

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Englewood Housing Authority</u> PHA Code: <u>CO048</u> PHA Type: <input checked="" type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>01/2010</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>110</u> Number of HCV units: <u>393</u>				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input 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
					PH HCV
	PHA 1:				
	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: The mission of the Englewood Housing Authority is to assist lower-income families, in a non-discriminating manner, with safe, decent and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives.				

5.2	<p>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.</p> <p>AGENCY GOAL #1 Expand the housing opportunities for lower-income families beyond traditional programs and at the same time reduce dependency on federal funding.</p> <p>Objectives:</p> <ol style="list-style-type: none"> 1. The EHA shall assist 15 additional families to move from subsidized renting to homeownership by December 31, 2014. 2. The EHA shall investigate the use of an Energy Performance Contract to update our residential building operations systems. The EHA would enter into such a contract if it proved to successfully modernize the systems, increase energy efficiency and reduce both energy costs and maintenance costs. 3. Enter into a Power Purchase Agreement in conjunction with the installation of solar panels on the roof of Orchard Place and Simon Center to reduce and stabilize energy costs. <p>AGENCY GOAL #2 Enhance the image of affordable housing in our community.</p> <ol style="list-style-type: none"> 1. Complete the modernization of the units at Orchard Place and Simon Center. Maintain and improve the exterior, landscaping and parking lots of Orchard Place and Simon Center. Replace the roof and roof top cooling units at Orchard Place and Simon Center. Improve the exterior and interior of the family duplex units as needed. Replace the fences and maintain the landscaping at the family units. Complete window replacement at the family units. Replace security doors at the family units. 2. Return Orchard Place and Simon Center resident population to the original intent of the buildings, stabilize the populations and increase the residents' peaceful enjoyment of the buildings. EHA will submit an application for a senior designation to HUD for Orchard Place to facilitate the stabilization of the resident population. EHA will provide for the non-elderly/disabled population through other housing resources if the application is approved. The Section 8 Administrative Plan and the Admissions and Continued Occupancy Policy would be amended regarding eligibility and preferences. Current residents would remain in place. EHA will continue to install and maintain exterior security cameras as needed and will continue screening policies regarding criminal activity. <p>AGENCY GOAL #3 Manage the public housing and tenant-based housing programs in an efficient and effective manner thereby qualifying as at least a standard performer under PHAS and SEMAP.</p> <p>Objectives:</p> <ol style="list-style-type: none"> 1. The EHA shall endeavor to maintain their status as a "high performer" under both PHAS and SEMAP assessments through December 31, 2014. 2. The EHA shall sustain at least a 95% budget utilization rate in its Section 8 Voucher program through December 31, 2014. The EHA shall carefully monitor the fair market rents in conjunction with budget utilization to make necessary adjustments to maintain an appropriate payment standard. 3. The EHA shall implement an aggressive outreach program to landlords. Staff shall design and distribute a newsletter for tenants and landlords annually. 4. The EHA shall monitor, maintain and improve customer service in all housing programs by continuing/implementing the following activities: <ul style="list-style-type: none"> • Continue to conduct random follow-up on at least 10% of completed work orders to ensure quality and timely completion. • Continuation of monthly roundtable meetings with residents and enhance response to resident issues. • Enhance opportunity for staff training and education in relevant areas • Promote high quality resident services and activities. <p>AGENCY GOAL #4</p> <p>EHA shall explore new opportunities.</p> <p>The EHA shall investigate and pursue if feasible a partnership with a for profit or a non-profit organization for the purpose of acquiring and rehabilitating an existing building to provide additional affordable housing or constructing a new affordable housing community.</p>
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6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <ol style="list-style-type: none"> 1. EHA was allocated \$203, 304 in American Recovery and Reinvestment Act funds. EHA amended their plan to include new work items to be accomplished with the additional funds. New work items included: engineering plans for solar panels, a trash enclosure and reconfiguration of the building trash room, new windows and replacement of the rollers on the patio doors. 2. EHA closed it waiting list for 1,2 and 3 bedroom units on July 24, 2009. The waiting list for 4 bedroom units remains open. 3. EHA plans to submit an application to HUD to designate Orchard Place as a senior only building. Orchard Place has 100 one bedroom units and currently houses seniors and the disabled with 14 handicapped accessible units. Orchard Place was originally constructed as a senior residence and has been trending towards a senior population for the past several years. EHA estimates the plan will be submitted to HUD Fall 2009. If approved EHA will amend its Admission and Continued Occupancy Policy and its Section 8 Administrative Plan. EHA would provide the non-elderly/disabled population through other housing resources. Current residents would remain in place. 4. EHA has replaced all security cameras in the past year and has added additional exterior cameras and exterior lighting as well as repairing sidewalks around the buildings to eliminate trip hazards. Additional exterior security cameras were added during the tenancy of a young disabled tenant that coincided with increased police visits and interest. Senior residents are fearful of the unpredictability of the behavior of younger tenants especially when under the influence or in the absence of regular prescribed medicine. EHA plans to increase the security of the buildings and the peace of mind of the residents by continuing to screen applicants and seeking to designate Orchard Place as a senior only building. 5. EHA changed its ACOP to reflect the changes indicated by Fair Housing in February 2009. The definition of handicapped person was added; a prohibition of inquiring into the nature of the disability was added; references to Senior Housing were changed to Elderly/Disabled Housing; preferences and the party bearing the cost of actions taken as a result of a reasonable accommodation were clarified as well as unit transfers due to accessibility needs. <p>(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. 3460 South Sherman Street #101, Englewood, Colorado 80113, Englewood, CO 80113</p>
7.0	<p>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></p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
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.</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.</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>

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. Exhibit 1.C.1 to the 2009-2013 Arapahoe County Five Year Consolidated Plan contains information on the Englewood Housing Authority waiting list for public housing and Section 8 voucher program.

EXCERPT FROM EXHIBIT 1.C. OF ARAPAHOE COUNTY 5 YEAR CONSOLIDATED PLAN

ENGLEWOOD

WAITING LIST	# of Families	% of Families
Total	1749	
0-30% AMI	1188	68%
30-50% AMI	139	8%
50-80% AMI	401	23%
Families with Children	1218	70%
Elderly without disabilities	42	2%
Elderly with Disabilities	52	3%
Families with disabilities	236	13%
Non-Hispanic	1069	61%
Hispanic	666	38%
Caucasian/White	1121	64%
Black/African American	522	30%
Am Indian/Alaska Native	50	3%
Asian	39	2%
Native Hawaiian/Pac	13	1%
Other	25	1%
SECTION 8 VOUCHERS	570	Englewood & Sheridan
OTHER UNITS	216	
TOTAL UNITS	786	

9.0

WAITLIST STATUS PH - closed; Sec 8 opened once in last 3 years

Difficulty finding accessible units Yes

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.</p> <p>Reduce turn over and time to renovate public housing units, maintain existing high lease up rates, transition Sec 8 voucher holders to homeowners. Market and sell the market rate building to purchase and renovate an existing building in partnership with a non- profit organization to increase the number of units available for families and disabled individuals.</p>
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Additional Information. Describe the following, as well as any additional information HUD has requested.

(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. **PROGRESS REPORT ON 2005 GOALS AND OBJECTIVES**

AGENCY GOAL #1 Expand the housing opportunities for low-income families beyond traditional programs and at the same time reduce dependency on federal funding.

Objectives: (listed in order of priority)

1. The EHA shall assist 50 families to move from subsidized renting to homeownership by December 31, 2009. *18 families have become homeowner in the past 5 years. 3 more are on track to become homeowners by 12/31/09*
2. The EHA shall build or acquire 100 additional affordable rental housing units for the residents of our community by December 31, 2009, without public housing development funds. *EHA is a partner in The Terraces on Pennsylvania, a 62 unit LITC senior residence completed in December 2008.*
3. The EHA shall develop a feasibility study for an assisted living program by December 31, 2006. *A feasibility study was performed. Vacancy rates were high in existing facilities and tax credit financing was not available for assisted living. EHA determined it was not economically feasible at that time.*
4. The EHA shall develop, by December 31, 2009, 10 housing units, which will be handicapped-accessible and available to persons with disabilities in our community. *Four units in The Terraces on Pennsylvania are handicapped-accessible. Kits were purchased that allow us to transform a unit into a vision and hearing accessible unit upon demand. . EHA signed a letter of agreement and fully supported the Presidential Arms Apartments tax credit acquisition/rehabilitation project. This 33 unit project renovation included one fully accessible unit. Additionally 20% of the units are set aside for the special needs population. The renovations were completed in 2009.*
5. The EHA shall ensure that supportive service opportunities are maintained, and enhanced when possible, for EHA residents through December 31, 2009. *Supportive Services were maintained thru May 2008. Grant funding for the Senior Services Coordinator position was no longer available after that time.*

AGENCY GOAL #2 Enhance the image of affordable housing in our community.

Objectives:

1. The EHA shall develop, with the assistance of a public relations firm, a strategy for the development of a long-range communication plan by December, 2005. *Informal communication and efforts to partner with other organizations were successful in enhancing communications. A public relations firm was considered unnecessary.*

10.0

AGENCY GOAL #3: Manage the public housing and tenant-based housing programs in an efficient and effective manner thereby qualifying as at least a standard performer under PHAS and SEMAP.

Objectives:

1. The EHA shall maintain their status as a "high performer" under both PHAS and SEMAP assessments through December 31, 2009. *EHA has maintained their status as high performer.*
2. The EHA shall sustain a 95% utilization rate in its Section 8 Voucher program through December 31, 2009. *EHA has been successful.*
3. The EHA shall implement an aggressive outreach program to landlords to sustain a 95% utilization rate or 365 hard units available to the Section 8 Voucher Program throughout December 31, 2009.
 - Staff shall organize a "Landlord Appreciation" event once a year. *Staffing time and funds were in short supply. EHA was unable to host an even and this goal was deleted.*
 - Staff shall design and distribute a newsletter for tenants and landlords twice a year. *A newsletter has been published twice a year.*
4. The EHA shall monitor, maintain and improve customer service in all housing programs by implementing or continuing the following activities:
 - Conduct random follow-up on completed work orders to ensure the quality and timely completion of work orders. *These were instituted and still continue.*
 - Continue monthly roundtable meetings with residents and enhance response to resident issues. *Monthly roundtable meetings with the residents were instituted and will continue.*
 - Keep waiting list open for family duplex units. *The waiting list for 1,2 and 3 bedroom units closed July 24, 2009.*
 - Continue examination of the feasibility of reinstating building attendants at Simon Center and Orchard Place. *Two building attendants are in place in each building.*
 - Implement face-to-face meetings with new applicants at lease-up and residents at recertification. *These meetings were implemented. They have and will continue.*
 - Utilize capital fund monies to improve occupied, as well as vacant, units. *EHA has improved 60% of the units.*
 - Enhance opportunity for staff training and education in relevant areas. All staff attend a training at least once a year. *Most staff attend trainings numerous times at CHFA or local conferences.*
 - Maintain high quality resident services and activities. *EHA employed a Senior Services Coordinator through May 2008 utilizing grant funding to maintain the position. Grant funding is no longer available: the property manager provides information regarding services to our residents. Our residents are able to join the Malley Senior Center located across the street from the senior building which offers numerous activities and day trips.*

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the Englewood Housing Authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners

<p>11.0</p>	<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> <ul style="list-style-type: none"> (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) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (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. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, 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.

Part I: Summary		
PHA Name: Englewood Housing Authority	Grant Type and Number Capital Fund Program Grant No: CO06P048501-10 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2010 FFY of Grant Approval: 2010

Type of Grant
 Original Annual Statement **Reserve for Disasters/Emergencies** **Revised Annual Statement (revision no:)**
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line	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	7,280			
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	74,000			
10	1460 Dwelling Structures	56,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	23,333			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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: Englewood Housing Authority		Grant Type and Number Capital Fund Program Grant No: CO06P048501-10 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant:2010 FFY of Grant Approval: 2010	
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	
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	160,613				
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					
Signature of Executive Director			Date			
Signature of Public Housing Director			Date			

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 II: Supporting Pages								
PHA Name: Englewood Housing Authority			Grant Type and Number Capital Fund Program Grant No: CO06P048501-10 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2010		
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	
CO04802/ OP	resurface/restripe parking lot & signage	1450		58,000				
CO04802/ OP	replace 2 boilers	1475		23,333				
CO04802/ OP	replace interior door locks and hardware	1460		38,350				
CO04803/duplexes	replace exterior lights	1460		2,850				
CO04803/duplexes	replace exterior doors	1460		8,800				
CO04803/duplexes	Landscaping, tree trimming & retaining wall	1450		16,000				
CO04802/ OP	reroute and replace laundry room vents	1460		6,000				
CO04802/ 03	operations	1406		7,280				

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:			Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant:		
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	

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: Englewood Housing Authority				Federal FFY of Grant: 2010	
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	
CO04802	9-12-2012			9-12-2014	
CO04803	9-12-2012			9-12-2014	
CO04802/03	9-12-2012			9-12-2014	

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.

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name:				Federal FFY of Grant:	
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	

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 Englewood Housing Authority		Locality (City/County & State) Englewood/Arapahoe/Colorado			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2010_____	Work Statement for Year 2 FFY ___2011_____	Work Statement for Year 3 FFY ___2012_____	Work Statement for Year 4 FFY ___2013_____	Work Statement for Year 5 FFY __2014_____
B.	Physical Improvements Subtotal	Annual Statement	56,609	103,225	92,104	68,609
C.	Management Improvements		4,000	4,000	4,000	4,000
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other					
G.	Operations		100,004	53,388	64,509	88,004
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		160,613	160,613	160,613	160,613
L.	Total Non-CFP Funds					
M.	Grand Total					

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 (Continuation)

PHA Name/Number Englewood Housing Authority		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 2010____	Work Statement for Year 2 FFY 2011_____	Work Statement for Year 3 FFY _2012_____	Work Statement for Year 4 FFY _2013_____	Work Statement for Year 5 FFY _2014_____	
		Annual Statement					

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2010_____	Work Statement for Year _2011_____			Work Statement for Year: _2012_____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	CO04802/Orchard PI			CO04802/Orchard PI		
Annual	Exterior power wash/paint&caulk			Exterior power wash/paint&caulk		95,275
Statement	Accessibility improvements to handicapped units		6,000	Accessibility improvements to handicapped units		6,000
	Interior paint		3,000	Interior paint		3,000
	Remodel bathrooms		14,889	Remodel bathrooms		14,889
	Remodel kitchens		30,115	Remodel kitchens		30,115
	Replace boiler		11,667			
	Replace flooring		15,000			
	Replace Appliances		27,361	Replace Appliances		5,384
	CO04803/Duplexes			CO04803/Duplexes		
	Replacement windows		4,000	Replacement windows		0
	Replace smoke detectors		1950	Replace smoke detectors		1950
	Replace furnaces		15,000	Replace furnaces		0
	Remodel bathrooms		40,000	Remodel bathrooms		0
	Interior painting		7,000			
	CO04803/02			CO04803/02		
	Software licensing		4,000	Software licensing		4,000
	Site improvement		5,000			
	Fees		2,992			
	Subtotal of Estimated Cost		\$160,613	Subtotal of Estimated Cost		\$160,613

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY _____	Work Statement for Year __2013_____ FFY _____			Work Statement for Year: _2014_____ FFY _____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	CO04802/Orchard Pl			CO04802/Orchard Pl		
Annual	Exterior power wash/paint&caulk		0	Exterior power wash/paint&caulk		0
Statement	Accessibility improvements to handicapped units		6,000	Accessibility improvements to handicapped units		6,000
	Interior paint		3,000	Interior paint		3,000
	Remodel bathrooms		14,889	Remodel bathrooms		14,889
	Remodel kitchens		30,115	Remodel kitchens		30,115
	Repair/replace fire panel		50,000	Repair/replace fire panel		0
	Replace Appliances		54,150	Replace Appliances		54,150
	CO04803/Duplexes			CO04803/Duplexes		
	Replacement windows			Replacement windows		
	Replace smoke detectors		1950	Replace smoke detectors		1950
	Replace furnaces		7,500	Replace furnaces		7,500
	Remodel Bathrooms		40,000	Remodel Bathrooms		40,000
	CO04803/02			CO04803/02		
	Software licensing		4,000	Software licensing		4,000
	Subtotal of Estimated Cost		\$160,613	Subtotal of Estimated Cost		\$160,613

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY _____		Work Statement for Year: _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual Statement				
	Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY _____		Work Statement for Year: _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual Statement				
	Subtotal of Estimated Cost	\$	Subtotal of Estimated Cost	\$