated November 14, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City of Des Moines, Iowa Municipal Housing Agency's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Des Moines, Iowa Municipal Housing Agency's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City of Des Moines, Iowa Municipal Housing Agency's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with accounting principles generally accepted in the United States of America such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as 08-II-A to be a significant deficiency in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, of the significant deficiency described above, we consider item 08-II-A to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Des Moines, Iowa Municipal Housing Agency's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The City of Des Moines, Iowa Municipal Housing Agency's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. We did not audit the Agency's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the Public Housing Board, City Council, management and federal awarding agencies and is not intended to be and should not be used by anyone other than those specified parties.

McGladrey & Pullen, LLP

Davenport, Iowa
November 14, 2008

McGladrey & Pullen

Certified Public Accountants

Independent Auditor's Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133

To the Public Housing Board and the
Honorable Mayor and Members of the City Council
City of Des Moines, Iowa
Des Moines, Iowa

Compliance

We have audited the compliance of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, with the types of compliance requirements described in the U. S. Office of Management and Budget (OMB) Circular A-133, *Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2008. The City of Des Moines, Iowa Municipal Housing Agency's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the City of Des Moines, Iowa Municipal Housing Agency's management. Our responsibility is to express an opinion on the City of Des Moines, Iowa Municipal Housing Agency's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments and Nonprofit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City of Des Moines, Iowa Municipal Housing Agency's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the City of Des Moines, Iowa Municipal Housing Agency's compliance with those requirements.

In our opinion, the Agency complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2008. However, the results of our auditing procedures disclosed an instance of noncompliance with those requirements that is required to be reported in accordance with OMB Circular A-133 and which is described in the accompanying schedule of findings and questioned costs as items 08-III-A.

Internal Control Over Compliance

The management of the City of Des Moines, Iowa Municipal Housing Agency is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the City of Des Moines, Iowa Municipal Housing Agency's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Des Moines, Iowa Municipal Housing Agency's internal control over compliance.

A control deficiency in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by any entity's internal control.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

The Agency's response to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. We did not audit the Agency's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the Public Housing Board, City Council, management and federal awarding agencies and is not intended to be and should not be used by anyone other than those specified parties.

McGladrey & Pullen, LLP

Davenport, Iowa
November 14, 2008

City of Des Moines, Iowa
Municipal Housing Agency

Schedule of Findings and Questioned Costs
Year Ended June 30, 2008

I. Summary of the Independent Auditor's Results

Financial Statements

Type of auditor's report issued: Unqualified

Internal control over financial reporting:

- Material weakness(es) identified? Yes No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? Yes None Reported
- Noncompliance material to financial statements noted? Yes No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? Yes No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? Yes None Reported

Type of auditor's report issued on compliance for major programs: Unqualified

- Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133? Yes No

Identification of major program:

CFDA Number	Name of Federal Program or Cluster
14.871	Section 8 Housing Choice Vouchers; Disaster Voucher Program
14.871	Section 8 Housing Choice Vouchers - VASH

Dollar threshold used to distinguish between type A and type B programs: \$475,499

Auditee qualified as low-risk auditee? Yes No

(Continued)

Schedule of Findings and Questioned Costs (Continued)
Year Ended June 30, 2008

II. Findings Relating to the Financial Statements as Required to be Reported in Accordance with Generally Accepted Government Auditing Standards

A. Material Weakness in Internal Control Over Financial Reporting

08-II-A

Finding: The Agency was not calculating depreciation expense on capital assets correctly during the fiscal year.

Condition: The Agency maintains the capital asset information and computes depreciation expense in a capital asset software. For the current year, the depreciation expense calculations were not correctly computing in the software. After the discovery of these incorrect calculations, management manually recomputed the depreciation expense and accumulated depreciation for fiscal year ending June 30, 2008 to adjust these balances to their appropriate balances.

Context: Pervasive to depreciation expense and accumulated depreciation.

Effect: Materially misstated depreciation expense and accumulated depreciation.

Recommendation: We recommend the Agency review their capital asset process to ensure the correct amounts of depreciation expense are being calculated and posted on an annual basis.

Response and Corrective Action Plan: The City of Des Moines, Iowa Municipal Housing Agency has corrected the depreciation expenses and accumulated depreciation for fiscal year ended June 30, 2008. We will continue recording depreciation manually for the following fiscal year to ensure depreciation expense is being calculated correctly.

B. Compliance Findings

None

III. Findings and Questioned Costs for Federal Awards

A. Significant Deficiencies in Administering Federal Awards

None

(Continued)

Schedule of Findings and Questioned Costs (Continued)
Year Ended June 30, 2008

B. Compliance Findings

08-III-A

U.S. Department of Housing and Urban Development
Section 8 Housing Choice Vouchers – VASH (CFDA 14.871)
Federal Award Year: 2008

Finding: The Agency made FSS escrow payments for an individual in the program at the incorrect amount.

Criteria: Section 984.305 under Title 24 of the National Affordable Housing Act allows payments to be made to an escrow account for individuals in the program meeting certain criteria. The FSS escrow payment is calculated for very low, or low income families using the lesser of 30 percent, or 50 percent, respectively, of current monthly adjusted income less the family rent from the effective date of the contract of participation; or the current family rent less the family rent at the time of the effective date of the contract of participation.

Condition: The individual's escrow payment was recalculated by the Agency due to a change in tenant income, but the new calculation was not forwarded to the accounting department to adjust the payment amount made on a monthly basis.

Questioned Costs: \$518

Prevalence: FSS escrow payments

Effect: Incorrect FSS escrow payments are distributed.

Recommendation: We recommend the Agency review the payments made to the escrow account on a periodic basis to the tenant files to ensure the proper amounts are being paid. Any changes to the calculations should go through a formal process that requires both program managers and accounting personnel to sign the calculation and document the change made in the system.

Response and Corrective Action Plan: The instance above was a staff error and has been corrected. This Agency will create a report to enable the program manager to monitor on a monthly basis the housing certification escrow amount to ensure it matches the escrow contribution on the escrow statement. If errors are found, the program manager will document the participant file to detail the error and the correction made.

City of Des Moines, Iowa
Municipal Housing Agency

Corrective Action Plan
Year Ended June 30, 2008

Current Number	Comment	Corrective Action Plan	Anticipated Date of Completion	Contact Person
Material Weakness in Internal Control Over Financial Reporting:				
08-II-A	The Agency was not calculating depreciation expense on capital assets correctly during the fiscal year.	See corrective action plan at 08-II-A.	June 30, 2009	Scott Littell - Accounting Manager
Compliance Finding in Administering Federal Awards:				
08-III-A	The Agency made FSS escrow payments for an individual in the program at the incorrect amount.	See corrective action plan at 08-III-A.	June 30, 2009	Scott Littell - Accounting Manager

Asset Management

On a monthly basis, DMMHA meets to discuss occupancy rates, monthly and year-to-date budgets, waiting lists, move-ins, move-outs, unit turnaround time, lease enforcement, inspections, and work order items. This reporting is done specifically for each project.

Additionally, on a monthly basis DMMHA meets to review capital needs of property and to review the Capital Funds Programs. This meeting consists of monitoring the current contracts, CFP grants, energy efficiency needs, and capital needs of our properties. This allows us to prioritize our resources in each property to maximize our effectiveness.

Violence Against Women Act

Statement of Activities

In support of the Violence Against Women Act the Des Moines Municipal Housing Agency has implemented the following activities:

- 1. Educational flyers have been sent to all Section 8 and Public Housing participants and to all Section 8 property owners notifying them of the requirements of the Act and their rights and responsibilities.**
- 2. Informational flyers have been included in the Section 8 briefing and leasing packets and the Public Housing leasing packets notifying new participants of the requirements of the Act and their rights and responsibilities.**
- 3. An educational presentation will be made to Section 8 property owners at an Owner's Briefing session on an annual basis.**
- 4. Victims of Domestic violence may qualify for a waiting list preference for the Public Housing program.**
- 5. Both the Section 8 and Public Housing programs have developed Family break-up policies that give special consideration to victims of domestic violence.**
- 6. Staff will receive training from the local community service provider to enhance awareness and increase knowledge of local resources for individuals covered under the Act.**

There are no changes regarding violence against women since the last plan submission

Agency Plan July 1, 2009 through June 30, 2010

Demolition – Planned

The Des Moines Municipal Housing Agency (DMMHA) anticipates the submittal of a demolition application for the following property: Project IA0000005

1525/1527 E 33rd Street – duplex, 2 bedroom, built in 1980, 2 story, single car garage for each unit

An application is planned to be submitted in September 2009 with a start date projected to be October 2009 and a projected completion date of January 2010.

Disposition – Planned

The DMMHA anticipates the submittal of a disposition application for the following units that are currently vacant and in the approved 5(h) Affordable Homeownership Program. All of these 25 units are single family homes. Project IA0000006

		Year Built		Bedroom
1	IDAHO ST 1373	1957	1 story	2
2	DE WOLF ST 1545	1959	1 story	3
3	TWENTY-FOURTH ST 1915	1960	1 story	3
4	INDIANA AVE 314	1917	1 story	2
5	SEVENTEENTH ST E 1251	1982	1 story	4
6	CAPITOL AVE 1817	1880	1 story	2
7	WADE ST 1223	1913	1 story	2
8	MONDAMIN AVE 1333	1972	1 story	3
9	WASHINGTON AVE 2021	1911	2 story	3
10	FIFTEENTH ST E 1428	1952	1 story	2
11	SEVENTEENTH ST E 1246	1982	1 story	4
12	ALLISON AVE 1827	1971	1 story	3
13	SEVENTEENTH ST E 1239	1982	1 story	3
14	ELEVENTH ST 1125	1913	2 story	3
15	MCCORMICK ST 1248	1982	1 story	4
16	MLK PKWY 3104	1958	1 story	3
17	TENTH ST 2033	1906	1 story	2
18	SEVENTEENTH ST 1423	1905	1 story	2
19	DIXON ST 1515	1982	1 story	3
20	SEVENTEENTH ST E 1233	1982	1 story	3
21	LINCOLN AVE 1618	1942	1 story	2
22	FIFTEENTH PL 1219	1957	1 story	3
23	THIRD ST 3617	1941	1 story	2
24	SEVENTEENTH ST E 1227	1982	1 story	3
25	DIXON ST 1513	1982	1 story	3

An application is planned to be submitted in July 2009 with a projected start date of December 2009 and a projected completion date of December 2010.

Agency Plan July 1, 2009 through June 30, 2010

Conversion of Public Housing

The DMMHA is not currently required to convert any of its Public Housing units to tenant-based assistance. Additionally, the DMMHA is not planning to voluntarily convert any of their Public Housing units to tenant-based; however, there is research being done on its feasibility.

5h Homeownership Program

Since 1992, the City of Des Moines, Municipal Housing Agency has sold single family homes owned by the agency to income eligible buyers. The homes being sold are located throughout the City of Des Moines and were once rented as Public Housing. The 5h Homeownership Program is available to the public; single persons or families. The purchaser must have an annual income of at least \$20,000 per year and can not exceed 80% of area median income. Interested buyers must fill out an application, obtain loan pre-approval from a DMMHA approved lender, and go through a screening process (rental history, criminal history check, etc.). Once a home is selected for purchase, DMMHA completes a rehab of the home. A licensed real estate appraiser appraises the home for its current market value. DMMHA sells the home to the eligible buyer for 2/3 the appraised value. A 2nd mortgage is filed against the property for the other 1/3 value. When the buyer has lived in the home for 7 years, the DMMHA office will remove the 1/3 lien.

Current projects and available units are listed below:

Project IA020000006 – 61 units

Section 8 Housing Choice Voucher Homeownership

DMMHA is in the process of developing a Section 8 Housing Choice Voucher Homeownership program. Finalization of the plan and implementation of the program should occur in the next year. Homeownership vouchers will be targeted to families participating in the Family Self-Sufficiency program.

Section 8 Project-Based Vouchers

In an effort to increase voucher utilization and create additional leasing opportunities for low and moderate income families and to leverage private resources in the community, Des Moines Municipal Housing Agency may implement a Section 8 Project-Based Voucher program.

Fifty vouchers are being projected for use in the program and the general location will be in census tracts with poverty rates at less than 20% within our jurisdiction.

Des Moines Municipal Housing Agency believes this is consistent with the goals and objectives of our Agency Plan and believes our past experience in the Moderate Rehabilitation program will assist in the implementation of an effective program.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary					
PHA Name: City of Des Moines Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50109 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2009 FFY of Grant Approval:
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds	0			
2	1406 Operations (may not exceed 20% of line 21) ³	152,467			
3	1408 Management Improvements	76,234			
4	1410 Administration (may not exceed 10% of line 21)	76,234			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	18,750			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	25,250			
10	1460 Dwelling Structures	364,651			
11	1465.1 Dwelling Equipment—Nonexpendable	0			
12	1470 Non-dwelling Structures	18,750			
13	1475 Non-dwelling Equipment	11,250			
14	1485 Demolition	0			
15	1492 Moving to Work Demonstration	0			
16	1495.1 Relocation Costs	18,750			
17	1499 Development Activities ⁴	0			
18a	1501 Collateralization or Debt Service paid by the PHA	0			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0			
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 – 19)	762,336			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary						
PHA Name: City of Des Moines Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50109 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2009 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
Signature of Executive Director		Date	Signature of Public Housing Director		Date	
		5/7/09				

Part II: Supporting Pages								
PHA Name: City of Des Moines Iowa Municipal Housing Agency			Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50109 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide <input checked="" type="checkbox"/>	Operations	1406		152,467				
PHA Wide	Management Improvements	1408		76,234				
PHA Wide	Administration	1410		76,234				
Fees & Cost	Architectural & Engineering	1430		18,750				
PHA Wide Non- <input checked="" type="checkbox"/>	(a) computer equipment	1475.1		8,000				
Dwelling Equip	(b) Maintenance Equipment	1475.1		3,250				
PHA Wide	Re-Location Cost	1495.1		18,750				
PHA Wide non-dwelling structures	Admin Bldg Leasehold Improvements	1470		10,000				
	Maintenance Bldg	1470		8,750				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages								
PHA Name: City of Des Moines Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50109 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ₂	Funds Expended ²	
IA020000001	Replace Fan Coil Units	1460		160,000				
Royal View Manor	Install Sewer Cleanouts	1460		15,000				
	Security Updates	1460		5,000				
IA020000002								
East View Manor	Replace Chiller	1460		60,000				
IA020000003	Replace Shower Stalls	1460		72,151				
South View Manor	Update Community Room	1460		40,000				
IA020000004	Site Improvements	1450		20,000				
Haven Homes	Security Updates	1460		5,000				
PHA Wide								
Scattered Sites	Concrete Replacement	1450		5,250				
	Roof Replacement	1460		7,500				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: City of Des Moines Iowa Municipal Housing Agency					Federal FFY of Grant: 2009
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
IA020000001-RVM	9/14/11		9/14/13		
IA020000002-EVM	9/14/11		9/14/13		
IA020000003-SVM	9/14/11		9/14/13		
IA020000004-Haven	9/14/11		9/14/13		
PHA Wide Mod	9/14/11		9/14/13		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary						
PHA Name: City of Des Moines Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50106 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2006 FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/08 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³	239,430	214,245	214,245	214,245	
3	1408 Management Improvements	119,715	57,125	57,125	57,125	
4	1410 Administration (may not exceed 10% of line 21)	116,124	103,910	103,910	103,910	
5	1411 Audit	0				
6	1415 Liquidated Damages	0				
7	1430 Fees and Costs	28,584	25,580	25,580	25,580	
8	1440 Site Acquisition	0	0			
9	1450 Site Improvement	50,000	5,142	5,142	5,142	
10	1460 Dwelling Structures	512,662	573,753	571,056	571,056	
11	1465.1 Dwelling Equipment—Nonexpendable	7,062	7,555	7,555	7,555	
12	1470 Non-dwelling Structures	20,000	17,900	1,526	1,526	
13	1475 Non-dwelling Equipment	95,771	80,695	8,261	8,261	
14	1485 Demolition	0	0			
15	1492 Moving to Work Demonstration	0	0			
16	1495.1 Relocation Costs	7,781	16,970	16,970	16,970	
17	1499 Development Activities ⁴	0	0	0	0	
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0	
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0	
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2 – 19)	1,197,149	1,102,875	1,011,371	1,011,371	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security – Soft Costs					
24	Amount of line 20 Related to Security – Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures					

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Part I: Summary				
PHA Name: City of Des Moines Iowa Municipal Housing Agency	Grant Type and Number Capital Fund Program Grant No. IA05-PO20-50106 Replacement Housing Factor Grant No: Date of CFFP: _____	FFY of Grant: 2006	FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹
	<input checked="" type="checkbox"/>	Original	Revised ²	Obligated Expended
Signature of Executive Director 		Date 5/7/09	Signature of Public Housing Director Date	

Part II: Supporting Pages								
PHA Name: City of Des Moines Iowa Municipal Housing Agency			Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50106 CFFP (Yes No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2006		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide <input checked="" type="checkbox"/>	Operations	1406		239,430	214,245	214,245	214,245	
PHA Wide	Management Improvements	1408		107,125	57,125	57,125	57,125	
PHA Wide	Administration	1410		116,124	103,910	103,910	103,910	
Fees & Cost	Architectural & Engineering	1430		28,584	25,580	25,580	25,580	
	A & E Misc. Expense	1430		500	0	0	0	
PHA Wide Non- <input checked="" type="checkbox"/>	(a) computer equipment	1475.1		25,775	37,434	0	0	
Dwelling Equip	(b) Maintenance Equipment	1475.2		5,000	6,600	6,600	6,600	
	(c) Maintenance Vehicle	1475.3		50,000	35,000	0	0	
<input checked="" type="checkbox"/>	(d) Expendable Equipment <input checked="" type="checkbox"/>	1475.9 <input checked="" type="checkbox"/>		0 <input checked="" type="checkbox"/>	1,661 <input checked="" type="checkbox"/>	1,661 <input checked="" type="checkbox"/>	1,661 <input checked="" type="checkbox"/>	
PHA Wide <input checked="" type="checkbox"/>	Appliance Replacements <input checked="" type="checkbox"/>	1465.1 <input checked="" type="checkbox"/>		7,062 <input checked="" type="checkbox"/>	7,555 <input checked="" type="checkbox"/>	7,555 <input checked="" type="checkbox"/>	7,555 <input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	Re-Location Cost <input checked="" type="checkbox"/>	1495.1 <input checked="" type="checkbox"/>		7,781 <input checked="" type="checkbox"/>	16,970 <input checked="" type="checkbox"/>	16,970 <input checked="" type="checkbox"/>	16,970 <input checked="" type="checkbox"/>	
PHA Wide non-dwelling structures	Admin Bldg Leasehold Improvements	1470		10,000 <input checked="" type="checkbox"/>	17,900	1,526	1,526	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages								
PHA Name: City of Des Moines Iowa Municipal Housing Agency			Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50106 CFFP (XX No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2006		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ₂	Funds Expended ²	
IA020000001	Replace Boilers	1460		125,000	20,575	20,575	20,575	
Royal View Manor	504 Compliance	1460		0	122,056	122,056	122,056	
	Security Updates	1460		0	2,989	2,989	2,989	
	Mod Rehab	1460		0	53,137	53,137	53,137	
	Landscape Improvements	1450		0	2,010	2,010	2,010	
	Concrete Repairs	1450		0	1,042	1,042	1,042	
IA020000002	HVAC	1460		0	100	99	99	
Eat View Manor	Mod Rehab	1460		0	15,459	15,459	15,459	
IA020000003	Exterior Repairs	1460		0	7,891	7,891	7,891	
South View Manor	504 Compliance	1460		0	40,462	40,462	40,462	
	Mod Rehab	1460		0	25,193	25,193	25,193	
IA020000004	Replace Boilers	1460		112,662	171,334	168,637	168,637	
Haven Homes	Mod Rehab	1460		0	51,421	51,421	51,421	
	504 Compliance	1460		0	59,744	59,744	59,744	
	Security Updates	1460		0	1,533	1,533	1,533	
	Landscape Improvements	1450		0	1,090	1,090	1,090	
	Concrete Repairs	1450		0	1,000	1,000	1,000	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: City of Des Moines Iowa Municipal Housing Agency					Federal FFY of Grant: 2006
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
IA020000001-RVM	9/14/08		9/14/10		
IA020000002-EVM	9/14/08		9/14/10		
IA020000003-SVM	9/14/08		9/14/10		
IA020000004-Haven	9/14/08		9/14/10		
PHA Wide Mod	9/14/08		9/14/10		


¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary					
PHA Name: City of Des Moines Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50107 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2007 FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/08 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	214,245	201,879	0	0
3	1408 Management Improvements	104,125	100,939	5,527	5,527
4	1410 Administration (may not exceed 10% of line 21)	103,910	100,939	0	0
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	28,580	25,000	22,438	22,438
8	1440 Site Acquisition	0	0		
9	1450 Site Improvement	30,000	27,000	14,249	14,249
10	1460 Dwelling Structures	505,367	474,637	187,305	187,305
11	1465.1 Dwelling Equipment—Nonexpendable	10,000	10,000	481	481
12	1470 Non-dwelling Structures	30,000	27,000	3,977	3,977
13	1475 Non-dwelling Equipment	20,000	20,000	499	499
14	1485 Demolition	0	0		
15	1492 Moving to Work Demonstration	0	0		
16	1495.1 Relocation Costs	25,000	22,000	1,539	1,539
17	1499 Development Activities ⁴	0	0	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 – 19)	1,071,227	1,009,394	236,016	236,016
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Part I: Summary						
PHA Name: City of Des Moines Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50107 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2007 FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
	Signature of Executive Director 	Date 5/7/09		Signature of Public Housing Director	Date	

Part II: Supporting Pages								
PHA Name: City of Des Moines Iowa Municipal Housing Agency			Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50107 CFFP (Yes /No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2007		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide <input checked="" type="checkbox"/>	Operations	1406		214,245	201,879	0	0	
PHA Wide	Management Improvements	1408		104,125	100,939	5,527	5,527	
PHA Wide	Administration	1410		103,910	100,939	0	0	
Fees & Cost	Architectural & Engineering	1430		28,580	25,000	22,438	22,438	
	A & E Misc. Expense	1430		500	0			
PHA Wide Non- <input checked="" type="checkbox"/>	(a) computer equipment	1475.1		10,000	10,000	499	499	
Dwelling Equip	(b) Maintenance Equipment	1475.1		10,000	10,000	0	0	
PHA Wide	Appliance Replacements	1465.1		10,000	10,000	481	481	
	Re-Location Cost	1495.1		25,000	22,000	1,539	1,539	
PHA Wide non-dwelling structures	Admin Bldg Leasehold Improvements	1470		30,000	27,000	3,977	3,977	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages								
PHA Name: City of Des Moines Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50107 CFFP (Yes/No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2007			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
IA020000001	504 Compliant Units	1460		39,367	77,248	38,523	38,523	
Royal View Manor	Replace Horizontal Water Lines	1460		134,270	126,270	0	0	
	Security Updates	1460		5,000	10,002	10,002	10,002	
	Install Sewer Cleanouts	1460		21,000	21,000	0	0	
	Mod Rehab	1460		0	23,605	23,605	23,605	
	Landscape Improvements	1450		0	675	675	675	
	Concrete Replacement	1450		0	1,000	870	870	
IA020000002	Security Updates	1460		5,000	4,092	4,092	4,092	
East View Manor	Replace Doors	1460		0	2,060	2,060	2,060	
	Mod Rehab	1460		0	905	905	905	
	Concrete Replacement	1450		0	2,000	1,700	1,700	
	Landscape Improvements	1450		0	4,325	4,140	4,140	
IA020000003	Replace Doors	1460		75,000	2,900	2,900	2,900	
South View Manor	Mod Rehab	1460		0	10,606	10,358	10,358	
	Window Replacement	1460		0	26,918	0	0	
	HVAC	1460		0	5,138	5,138	5,138	
	Security Updates	1460		0	2,867	2,867	2,867	
	Concrete Replacement	1450		0	2,000	1,250	1,250	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: City of Des Moines Iowa Municipal Housing Agency					Federal FFY of Grant: 2007
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
IA020000001-RVM	9/14/09		9/14/11		
IA020000002-EVM	9/14/09		9/14/11		
IA020000003-SVM	9/14/09		9/14/11		
IA020000004-Haven	9/14/09		9/14/11		
PHA Wide Mod	9/14/09		9/14/11		

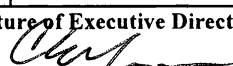
¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary					
PHA Name: City of Des Moines Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50108 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2008 FFY of Grant Approval:
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/08 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds	0		0	0
2	1406 Operations (may not exceed 20% of line 21) ³	201,879	152,467	0	0
3	1408 Management Improvements	100,939	76,234	0	0
4	1410 Administration (may not exceed 10% of line 21)	100,939	76,234	0	0
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	25,000	18,750	0	0
8	1440 Site Acquisition	0	0		
9	1450 Site Improvement	27,000	20,250	0	0
10	1460 Dwelling Structures	478,637	362,151	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	10,000	7,500	0	0
12	1470 Non-dwelling Structures	25,000	18,750	0	0
13	1475 Non-dwelling Equipment	15,000	11,250	0	0
14	1485 Demolition	0	0		
15	1492 Moving to Work Demonstration	0	0		
16	1495.1 Relocation Costs	25,000	18,750	0	0
17	1499 Development Activities ⁴	0	0	0	0
18a	1501 Collateralization or Debt Service paid by the PHA	0	0	0	0
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 – 19)	1,009,394	762,336	0	0
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Part I: Summary				
PHA Name: City of Des Moines Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50108 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2008 FFY of Grant Approval:
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹
	<input checked="" type="checkbox"/>	Original	Revised ²	Obligated Expended
Signature of Executive Director 		Date 5/7/09	Signature of Public Housing Director Date	

Part II: Supporting Pages								
PHA Name: City of Des Moines Iowa Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50108 CFFP (Yes/No): Replacement Housing Factor Grant No:				Federal FFY of Grant: 2008		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide <input checked="" type="checkbox"/>	Operations	1406		201,879	152,467	0	0	
PHA Wide	Management Improvements	1408		100,839	76,234	0	0	
PHA Wide	Administration	1410		100,839	76,234	0	0	
Fees & Cost	Architectural & Engineering	1430		24,500	18,750	0	0	
	A & E Misc. Expense	1430		500	0			
PHA Wide Non- <input checked="" type="checkbox"/> Dwelling Equip	Computer equipment	1475		10,000	11,250	0	0	
PHA Wide	Appliance Replacements	1465.1		10,000	7,500	0	0	
	Re-Location Cost	1495.1		25,000	18,750	0	0	
PHA Wide non-dwelling structures	Admin Bldg Leasehold Improvements	1470		15,000	18,750	0	0	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part II: Supporting Pages								
PHA Name: City of Des Moines Iowa Municipal Housing Agency			Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50108 CFFP (Yes/No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2008		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ₂	Funds Expended ²	
IA020000001	Replace Fan Coil Units	1460		244,000	183,000	0	0	
Royal View Manor	Install Sewer Cleanouts	1460		20,000	15,000	0	0	
	Security Updates	1460		5,000	3,750	0	0	
	Concrete Replacement	1450		0	1,000	0	0	
IA020000002	Security Updates	1460		5,000	3,750	0	0	
East View Manor	Concrete Replacement	1450		0	2,000	0	0	
						0	0	
IA020000003	Tuckpoint Exterior	1460		179,637	137,901	0	0	
South View Manor	Security Updates	1460		5,000	3,750	0	0	
	Mod Rehab	1460		0	0	0	0	
	Concrete Replacement	1450		0	2,000			
IA020000004	Security Updates	1460		5,000	3,750	0	0	
Haven Homes	Mod Rehab	1460		0	0	0	0	
	Concrete Replacement	1450		17,000	6,000	0	0	
PHA Wide	Concrete Replacement	1450		10,000	9,250	0	0	
Scattered Sites	Roof Replacement	1460		15,000	11,250		0	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: City of Des Moines Iowa Municipal Housing Agency					Federal FFY of Grant: 2008
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
IA020000001-RVM	9/14/10		9/14/12		
IA020000002-EVM	9/14/10		9/14/12		
IA020000003-SVM	9/14/10		9/14/12		
IA020000004-Haven	9/14/10		9/14/12		
PHA Wide Mod	9/14/10		9/14/12		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary						
PHA Name/Number City of Des Moines IA Municipal Housing Agency –IA05-PO20		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2009</u>	Work Statement for Year 2 FFY <u>2010</u>	Work Statement for Year 3 FFY <u>2011</u>	Work Statement for Year 4 FFY <u>2012</u>	Work Statement for Year 5 FFY <u>2013</u>
B.	Physical Improvements Subtotal	Annual Statement	389,901	389,901	389,901	389,901
C.	Management Improvements		76,234	76,234	76,234	76,234
D.	PHA-Wide Non-dwelling Structures and Equipment		30,000	30,000	30,000	30,000
E.	Administration		76,234	76,234	76,234	76,234
F.	Other		37,500	37,500	37,500	37,500
G.	Operations		152,467	152,467	152,467	152,467
H.	Demolition		0	0	0	0
I.	Development		0	0	0	0
J.	Capital Fund Financing – Debt Service		0	0	0	0
K.	Total CFP Funds		762,336	762,336	762,336	762,336
L.	Total Non-CFP Funds		0	0	0	0
M.	Grand Total		762,336	762,336	762,336	762,336

Part I: Summary (Continuation)

PHA Name/Number		Locality (City/county & State)				<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY _____	Work Statement for Year 2 FFY _____	Work Statement for Year 3 FFY _____	Work Statement for Year 4 FFY _____	Work Statement for Year 5 FFY _____	
		Annual Statement					

PHA PLAN

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs.

The DMMHA gathered statistics from the 2000 Comprehensive Housing Affordability Strategy (CHAS) "Housing Problems Output", US Census Bureau, American Fact Finder 2007 American Community Survey Data Profile Highlights and the City of Des Moines Consolidated Plan to assess this element.

After analyzing the above sources, the DMMHA has found that the main barrier that renters encounter in our jurisdiction of Polk County, Iowa is the affordability of rental units. Regardless of age, race, ethnicity or disability, 29,988 renters in the jurisdiction have incomes of less than 80% of the area median income (AMI). Of those, 9,336 have incomes of less than 30% of AMI. The supply of rental units in itself appears adequate on the surface, however, affordable rental units remain difficult to find when you factor in other expenses which are increasing each year such as groceries, utility costs, health care costs and gasoline costs.

The DMMHA participates in the Polk County Housing Continuum, a collaboration of several housing and social service providers in the community, that work to identify and address various needs of families in our community, including affordable housing issues. The Continuum began gathering data from each participating Agency in an effort to obtain an overall view of the needs of the community and ways of addressing those needs.

To identify and address the needs of individuals with Limited English Proficiency (LEP), the DMMHA conducted the four factor analysis recommended by Housing and Urban Development to determine which LEP groups should be addressed to ensure meaningful access to our programs and activities. The DMMHA also works closely with local language interpretation service providers to ensure program access and understanding by the special populations. The DMMHA has also implemented the Language Line Interpretation service to aid in communications with persons with Limited English Proficiency.

The DMMHA also found that the barriers that disabled renters encounter are not only the affordability of rental units, but also supply and quality of rental units. Some accessible units are available throughout the jurisdiction, however, they often do not meet the financial or disability related needs of the renters. The DMMHA includes a listing of properties with accessible units in the briefing packet given to applicants at the time they receive their voucher.

The barriers identified by DMMHA are consistent with the findings of the City of Des Moines Consolidated Plan and are consistent with what we are seeing in the applicants for our Programs.

The DMMHA uses the City of Des Moines web-site for additional outreach and monitoring of the waiting lists. Applicants are able to obtain information regarding their position on the waiting list through the web-site as well.

9.1 Strategy for Addressing Housing Needs. Provide a 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.

The DMMHA's strategies for addressing the housing needs of families in the jurisdiction and on the waiting list include maximizing the number of affordable units available by employing effective maintenance and management policies to minimize the number of Public Housing units off-line, reduce the time to renovate and lease Public Housing units and reduce the turnover time for vacated Public Housing units.

The DMMHA intends to maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of the program and by establishing payment standards that will enable families to rent units throughout the jurisdiction.

The DMMHA will continue to apply for additional Section 8 Vouchers should they become available. The DMMHA is currently applying for 78 additional vouchers as a result of a Section 236 project owner mortgage pre-payment. We anticipate funding for these vouchers to be available 3/1/09.

The DMMHA continues to consider affordable housing resources in the community such as mixed-finance housing and pursues housing resources other than Public Housing and Section 8 tenant-based assistance as they become available.

The DMMHA has a designated housing program to assist the elderly population through Public Housing. The DMMHA will also apply for special-purpose vouchers targeted to the elderly, should they become available.

The DMMHA assists families with disabilities by carrying out modifications needed in Public Housing based on the Section 504 needs assessment for Public Housing. The DMMHA affirmatively markets to local non-profit agencies that assist families with disabilities and will apply for special-purpose vouchers targeted to families with disabilities, should they become available.

The DMMHA offers the Shared Housing Program to assist renters with special needs in being able to rent units in homes where services are provided on a daily, and sometimes 24 hour, basis in order to address their needs. The DMMHA also provides a list of accessible rental housing units in the briefing packets in the event that a voucher holder is in need of accessible housing. The DMMHA also offers the Congregate Housing program to assist elderly disabled individuals in locating affordable units to meet their needs.

The DMMHA affirmatively markets to races/ethnicities shown to have disproportionate housing needs through local service providers. The DMMHA works closely with local language interpretation service providers to ensure program access and understanding by persons with Limited English Proficiency (LEP). The DMMHA has also implemented the Language Line Interpretation service to aid in communications with persons with Limited English Proficiency. Special outreach is provided for the community's Hispanic population to include providing Spanish language brochures to organizations serving the

Hispanic community. At least annually, or upon availability, the Agency contacts service providers serving the Hispanic community to inform them of the availability of our programs.

The DMMHA maintains waiting lists of eligible applicants for its Section 8 and Public Housing Programs. The Public Housing waiting list for efficiency, one and two bedroom units is open at all times. The Section 8 waiting list opens for a two week period of time approximately once every 18 months. During that two week period of time the Agency receives an average of 3,200 applications for the Section 8 Program. Average turnover for the Section 8 waiting list was 1701 from 7/1/07 – 11/1/08. The waiting list for the Public Housing Program is open and averages around 225 applicants throughout the year. Average turnover for the Public waiting list was 409 from 7/1/07 – 11/1/08. Average turnover for participants in the Section 8 Program is 44 families per month. Average turnover for participants in the Public Housing Program is 6 families per month.

In the event that the waiting list for any program falls below “safe” levels (the Agency will be able to assist each family within one year), the Agency conducts outreach by advertisements on Employee and Family Resources radio station 99.1 KFMG, in local Shoppers, the Des Moines Register and will use the established outreach mailing (both U.S. Postal Service and electronic mail) list including suburban area service providers.

Brochures or flyers are available to describe DMMHA programs and copies of such brochures or flyers will be sent to community centers and service providers which primarily serve low-income neighborhoods. Agency staff participates in the Collaboration for Family Self-Sufficiency, Polk County Housing Continuum, and several other community agencies. Staff regularly makes presentations and distributes program information, all of which provide access to low-income families through service providers.

The DMMHA will continue to evaluate the housing needs of families based on evidence demonstrated in the Consolidated Plan and other information available. The DMMHA will review community priorities regarding housing assistance and consult with local government, advocacy groups, current residents and the Resident Advisory Board to ensure that the strategies above continue to address the housing needs of families in our jurisdiction and on our waiting lists.

STATEMENT OF PROGRESS FIVE YEAR PLAN MISSION AND GOALS

Des Moines Municipal Housing Agency (DMMHA) has evaluated and continues to evaluate all programs, grants, policies and procedures to identify all available financial resources and modify, if necessary, all aspects of program and grant development and implementation.

Des Moines Municipal Housing Agency is working with other community housing and service providers to develop new housing programs and enhance current services to our clients. We actively work with the Polk County Housing Continuum and with developers who will be submitting tax credit applications for the development of affordable housing.

Des Moines Municipal Housing Agency staff has transitioned our Public Housing program to the model of asset management to better manage our 14 developments. Our 14 developments have been reorganized into 6 separate developments and central maintenance and central office expenses have been separated. Staff has been assigned to specific properties and we are able to generate revenue and expense reports by property.

Des Moines Municipal Housing Agency has aggressively increased activity in the Public Housing 5h Homeownership program. For fiscal years 2004-2008, the DMMHA has sold 16, 10, 12, 11 and 4 homes through this program. Applications and program materials are being printed in Spanish to increase outreach to this targeted population.

Des Moines Municipal Housing Agency received approval from HUD on January 25, 2008 to extend the Designated Housing plan for an additional 2 years. The plan allows four of the five Public Housing manors to be rented to elderly only.

Des Moines Municipal Housing Agency is actively working to increase our leasing rates in both the Section 8 and Public Housing programs. At the end of fiscal year 2008, the Section 8 program was utilizing 97% of the funding, while leasing 92% of our vouchers. The Public Housing program at the end of fiscal year 2008 was at 82% occupancy. The Public Housing program is currently focused on the rehabilitation of vacant units.

In March 2008, DMMHA applied for and received funding for the Veterans Affairs Supportive Housing program (VASH). The HUD-VASH program combines HUD housing vouchers for homeless veterans with case management and clinical services provided by the Veterans Affairs (VA). The VA will provide ongoing case management, health and other supportive services to all participants. The VA will refer all eligible HUD-VASH families to DMMHA. DMMHA will administer 35 housing vouchers for this program.

In February of 2008, DMMHA was selected by Housing & Urban Development (HUD) to administer 80 housing vouchers for individuals and families residing in HUD subsidized multifamily properties.

DMMHA continues to administer the Moderate Rehabilitation program. Over the last year 13 units were removed from program when their contracts expired. One additional unit will be removed on 12/31/08 when its contract expires. Only 14 units will remain in the Moderate Rehabilitation program in 2009.

In October of 2005, DMMHA developed and implemented the Katrina Disaster Housing Assistance Program (KDHAP) for evacuees from Hurricane's Katrina and Rita. The KDHAP program ended at the end of February 2006 and remaining families were converted to the Disaster Voucher Program (DVP), another rental assistance program for hurricane evacuees. It is anticipated that funding for the DVP rental assistance program will be exhausted by February of 2009.

In September 2007, DMMHA entered into a grant agreement with FEMA to administer the Disaster Housing Assistance Program (DHAP) a new rental assistance program which also provides case management services. The DHAP program was designed to help previously unassisted Hurricane Katrina and Rita evacuees. Funding for the DHAP program is anticipated until February of 2009.

In November 2008, DMMHA executed a contract for additional funding from FEMA to develop and implement a new Disaster Housing Assistance Program Ike (DHAP-Ike) for evacuees from Hurricanes Ike and Gustav. The DHAP- Ike program will provide rental assistance and case management services. It is anticipated that there will be sufficient funding for the DHAP- Ike Program until March 2010.

In December of 2008 the DMMHA will open its Section 8 waiting list for a two week period of time. DMMHA has averaged receiving over 3,000 applications during the last three opening periods which occur approximately once every 18 months. It is anticipated that the 2008 opening period will be consistent with what has occurred in the past.

Grants have been reviewed and updated, using input from the Resident Assessment survey and comments from residents as guidelines for these revisions.

The Family Self-sufficiency program has two program coordinators funded from grants from HUD. The FSS program coordinators have worked closely with Homeownership staff to assist with obtaining credit reports for FSS participants and to provide educational opportunities and workshops.

Des Moines Municipal Housing Agency has been researching and working with local service providers and will be developing a Section 8 Homeownership plan to work as an additional incentive for our Family Self-sufficiency program participants.

Through a disposition plan for the scattered-site Public Housing units, Des Moines Municipal Housing Agency has increased the Section 8 Voucher allocations by 394 vouchers and will use the public housing sale proceeds to invest in physical improvements in its remaining housing stock and create more affordable housing. As of November 19, 2008 the Des Moines Municipal Housing Agency has sold 336 public housing units from its approved disposition application and continues to work with nonprofits on negotiated sales to continue the use of these properties as affordable housing. Des Moines Municipal Housing Agency has utilized \$1.6 million from the sale of Public Housing units to make needed improvements to Eastview Manor. Eastview Manor is a 50 unit apartment building built in 1977. Since construction, there have been few modernization improvements. These improvements have made this building more competitive in our market for the future. Similar work will begin at Southview Manor in 2009

The Section 8 Management Assessment program (SEMAP) and the Public Housing Assessment System (PHAS) have reflected considerable improvements. Des Moines Municipal Housing Agency was designated as a High Performer for the last seven fiscal years for the Section 8 program. Des Moines Municipal Housing Agency has received a score of 84-91 for the last six years for the Public Housing Program receiving designations of High Performer for two years and Standard Performer for the other four years. Des Moines Municipal Housing Agency is monitoring activity on a quarterly basis and has incorporated the standards established by the U.S. Department of Housing & Urban Development into employee performance evaluations.

Funds allocated by the U.S. Department of Housing & Urban Development for capital improvements for public housing units for all previous fiscal years have been expended or obligated.

Des Moines Municipal Housing Agency has continued to contract with Wesley Community Services to provide two elderly services coordinators to assist elderly and disabled individuals and families in the Public Housing manors obtain the necessary supportive services to allow them to remain independent.

In 2007 implementation of the Violence Against Women Act began with the development of written materials and the development of procedures for implementation of the Act's requirements. Staff training from the Family Violence Center has occurred.

Criteria for Substantial Deviations and Significant Amendments:

Substantial Deviation from the 5 year plan:

Creation of new activities not contained in the current goals or elimination of goals unless mandated by the Department of Housing and Urban Development.

Significant Amendment or Modification to the Annual Plan:

Changes to rent or admission policies or organization of waiting list; deletions of dwelling structure work items under the Capital Fund that will not be funded from another source or change in use of replacement reserve funds; any change with regard to demolition or disposition, designation, homeownership programs or conversion activities that are not mandated by the Department of Housing and Urban Development.

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 7/1/2009, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
- ~~3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.~~
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

City of Des Moines Municipal Housing Agency

IA020

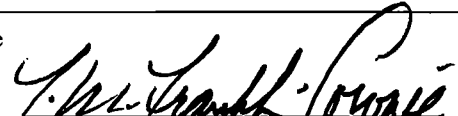
PHA Name

PHA Number/HA Code

_____ 5-Year PHA Plan for Fiscal Years 20____ - 20____

X Annual PHA Plan for Fiscal Years 2009 - 2010

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

Name of Authorized Official T.M. Franklin Cownie	Title Board Chair
Signature 	Date MAR 23 2009

Civil Rights Certification

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Civil Rights Certification**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:


The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

City of Des Moines Municipal Housing Agency

IA020

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	
Name of Authorized Official	T.M. Franklin Cownie
Title	Board Chair
Signature	
Date	MAR 23 2009

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

City of Des Moines Municipal Housing Agency

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Chris Johansen

Title

Director

Signature

X 

Date

3/26/09

Certification of Payments to Influence Federal Transactions

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

Applicant Name

City of Des Moines Municipal Housing Agency

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Chris Johansen

Title

Director

Signature



Date (mm/dd/yyyy)

3/26/09

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

Approved by OMB
0348-0046

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: City of Des Moines Municipal Housing Agency 100 E Euclid #101 Des Moines, IA 50313 Congressional District, if known: #3 of Iowa	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: N/A Congressional District, if known:	
6. Federal Department/Agency: Department of Housing & Urban Development	7. Federal Program Name/Description: CFDA Number, if applicable: N/A	
8. Federal Action Number, if known: N/A	9. Award Amount, if known: \$ N/A	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): N/A	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): N/A	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Chris Johansen</u> Title: <u>Director</u> Telephone No.: <u>515-323-8976</u> Date: <u>3/26/09</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

**DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET**

Approved by OMB
0348-0046

Reporting Entity: City of Des Moines Municipal Housing Agency Page 1 of 1

N/A

The following are comments received from the Resident Advisory Board. These comments were considered and no changes were made to the Plan or policies.

Resident Advisory Board Meeting
January 22, 2009, 5:30 PM

Attendees: Larry Robbins, East View Manor resident
Ernestine Judkins, Highland Park Plaza resident
John Warrington, Section 8 participant

All management staff from the Des Moines Housing Agency

Agency Plan Presentations:
Comments received:

Overview:

- This is what gets submitted to HUD. This got all of Highland Park's attention a couple of years ago when the notice was sent regarding the resident meetings. The residents were unsure of what the notice was about.
- Did you sell 50 apartment buildings in 1977? Was East View Manor built in 1977?

Eligibility:

- Has that dropped, 30% to 40% income?
- Do you know how many people live at East View Manor?
- What is the evacuation plan for fire?
- I figured out the problem with the eaves, the snow was piling up on there and when it melted the water had no where to go, that is why there are icicles hanging from the building.

Admin Plan and ACO:

- That's the time you have to use your voucher?
- Any changes moving from Polk County to Madison?

Financial Resources:

- Public housing funds are going down?
- I didn't realize how much money is proposed by the new President for the budget
- As a unit sells does that affect the amount of rent you get?
- Is that deducted from your budget money?

Designation of Elderly units:

- When did the original plan start?
- When was the first designation of elderly/disabled units?

- Is the unit on the east side next to our building that offers free meals a senior center?
- Is that your building, do you own it?
- On the east side of Des Moines they said the rent is only \$100 per month

Community Service:

- What is the community service they do?
- What is a TANF agreement?

Safety & Crime Prevention:

- Who is in charge of this?
- Who attends the meetings?
- What is the largest building?
- The cameras are only reviewed when an issue arises? They are not there to be viewed. Do you check the system weekly to make sure they are functional and that dust has not blocked the view? The police monitor the cameras while on duty at Royal View Manor? Is that why you ask for the time and date when we call in complaints? It is good to know that someone is checking the system. I understand the tapes aren't that clear to watch. Is it 24 hour surveillance?
- We used to have a fire drill at least once a year.
- Is that posted on the doors?
- I am not sure that it is a good idea to start having fire drills every year
- Where do we go when we evacuate?
- I think you should review evacuation policies at quarterly meetings.
- They told me when I had a grill that the smoke would bother others.
- I know you do check on visitors but do you check resident's criminal history?
- That is anyone who lives in the unit, 18 years or older? They are checked annually?
- So we know everyone is checked annually?
- Explain the 14 day visit process.

Asset Management:

- Who do you meet with?

Demolition/Disposition:

- How many units are available now?
- Are you running into trouble because of the green deal, energy efficient?
- You didn't fall under that?
- Has Habitat seen the list of homes available?

5h Homeownership:

- What are the prices of the homes?

Section 8 Project Based Vouchers:

- Do you just have manors or Section 8 too?

Capital Improvements:

- When are you going to replace the shower stalls at South View Manor?
- The first ones are in 2009?
- The other is ongoing?
- Have you looked in to thermal heat? I was watching National Geographic and you don't have to have a 200 foot pole to generate electricity.
- Can you get wind turbines?
- An individual owner can put one on their roof and get paid back by the energy company for it.
- What is the status of the new refrigerators and stoves?
- People are saying the refrigerators don't freeze ice cream.
- The stoves are rusted to the walls.
- With the economy the way it is this is too hard
- All of the new refrigerators are broken, all of the shelves.

Occupancy Rules:

- You have 6 months to be away from the unit?
- You won't allow DISH in the yard, even in a Public Housing unit?
- We have some at East View Manor
- If you drive around and see a satellite you know they are grandfathered in then.
- How far is 15 feet?
- Did you measure all grills, including common areas?

Maintenance:

- Where did the Maintenance secretary go?
- Why can't we buy our own furnace filters? Can't it work the same as light bulbs where we buy it and you install it?
- The new filters are good for 4-6 months?
- 75% of the people living at the elderly buildings have breathing problems.
- If their units run all day they need their filters changed more often.

Family Self Sufficiency:

- The mailings I receive from the FSS Coordinators are fantastic.
- I get the information from them first before all other agencies, like new job postings.
- Where are the meetings on February 3rd at?
- I am telling my neighbors about the meetings.
- Do you mail out these comments?