

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>Millen Housing Authority</u> PHA Code: <u>GA142</u> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performing <input type="checkbox"/> Standard <input 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>86</u> Number of HCV units: <u>0</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 <table border="1"> <tr> <th>PH</th> <th>HCV</th> </tr> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
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. See Attached												
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: See Attached												
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. See Attached												
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (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. See Attached												
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable. See Attached												
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. See Attached												
8.1	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.												
8.2	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.												
8.3	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.												
9.0	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. See Attached												

9.1	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.
10.0	Additional Information. Describe the following, as well as any additional information HUD has requested. See Attached (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. (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"
11.0	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. (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)

MILLEN HOUSING AUTHORITY

FY2010 AGENCY PLAN INFORMATION

5.0 Five-Year Plan

5.1 Mission Statement

The Housing Authority of the City of Millen is dedicated to providing assistance for affordable, attractive and safe housing to very-low, low and moderate-income families and self-sufficient opportunities for its residents.

5.2 Goals and Objectives

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

PHA Goal: Improve the quality of assisted housing

Objectives:

- ☒ Improve public housing management: (PHAS score)
- ☒ Increase customer satisfaction:
- ☒ Renovate or modernize public housing units:

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

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

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Continue to follow and enforce HUD Regulations pertaining to admissions and continued occupancy of public housing.

6.0 PHA Plan Update

- (a) **Identify specifically which plan elements have been revised since the PHA's prior plan submission.**

The Financial Resources and Fiscal Audit have been revised since the submission of the FY2009 Agency Plan.

All other PHA Plan elements are also readily available to the public.

- (b) **Identify where the 5-Year and Annual Plan may be obtained by the public.**

The FY2010 Agency Plan will be available for review during the 45-day Public Hearing Notice period at the Housing Authority of the City of Waynesboro Main Office which is located at 500 East 6th Street in Waynesboro, Georgia.

2. Financial Resources

A table below lists the Housing Authority of the City of Millen's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the Authority, as well as tenant rents and other income available to support public housing and in Fiscal Year 2010.

Funding Source	Amount	Use
FY2009 PH Operating Fund	\$235,845	Operations
FY2010 Capital Fund Program	\$139,824	Modernization
FY2009 Capital Fund Program	\$139,824	Modernization
FY2008 Capital Fund Program	\$131,520	Modernization
FY2007 Capital Fund Program	\$51,936	Modernization
Dwelling Rent	\$65,000	Operations
Interest	\$3,500	Operations
Other Income	\$2,000	Operations
Total	\$704,449	

10. Civil Rights

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

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

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

- ☐ Other: (list below)

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

The State of Georgia Consolidated Plan supports the Housing Authority of the City of Millen's Agency Plan with the following Strategic Plan Priority:

To increase the number of Georgia's low and moderate-income households who have obtained affordable, rental housing free of overcrowded and structurally substandard conditions.

11. Fiscal Audit

The Fiscal Audit for the year ended December 31, 2008 will be on display with the Agency Plan.

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

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

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

1. Development name:

2. Development (project) number:

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

☐ Revitalization Plan under development

☐ Revitalization Plan submitted, pending approval

☐ Revitalization Plan approved

☐ Activities pursuant to an approved Revitalization Plan underway

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

If yes, list development name/s below:

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

If yes, list developments or activities below:

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

If yes, list developments or activities below:

(b) Demolition and/or Disposition

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YYYY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

(c) **Conversion of Public Housing**

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

(d) Homeownership

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

2. Activity Description

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

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

(e) Project-Based Vouchers

The Housing Authority of the City of Millen does not operate a Tenant-Based Section 8 Program. Therefore, this section of the Agency Plan is not applicable.

8.0 Capital Improvements

8.1 Capital Fund Annual Statement/Performance and Evaluation Report

See attachments:

ga142a01 – FY2010 CFP Annual Statement
ga142c01 – FY2009 CFP Performance and Evaluation Report
ga142d01 – FY2008 CFP Performance and Evaluation Report
ga142e01 – FY2007 CFP Performance and Evaluation Report

8.2 Capital Fund Program Five-Year Plan

See attachment:

ga142b01 – FY2010-2014 CFP Five-Year Plan

8.3 Capital Fund Financing Program (CFFP)

At this time, the MHA has no plans to use the Capital Fund Financing Program.

9.0 Housing Needs

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	104	5	5	5	3	4	3
Income >30% but <=50% of AMI	43	4	4	4	3	3	3
Income >50% but <80% of AMI	23	3	3	3	3	3	3
Elderly	7	4	4	4	3	2	3
Families with Disabilities	10	4	4	4	5	3	3
Black	134	4	4	3	3	3	3
White	52	3	3	3	3	3	3

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☐ Consolidated Plan of the Jurisdiction/s
Indicate year:
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

9.1 Strategy for Addressing Housing Needs

Need: Shortage of affordable housing for all eligible populations

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

- Employ effective maintenance and management policies to minimize the number of public housing units off-line

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

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

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

NEED: SPECIFIC FAMILY TYPES: FAMILIES WITH DISABILITIES

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

Reasons for Selecting Strategies

- Funding constraints
- Staffing constraints
- Community priorities regarding housing assistance
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs

10.0 Additional Information

(a) Progress in Meeting Goals and Objectives

The Millen Housing Authority has completed a review of the current 5-Year Mission and Goals. This attachment is a progress report on how the Authority is faring in accomplishing the goals.

- The Housing Authority continues to maintain a solid Public Housing Assessment Score (PHAS). The Millen Housing Authority has achieved High Performer status with a current PHAS score of 91.
- The Authority continues to use the Capital Fund Program to modernize and renovate units and developments. The replacement of roofing of buildings at each site was completed with FY2006 CFP funds.
- The Housing Authority's staff continually assesses ideas for improvement for the security of tenants.
- The Authority continues to allow admissions and occupancy of public housing based on Federal Regulations.

(b) Significant Amendment and Substantial Deviation/Modification

Substantial Deviation from the 5-year Plan:

A “Substantial Deviation” from the 5-Year Plan is an overall change in the direction of the Authority pertaining to the Authority’s Goals and Objectives. This includes changing the Authority’s Goals and Objectives.

Significant Amendment or Modification to the Annual Plan:

A “Significant Amendment or Modification” to the Annual Plan is a change in a policy or policies pertaining to the operation of the Authority. This includes the following:

- Changes to rent or admissions policies or organization of the waiting list.
- Additions of non-emergency work items over \$15,000(items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

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: Millen Housing Authority		Grant Type and Number Capital Fund Program Grant No: GA06P14250110 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
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
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	\$13,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$126,824.00			
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	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 line 2- 19)	\$139,824.00			
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				

Part I: Summary					
PHA Name: Millen Housing Authority		Grant Type and Number Capital Fund Program Grant No: GA06P14250110 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
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 undr 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: Millen Housing Authority		Grant Type and Number Capital Fund Program Grant No: GA06P14250110 CFFP (Yes/No): Replacement Housing Factor Grant No:				Federal FY of Grant: 2010		
Development Number Name/HA-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	
	<u>Fees and Costs</u>							
PHA Wide	Bidding and Construction Contract Administration Services	1430	LS	\$13,000.00				
	Subtotal 1430			\$13,000.00				
	<u>Site Improvements</u>							
GA142-1, 2 & 3	Site work / Improvements	1450	LS	\$126,824.00				
	Subtotal 1450			\$126,824.00				
	CFP Grant Total			\$139,824.00				

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: Millen Housing Authority					Federal FFY of Grant: 2010
Development Number Name/HA-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	
PHA Wide	6/30/2012		6/30/2014		
GA142-1 & 2	6/30/2012		6/30/2014		
GA142-3	6/30/2012		6/30/2014		

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.

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/20011

Part I: Summary						
PHA Name/Number: Millen Housing Authority / GA142			Locality (Millen/Jenkins Co.: Georgia)		<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	\$139,824.00	\$139,824.00	\$139,824.00	\$139,824.00
C.	Management Improvements		\$0.00	\$0.00	\$0.00	\$0.00
D.	PHA-Wide Non-dwelling Structures and Equipment		\$0.00	\$0.00	\$0.00	\$0.00
E.	Administration		\$0.00	\$0.00	\$0.00	\$0.00
F.	Other		\$0.00	\$0.00	\$0.00	\$0.00
G.	Operations		\$0.00	\$0.00	\$0.00	\$0.00
H.	Demolition		\$0.00	\$0.00	\$0.00	\$0.00
I.	Development		\$0.00	\$0.00	\$0.00	\$0.00
J.	Capital Fund Financing – Debt Service		\$0.00	\$0.00	\$0.00	\$0.00
K.	Total CFP Funds		\$139,824.00	\$139,824.00	\$139,824.00	\$139,824.00
L.	Total Non-CFP Funds		\$0.00	\$0.00	\$0.00	\$0.00
M.	Grand Total		\$139,824.00	\$139,824.00	\$139,824.00	\$139,824.00

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/20011**

PHA Name/Number Millen Housing Authority / GA142			Locality (Millen/Jenkins Co.: Georgia)		<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
	PHA Wide	Annual Statement	\$139,824.00	\$139,824.00	\$139,824.00	\$139,824.00

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011			Work Statement for Year: 3 FFY 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						
Annual	<u>Site Improvements –PHA -Wide</u>			<u>Dwelling Structures –PHA-Wide</u>		
Statement	Site Improvements (Phase 2)	LS	\$139,824.00	Air Conditioning Installation (Phase 1)	LS	\$139,824.00
	Subtotal 1450		\$139,824.00	Subtotal 1460		\$139,824.00
	Subtotal of Estimated Cost		\$139,824.00	Subtotal of Estimated Cost		\$139,824.00

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2010	Work Statement for Year 4 FFY 2013			Work Statement for Year: 5 FFY 2014		
	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						
Annual						
Statement	<u>Dwelling Structures –PHA-Wide</u>			<u>Dwelling Structures –PHA-Wide</u>		
	Air Conditioning Installation (Phase 2)	LS	\$139,824.00	Air Conditioning Installation (Phase 3)	LS	\$139,824.00
	Subtotal 1460		\$139,824.00	Subtotal 1460		\$139,824.00
	Subtotal of Estimated Cost		\$139,824.00	Subtotal of Estimated Cost		\$139,824.00

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Millen Housing Authority		Grant Type and Number Capital Fund Program Grant No: GA06P14250109 Replacement Housing Factor Grant No:		Federal FY of Grant: 2009	
<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 No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$13,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$126,824.00			
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$139,824.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Millen Housing Authority		Grant Type and Number Capital Fund Program Grant No: GA06P14250109 Replacement Housing Factor Grant No:				Federal FY of Grant: 2009		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>Fees and Costs</u>							
PHA-Wide	Bidding and Construction Contract Administration Services	1430	L/S	\$13,000.00				
	Subtotal 1430			\$13,000.00				
	<u>Site Improvements</u>							
GA142-1, 2 & 3	Site work / Improvements	1450	LS	\$126,824.00				
	Subtotal 1450			\$126,824.00				
	Capital Fund Program Grant Total			\$139,824.00				

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

PHA Name: Millen Housing Authority			Grant Type and Number Capital Fund Program No: GA06P14250109 Replacement Housing Factor No:			Federal FY of Grant: 2009	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	06/30/11			06/30/13			
GA142-1 & 2	06/30/11			06/30/13			
GA142-3	06/30/11			06/30/13			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Millen Housing Authority		Grant Type and Number Capital Fund Program Grant No: GA06P14250108 Replacement Housing Factor Grant No:		Federal FY of Grant: 2008	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/2009 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$13,000.00	\$13,000.00	\$0.00	\$0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$118,520.00	\$118,520.00	\$0.00	\$0.00
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$131,520.00	\$131,520.00	\$0.00	\$0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Millen Housing Authority		Grant Type and Number Capital Fund Program Grant No: GA06P14250108 Replacement Housing Factor Grant No:				Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>Fees and Costs</u>							
PHA-Wide	Bidding and Construction Contract Administration Services	1430	L/S	\$13,000.00	\$13,000.00	\$0.00	\$0.00	
	Subtotal 1430			\$13,000.00	\$13,000.00	\$0.00	\$0.00	
	<u>Site Improvements</u>							
GA142-1 & 2	Water and Sewer line replacement	1450	LS	\$118,520.00	\$0.00	\$0.00	\$0.00	
GA142-1 & 2	Site work: fencing and parking	1450	LS	\$0.00	\$118,520.00	\$0.00	\$0.00	
	Subtotal 1450			\$118,520.00	\$118,520.00	\$0.00	\$0.00	
	Capital Fund Program Grant Total			\$131,520.00	\$131,520.00	\$0.00	\$0.00	

Part III: Implementation Schedule

[illegible]

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Millen Housing Authority		Grant Type and Number Capital Fund Program Grant No: GA06P14250107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/2009 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$13,000.00		\$5,000.00	\$3,352.96
8	1440 Site Acquisition				
9	1450 Site Improvement	\$118,936.00		\$75,000.00	\$74,572.75
10	1460 Dwelling Structures	\$0.00		\$0.00	\$0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$131,936.00		\$80,000.00	\$77,925.71
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Millen Housing Authority			Grant Type and Number Capital Fund Program Grant No: GA06P14250107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>Fees and Costs</u>							
PHA-Wide	Bidding and Construction Contract Administration Services	1430	L/S	\$13,000.00		\$5,000.00	\$3,352.96	
	Subtotal 1430			\$13,000.00		\$5,000.00	\$3,352.96	
	<u>Site Improvements</u>							
GA142-1 & 2	Water and Sewer line replacements	1450	LS	\$118,936.00		\$75,000.00	\$74,572.75	
	Subtotal 1450			\$118,936.00		\$75,000.00	\$74,572.75	
	<u>Dwelling Structures</u>							
GA142-1 & 2	Replace roofing (Phase 3)	1460	LS	\$0.00		\$0.00	\$0.00	
	Subtotal 1460			\$0.00		\$0.00	\$0.00	
	Capital Fund Program Grant Total			\$131,936.00		\$80,000.00	\$77,925.71	

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

[illegible]

Karp, Ronning & Tindol, P.C.

Certified Public Accountants
123 Abercorn Street
Savannah, Georgia 31401
(912) 232-0475

INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of the
Housing Authority of the City of Millen
Millen, Georgia

We have audited the accompanying basic financial statements of the Housing Authority of the City of Millen, Georgia, (Authority), as of and for the year ended December 31, 2008. These financial statements are the responsibility of the Authority's management. Our responsibility is to express an opinion on these basic 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.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the Housing Authority of the City of Millen, Georgia, as of December 31, 2008, and the respective changes in financial position, and cash flows, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated August 20, 2009, on our consideration of the Authority's internal control over financial reporting and on 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 in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The Management's Discussion and Analysis 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 conducted for the purpose of forming an opinion on the Authority's basic financial statements taken as a whole. The supplemental schedules, including the financial data schedule, are presented for purposes of additional analysis and are 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, are fairly stated, in all material respects in relation to the basic financial statements taken as a whole.

Karp, Roseng & Tindal, P.C.

August 20, 2009

Housing Authority of the City of Millen
Management's Discussion and Analysis
December 31, 2008

As Management of the Housing Authority of the City of Millen ("the Authority"), we offer readers of the Authority's financial statements this narrative overview and analysis of the financial activities of the Authority for the fiscal year ended December 31, 2008. We encourage readers to consider the information presented here in conjunction with the Authority's financial statements elsewhere in this report.

FINANCIAL HIGHLIGHTS

1. The assets of the Authority exceeded its liabilities at the close of the most recent fiscal year by \$2,997,344 (net assets) as opposed to \$2,934,906 as reported in the prior fiscal year.
2. As of the close of our current fiscal year, the Authority's proprietary fund reported ending unrestricted net assets of \$754,832.
3. The Authority's cash and cash equivalents and investment balances at December 31, 2008 was \$778,361 representing an increase of \$99,889 from the prior fiscal year.
4. The Authority had total revenues and capital contributions of \$445,697 and total operating expenses of \$383,259 for the year ended December 31, 2008.
5. The Authority's capital outlays for the fiscal year were \$142,269. \$135,706 of this was funded by HUD capital contributions.
6. The Authority's expenditures of federal awards amounted to \$371,551 for the fiscal year. Accordingly, a single audit was not required for 2008.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Housing Authority's basic financial statements. The Housing Authority's basic financial statements comprise two components: 1) fund financial statements, and 2) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves. The Housing Authority is a special-purpose government engaged only in business-type activities. Accordingly, only fund financial statements are presented as the basic financial statements.

FUND FINANCIAL STATEMENTS

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Housing Authority uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Housing Authority data are reported as a proprietary fund. All of the Housing Authority's services are reported in one enterprise fund. Financial statement amounts are reported using the full accrual basis of accounting in which all assets and all liabilities associated with the operation of these funds are included on the statement of net assets. The focus of proprietary funds is on income measurement, which, together with the maintenance of equity, is an important financial indication. Increases or decreases in net assets serve as a useful indicator of whether the financial position of the Authority is improving or deteriorating.

USING THIS ANNUAL REPORT

The Housing Authority's annual report consists of financial statements that show information about the Housing Authority's Enterprise Fund. Our auditor has provided assurance in their independent auditors' report, located immediately preceding this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. The auditor provides varying degrees of assurance regarding the other information included in this report. A user of this report should read the independent auditors' report carefully to ascertain the level of assurance being provided for each of the other parts of this report.

Housing Authority of the City of Millen
Management's Discussion and Analysis
December 31, 2008

1. Management's Discussion and Analysis (MD&A) - The MD&A is intended to serve as an introduction to the basic financial statements. The Authority-wide financial statements and Notes to Financial Statements included in this Audit Report were prepared in accordance with GAAP applicable to governmental entities in the United States of America for Proprietary Fund types and in compliance with the standards set forth in GASB Statement No. 34.
2. Basic Financial Statements - The basic financial statements report on the Authority's activities. The activities are primarily supported by HUD operating subsidies and capital grants. The Authority's function is to provide decent, safe, and sanitary housing to low income and special needs populations. The basic financial statements can be found in the accompanying financial report, and are described below.

The Statement of Net Assets present information on all the Authority's assets and liabilities, with the difference between the two reported as net assets.

The Statement of Revenues, Expenses and Changes in Fund Net Assets presents information showing how the Authority's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (e.g., depreciation and earned but unused vacation leave).

The Statement of Cash Flows represents sources and uses of funds categorized as operating activities, noncapital financing activities, capital and related financing activities, and investing activities.

Notes to the Financial Statements – The Notes to the Financial Statements provide additional information that is essential to a full understanding of the data provided in the basic financial statements, including the measurement focus and accounting basis. The Notes to the Financial Statements can be found in the audit report.

3. Supplemental Information – The supplemental schedules, including the financial data schedule, are presented for purposes of additional analysis and are not a required part of the basic financial statements. These schedules can be found in the audit report.

NET ASSETS AND CHANGES IN NET ASSETS

By far, the largest portion of the Authority's net assets reflects its investment in capital assets (e.g., land, buildings, equipment, and construction in progress). The Authority uses these capital assets to provide housing services to its tenants; consequently, these assets are not available for future spending. The unrestricted net assets of the Authority are available for future use to provide program services.

Housing Authority of the City of Millen
Management's Discussion and Analysis
December 31, 2008

Computations of Net Assets are as follows:

	<u>2008</u>	<u>2007</u>
<u>ASSETS:</u>		
Current assets	\$ 789,531	\$ 690,483
Capital assets	<u>2,242,512</u>	<u>2,269,879</u>
Total assets	<u>3,032,043</u>	<u>2,960,362</u>
<u>LIABILITIES:</u>		
Current liabilities	34,699	25,456
Long-term liabilities	<u>-</u>	<u>-</u>
Total liabilities	<u>34,699</u>	<u>25,456</u>
<u>NET ASSETS:</u>		
Invested in capital assets	2,242,512	2,269,879
Unrestricted net assets	<u>754,832</u>	<u>665,027</u>
Total net assets	<u><u>\$ 2,997,344</u></u>	<u><u>\$ 2,934,906</u></u>

The Authority's Net Assets increased by \$62,438 during the fiscal year as detailed below. The Authority's revenues are primarily subsidies and grants received from HUD. The Authority receives operating subsidies each month based on a pre-approved amount by HUD. Capital grants are drawn down based on need against a pre-authorized funding level. Capital contributions during 2008 were due to modernization activities (primarily water and sewer line replacements and dwelling structures roof replacement). Operating expenses remained relatively stable from the prior year, except for extraordinary maintenance expenses, which increased during 2008. The Authority's revenues were sufficient to cover all expenses, excluding depreciation during the fiscal year.

Computations of Changes in Net Assets are as follows:

	<u>2008</u>	<u>2007</u>
Operating revenues	\$ 72,558	\$ 87,299
Operating expenses	<u>383,259</u>	<u>371,115</u>
Operating income (loss)	(310,701)	(283,816)
Total nonoperating revenues (expenses)	<u>237,433</u>	<u>207,611</u>
Income (loss) before capital contributions	(73,268)	(76,205)
Capital contributions	<u>135,706</u>	<u>194,350</u>
Change in net assets	<u><u>\$ 62,438</u></u>	<u><u>\$ 118,145</u></u>

BUDGETARY HIGHLIGHTS

For the year ended December 31, 2008, individual program or grant budgets were prepared by the Authority and were approved by the Board of Commissioners. The budgets were primarily used as a management tool and have no legal stature. Also, the Authority adopted a comprehensive annual budget for the proprietary fund. The budgets were prepared in accordance with the accounting procedures prescribed by U.S. Department of Housing and Urban Development.

As indicated by the excess of revenues over expenses, when adjusted by depreciation expense, the Authority's net assets increased during the fiscal year. This increase is indicative of the Authority operating within its budgetary limitations in total, for all its programs.

Housing Authority of the City of Millen
Management's Discussion and Analysis
December 31, 2008

CAPITAL ASSETS AND DEBT ADMINISTRATION

1. Capital Assets – As of December 31, 2008, the Authority's investment in capital assets for its proprietary fund was \$2,242,512 (net of accumulated depreciation). This investment in capital assets includes land, buildings, equipment, and construction in progress.

	Cost	Accumulated Depreciation	Net
Land	\$ 511,438	\$ -	\$ 511,438
Buildings and Improvements	4,392,827	(2,683,416)	1,709,411
Machinery and Equipment	100,829	(79,166)	21,663
Totals	<u>\$ 5,005,094</u>	<u>\$ (2,762,582)</u>	<u>\$ 2,242,512</u>

Net capital assets decreased \$(27,368). Major capital assets of \$142,269 purchased during the fiscal year pertained primarily to expenditures made in accordance with the Authority's capital fund programs. Depreciation expense of \$169,637 represents expiration of capitalized costs over their useful lives. These activities are funded by grants from HUD.

Additional information on the Authority's capital assets can be found in the Notes to Financial Statements, which are included in this report.

2. Long term Debt – The Authority does not have any long-term debt at this time.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET RATES

The following factors were considered in preparing the Authority's budget for the fiscal year ending 2009:

1. Historical data of operating costs, and implementing CFP activities specified in our annual and 5 year plans,
2. The use of the Authority's unrestricted net assets of \$754,832 to fund any shortfalls rising from a possible economic turndown and reduced subsidies and grants. The Authority's unrestricted net assets appear sufficient to cover any short-term shortfall and to address any needs identified by management.

CONTACTING THE AUTHORITY'S FINANCIAL MANAGEMENT

The financial report is designed to provide a general overview of the Authority's finances for all with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Mr. Brent Meeks, Executive Director, Waynesboro Housing Authority, P.O. Box 628, Waynesboro, Georgia 30830, or they may call telephone number (706) 554-2233.

Housing Authority of the City of Millen
Statement of Net Assets
December 31, 2008

ASSETS

Current assets	
Cash and cash equivalents	\$ 763,361
Accounts receivable - net	1,726
Accrued interest	137
Investments - at fair value	15,000
Prepaid insurance and deposits	5,806
Inventories - net	3,501
	<hr/>
Total current assets	789,531
	<hr/>
Noncurrent assets	
Capital assets	
Land and construction in progress	511,438
Building and equipment	4,493,656
Less accumulated depreciation	(2,762,582)
	<hr/>
Total noncurrent assets	2,242,512
	<hr/>
Total assets	3,032,043
	<hr/>

LIABILITIES

Current liabilities	
Accounts payable	12,676
Compensated absences	11,642
Intergovernmental payable	6,868
Unearned revenues	1,573
Tenant security deposits	1,940
	<hr/>
Total current liabilities	34,699
	<hr/>
Total liabilities	34,699
	<hr/>

NET ASSETS

Invested in capital assets, net of related debt	2,242,512
Unrestricted net assets	754,832
	<hr/>
Total net assets	\$ 2,997,344
	<hr/>

Housing Authority of the City of Millen
Statement of Revenues, Expenses and Changes in Fund Net Assets
For the Year Ended December 31, 2008

Operating income:	
Dwelling rental	\$ 70,398
Other income	<u>2,160</u>
Total operating income	<u>72,558</u>
Operating expenses:	
Administration	44,640
Tenant services	11,523
Utilities	1,716
Ordinary maintenance and operation	111,774
General expense	26,286
Extraordinary maintenance	17,683
Depreciation	<u>169,637</u>
Total operating expenses	<u>383,259</u>
Operating income (loss)	<u>(310,701)</u>
Nonoperating revenues (expenses):	
Federal grants and subsidies	235,845
Interest and investment revenue	<u>1,588</u>
Total nonoperating revenues (expenses)	<u>237,433</u>
Income (loss) before contributions and transfers	<u>(73,268)</u>
HUD PHA Capital grants	<u>135,706</u>
Change in net assets	62,438
Net assets, beginning of year	<u>2,934,906</u>
Net assets, ending of year	<u><u>\$ 2,997,344</u></u>

Housing Authority of the City of Millen
Statement of Cash Flows
For the Year Ended December 31, 2008

Cash flows from operating activities:	
Cash received from tenants	\$ 70,193
Other operating receipts	2,160
Cash paid for goods and services	(120,941)
Cash paid to employees for services	<u>(82,392)</u>
Net cash provided (used) by operating activities	<u>(130,980)</u>
Cash flows from noncapital financing activities:	
Proceeds from operating grants	<u>235,845</u>
Net cash provided (used) by capital and related financing activities	<u>235,845</u>
Cash flows from capital and related financing activities:	
Proceeds from capital grants	135,706
Acquisition of capital assets	<u>(142,269)</u>
Net cash provided (used) by capital and related financing activities	<u>(6,563)</u>
Cash flows from investing activities:	
Interest on investments	<u>1,588</u>
Net cash provided (used) by investing activities	<u>1,588</u>
Net increase (decrease) in cash and cash equivalents	99,890
Cash and cash equivalents, beginning of year	<u>663,471</u>
Cash and cash equivalents, end of year	<u><u>\$ 763,361</u></u>
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:	
Operating income (loss)	<u>\$ (310,701)</u>
Adjustments to reconcile operating income to net cash provided (used) by operating activities:	
Depreciation	169,637
Changes in assets and liabilities:	
(Increase) decrease in receivables and other assets	(205)
(Increase) decrease in inventory and prepaid insurance	1,046
Increase (decrease) in accounts payable and other liabilities	<u>9,243</u>
Total adjustments	<u>179,721</u>
Net cash provided (used) by operating activities	<u><u>\$ (130,980)</u></u>

Housing Authority of the City of Millen
Notes to Financial Statements
December 31, 2008

NOTE 1: Summary of Significant Accounting Policies

The financial statements of the Housing Authority of the City of Millen (Authority) are prepared in accordance with U.S. generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant of the government's accounting policies are described below.

A. Reporting Entity

The Housing Authority of the City of Millen (Authority) is a public body created under the General Statutes of Georgia. The Authority was created for the purpose of providing safe and sanitary housing for the low-income citizens of Georgia. The Board of Commissioners of the Housing Authority is appointed by the City of Millen. The Board of Commissioners designates the Authority's management. The City of Millen provides no financial support to the Authority and is not responsible for the debts or entitled to the surpluses of the Authority. The Authority has the power to approve its own budget and maintains its own accounting system. Although the City appoints the Authority's governing board, no other criteria established by accounting standards for the inclusion of the Authority in the financial reports of the City of Millen are met. Therefore, a separate financial report is prepared for the Authority. All of the operations of the Authority are included in the audited financial statements and there are no operations or activities which are excluded. The Authority has no component units.

B. Description of a Public Housing Authority

Funding for public housing authorities is received from the United States Department of Housing and Urban Development (HUD) and from participants in public housing programs. Under the Low Rent Housing Assistance Program, low-income tenants pay monthly rents that are determined by their need for assistance. HUD pays operating subsidies to the housing authority to enable the authority to maintain the low-income character of the neighborhood while providing adequate services and maintaining adequate reserves.

The Authority had 86 units in management under HUD Contract number A-2850.

C. Basis of Presentation – Fund Accounting

The accounts of the Authority are organized and operated on a fund basis. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts recording its assets, liabilities, net assets, revenues and expenses.

The Authority accounts for its operation in one proprietary fund type, the enterprise fund. An enterprise fund is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The Housing Authority of the City of Millen maintains one enterprise fund.

Housing Authority of the City of Millen
Notes to Financial Statements
December 31, 2008

D. Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The enterprise fund is accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of this fund are included on the balance sheet. Enterprise fund type equity (i.e., net total assets) is segregated into contributed capital and retained earnings components. Operating statements for this fund present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

The financial statements for the Authority have been presented on the accrual basis. Under this basis, revenues are recorded when earned and expenses are recorded when incurred.

The Authority has elected to apply only the applicable FASB Statements and Interpretations issued before November 30, 1989 in its accounting and reporting practices for its proprietary fund.

E. Budgetary Data

The Authority maintains budgetary control over its enterprise fund as required by the terms of the Authority's contract with HUD. An annual budget is adopted for the enterprise fund, except the Capital Fund Program. A multi-year budget is adopted for this program. The Board must approve all increases in appropriation to administration and capital expenditures. The budget was prepared on the modified accrual basis of accounting. The Authority's budget is not presented because it is not required by generally accepted accounting principles.

F. Assets, Liabilities and Equity

Deposits and Investments

The Authority's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from date of acquisition.

State statutes authorize the Authority to invest in obligations of the U.S. Government and agencies of corporations of the U.S. Government; obligations of any state; obligations of any political subdivision of any state; certificates of deposit or time deposits of any national state bank or savings and loan which have deposits insured by the FDIC or FSLIC; prime bankers acceptances; repurchase agreements; and the Local Government Investment Pool of the State of Georgia (Georgia Fund 1).

Investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Investments that do not have an established market are reported at estimated fair values.

Inventories and Prepaid Items

Inventories are valued at cost using the first-in/first-out (FIFO) method. The costs of inventories are recorded as expenses when consumed. When certain payments to vendors reflect costs applicable to future accounting periods, they are recorded as prepaid items.

Housing Authority of the City of Millen
Notes to Financial Statements
December 31, 2008

Capital Assets

Capital assets are recorded at historical cost at the date of acquisition. Donated assets are recorded at their estimated fair value on the date received. Assets are depreciated over the useful lives on a straight-line basis over the following years:

Buildings and improvements	20 – 30 years
Equipment	5 – 10 years

The costs of normal maintenance and repairs that do not add to the value of an asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, as applicable.

The Authority does not own any public domain ("infrastructure") general capital assets.

Unearned Revenue

Unearned revenues consist of funds received for which revenue recognition criteria have not been met. Generally, unearned revenues also include rental payments made by tenants in advance of their due dates.

Vacation and Sick Leave Compensation

The Housing Authority of the City of Millen allows its full time employees to accumulate earned vacation leave, which is fully vested when earned. Accumulated vacation pay and salary related payments are reported as a current liability.

Employees can accumulate a limited amount of sick leave. Since the Authority has no obligation for the accumulated sick leave until it is actually taken, no accrual for sick leave has been made.

Equity Classifications

Equity is classified as net assets and displayed in three components in the statement of net assets. 1) Invested in capital assets, net of related debt consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets; 2) Restricted net assets consist of net assets with constraints placed on the use either by (a) external groups such as creditors, grantors, contributions, or laws or regulations of other governments; or (b) law through constitutional provisions or enabling legislation; and 3) Unrestricted net assets consists of all other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt". It is the Authority's policy to use restricted resources first, then unrestricted.

Use of Estimates

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

Housing Authority of the City of Millen
Notes to Financial Statements
December 31, 2008

Capitalized Interest

Interest costs are capitalized when incurred by proprietary funds on debt where proceeds were used to finance the construction of assets.

Operating Revenues and Expenses

Proprietary funds distinguish between operating revenues and expenses and nonoperating. Operating revenues and expenses generally results from providing services and producing and delivering goods in connection with the proprietary fund's principal operations, which are disclosed at Note 1.B.

NOTE 2: Detail Notes on Enterprise Fund

Deposits and Investments

Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity date within three months of the date acquired by the Authority.

Official Code of Georgia Annotated (OCGA) Section 45-8-12 provides that there shall not be on deposit at any time in any depository for a time longer than ten days a sum of money which has not been secured by a surety bond, by guarantee of insurance, or by collateral. The aggregate of the face value of such surety bond and the market value of securities pledged shall be equal to not less than 110 percent of the public funds being secured after the deduction of the amount of deposit insurance. If a depository elects the pooled method (OCGA 45-8-13.1) the aggregate of the market value of the securities pledged to secure a pool of public funds shall be not less than 110 percent of the daily pool balance. OCGA Section 45-8-11(b) provides an officer holding public funds may, at his discretion, waive the requirement for security in the case of operating funds placed in the demand deposit checking accounts.

The Authority has no custodial credit risk policy that would require additional collateral requirements. Investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. The Authority is allowed to invest in certain "approved investment securities" in accordance with HUD guidelines. Approved investments generally include any of the following:

- a. Direct obligations of the United States of America or obligations fully guaranteed by the United States of America.
- b. Bonds, indentures, notes or other obligations issued by agencies or instrumentalities of the United States of America, the obligations of which are full faith and credit obligations of the United States of America.
- c. Interest-bearing time or demand deposits or other similar banking arrangements, which are federally insured. A deposit in excess of the insurance coverage may be made at a depository institution provided that it is fully collateralized by designated securities held in the Authority's name.
- d. Certificates of deposit or other similar banking arrangements, which are federally insured. A deposit in excess of the insurance coverage may be made at a depository institution provided it is fully collateralized by designated securities.
- e. Repurchase agreements collateralized by direct obligations of, or obligations in, the payment of principal and interest on which are unconditionally guaranteed as to full and timely payment by the United States of America.

Housing Authority of the City of Millen
Notes to Financial Statements
December 31, 2008

As of December 31, 2008, the Authority had the following investments:

<u>Investment</u>	<u>Maturity</u>	<u>Fair Value</u>
Certificates of deposit	12 months or less	<u>\$ 15,000</u>

Interest rate risk is the risk that changes in interest rates will adversely affect the value of an investment. The Authority does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit risk is the risk that an issuer or counterparty to an investment will not fulfill its obligations. The Authority has no investment policy that would further limit its investment choices from those authorized and listed in Note 1.F.

Concentration of credit risk is the risk of loss attributed to the magnitude of the Authority's investment in a single issuer. The Authority places no limit on the amount the Authority may invest in any one issuer.

The Authority's deposits are either insured or collateralized in accordance with State law. The Authority may waive collateral requirements for operating account balances in accordance with OCGA 45-8-11.

Receivables

As of December 31, 2008, the Authority had the following receivables:

	<u>Amount</u>
Tenants accounts receivable	\$ 2,037
Less: Allowance for Doubtful Accounts	<u>(311)</u>
Tenants accounts receivable - net	1,726
Other receivables	<u>137</u>
Total receivables	<u>\$ 1,863</u>

All receivables are expected to be collected within one year.

Housing Authority of the City of Millen
Notes to Financial Statements
December 31, 2008

Capital Assets

A schedule of changes in the Authority's capital assets during 2008 follows:

	Balance December 31, 2007	Increases	Decreases	Balance December 31, 2008
Capital assets, not being depreciated:				
Land	\$ 511,438	\$ -	\$ -	\$ 511,438
Construction in progress	-	135,706	(135,706)	-
Total capital assets, not being depreciated	<u>511,438</u>	<u>135,706</u>	<u>(135,706)</u>	<u>511,438</u>
Capital assets, being depreciated:				
Buildings and improvements	4,257,121	135,706	-	4,392,827
Equipment	98,192	6,563	(3,926)	100,829
Total capital assets, being depreciated	<u>4,355,313</u>	<u>142,269</u>	<u>(3,926)</u>	<u>4,493,656</u>
Less accumulated depreciation for:				
Buildings and improvements	(2,519,434)	(163,982)	-	(2,683,416)
Equipment	(77,437)	(5,655)	3,926	(79,166)
Total accumulated depreciation	<u>(2,596,871)</u>	<u>(169,637)</u>	<u>3,926</u>	<u>(2,762,582)</u>
Total capital assets being depreciated, net	<u>1,758,442</u>	<u>(27,368)</u>	<u>-</u>	<u>1,731,074</u>
Total capital assets, net	<u>\$ 2,269,880</u>	<u>\$ 108,338</u>	<u>\$ (135,706)</u>	<u>\$ 2,242,512</u>

During fiscal year 2008, the Authority incurred \$167,558 in depreciation expense.

NOTE 3: Risk Management

The Authority carries commercial insurance against all risks of loss, including property and general liability, auto, worker's compensation, fidelity, and public official's liability insurance. There have been no significant reductions in insurance coverage in the prior year, and settled claims from these risks have not exceeded commercial insurance coverage in any of the last three fiscal years.

NOTE 4: Claims and Judgments

At December 31, 2008, the Authority was not a defendant in any lawsuit. No provision was made in the audited financial statements for any contingent liabilities. In the opinion of management, there are no legal matters that will have a materially adverse effect on the Authority's financial position.

Housing Authority of the City of Millen
Notes to Financial Statements
December 31, 2008

NOTE 5: Retirement Plan

The Authority provides eligible employees a defined contribution plan, the Housing – Renewal and Local Agency Retirement Plan. A defined contribution plan provides retirement benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions to the participant's account are determined instead of specifying the amount of benefits the participant is to receive. Under a defined contribution plan, the benefits a participant will receive depend solely on the amount contributed to the participant's account, the returns earned on investments of those contributions, and forfeitures of other participants' benefits that may be allocated to such employee's account. The current Authority Retirement Plan was authorized by resolution of the Board of Commissioners, and the plan may be amended at the Board's discretion. Enrollment in the pension plan begins after one year of service. The Authority contributes monthly into an account for each enrolled employee.

For fiscal year ended December 31, 2008, the Authority paid \$82,392 in total salaries. The Authority's required and actual contributions for fiscal year ended December 31, 2008 were \$7,003 or 8.5% of payroll. Employee required and actual contributions for fiscal year ended December 31, 2008 were \$4,943 or 6% of payroll.

There were no changes in plan provisions during fiscal year 2008. Additionally, no loans were made to the employer from the retirement plan, and plan assets do not include any securities of the Authority.

Karp, Ronning & Tindol, P.C.

Certified Public Accountants
123 Abercorn Street
Savannah, Georgia 31401
(912) 232-0475

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 Board of Commissioners of the
Housing Authority of the City of Millen
Millen, Georgia

We have audited the financial statements of the Housing Authority of the City of Millen (Authority), as of and for the year ended December 31, 2008, and have issued our report thereon dated August 20, 2009. 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 authority'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 authority's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the authority's internal control over financial reporting.

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 generally accepted accounting principles 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.

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 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 internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the authority'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*.

We noted certain matters that we reported to management of the authority in a separate letter dated August 20, 2009.

This report is intended solely for the information and use of management, Board of Commissioners, and the U.S. Department of Housing and Urban Development, and is not intended to be and should not be used by anyone other than these specified parties.

Karp, Roseng & Tindol, P.C.

August 20, 2009