

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Big Rapids Housing Commission</u> PHA Code: <u>MI041</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>04/2010</u>																										
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>287</u> Number of HCV units: <u>0</u>																										
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only																										
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																										
	<table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program		PH	HCV	PHA 1:						PHA 2:						PHA 3:					
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PHA 1:																											
PHA 2:																											
PHA 3:																											
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.																										
<b>5.1</b>	<b>Mission.</b> 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: <b>The mission of the Big Rapids Housing Commission is to be the area's affordable housing of choice. We provide and maintain safe, quality housing in a cost-effective manner. By partnering with others, we offer rental assistance and other related services to our community in a non-discriminatory manner.</b>																										
<b>5.2</b>	<b>Goals and Objectives.</b> 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. <b>Refer to attachment mi041a03 Goals and Objectives of the Big Rapids Housing Commission for 2010 - 2014 Progress in Meeting Mission and Goals Annual Plan Year 2010</b>																										
<b>6.0</b>	<b>PHA Plan Update</b> (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: <b>The Big Rapids Housing Commission has not revised any of the PHA Plan elements.</b> (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. <b>The public may obtain copies of the 5-Year and Annual PHA Plan at Big Rapids Housing Commission, 9 Parkview Village, Big Rapids, Michigan during regular business hours of 8:00 a.m. to 4:30 p.m. (except holidays). Refer to attachment mi041b03</b>																										
<b>7.0</b>	<b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i> <b>Not Applicable – Big Rapids Housing Commission does not have any of these programs.</b>																										
<b>8.0</b>	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable. <b>Refer to attachment mi041c03</b> <b>Refer to attachment mi041d03</b> <b>Refer to attachment mi041e03</b>																										
<b>8.1</b>	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> 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. <b>Refer to attachment mi041c03</b>																										

8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> 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.  <b>Refer to attachment mi041d03</b></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input checked="" 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.  <b>Refer to attachment mi041e03</b></p>
9.0	<p><b>Housing Needs.</b> 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.  <b>Refer to attachment mi041f03</b></p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b>  <b>Refer to attachment mi041f03</b></p>
10.0	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p><b>The Big Rapids Housing Commission defines “substantial deviation” as a change to its’ mission by changes, deletions and/or additions of the goals outlined in the Five Year Plan. The addition, deletion and/or modification of objectives to meet the existing goal is not considered a substantial deviation unless they specifically relate to the following activities: demolition, disposition, development, designation or conversion.</b></p> <p><b>The Big Rapids Housing Commission defines “significant amendment” as any change in regards to the following activities: demolition, disposition, development, designation, or conversion.</b></p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.  <b>Refer to attachment mi041g03</b></p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

**Attached is the information contained in the Housing Needs Section of our Consolidated Plan. It shows the strategies the Big Rapids Housing Commission is currently pursuing to address the housing needs in Mecosta County. Also, per the requirements, we have attached data and tables that provide an analysis of our waiting list.**

## **Needs Assessment/Strategies**

The Big Rapids Housing Commission has utilized the **State's Consolidated Plan** to develop strategies to address the housing needs in Mecosta County.

- 1. Expand the availability and supply of safe, decent, affordable, and accessible rental housing for low and extremely low income individuals and families;**

The Big Rapids Housing Commission owns the Nisbett-Fairman Residences which are 38 apartments that are leased to individuals that are at or below 60% of the area median and are age 55 or older.

- 2. Improve and preserve the existing affordable housing stock and neighborhoods;**

Continue to use Capital Funds, Operating Funds and other resources to maintain and operate the existing 287 public housing units.

The Big Rapids Housing Commission also received \$521,146 in 2009 A.R.R.A. funds that are being used for site improvement at Parkview Village North.

- 3. Increase homeownership opportunities for individuals and families by reducing the costs of homeownership;**

The Big Rapids Housing Commission administers an active Family Self-Sufficiency Program. This program promotes the economic independence of families living in assisted housing and allows residents the opportunity to establish an escrow account that can be used for homeownership possibilities.

The Big Rapids Housing Commission has been awarded \$150,000 in Neighborhood Stabilization Program (NSP) Funds from the Michigan State Housing Development Authority to purchase, renovate and sell foreclosed homes within the City of Big Rapids to qualified buyers.

The Domestic Violence Housing Initiative continues to serve 2 families whom where victims of domestic violence.

- 4. Make homeless assistance more effective and responsive to local need through local autonomy and movement toward a continuum of care;**

Through coordination of local agencies many homeless families are provided housing assistance and informed of the resources that are available.

**5. Develop linkages between housing and service sectors to provide greater housing opportunities for household with special needs;**

Working cooperatively with area resources such as Mecosta Osceola Area Resource Center, Family Independence Agency, Community Mental Health, MSHDA, HUD, and the city of Big Rapids, the Big Rapids Housing Commission helps people with disabilities find homes of their own and the supports they require to live as independent as possible. Water Tower Place Apartments, a 19 unit facility exclusively for people with mobility impairments is managed by the Big Rapids Housing Commission and is currently 100% occupied.

**6. Establish a suitable living environment and expand economic opportunities for low and moderate-income people through economic and infrastructure development.**

The Big Rapids Housing Commission Safety and Crime Prevention Plan has been established in consultation with the Big Rapids Department of Public Safety. The plan describes measures to ensure the safety of public housing residents and crime prevention measures. A foot/bicycle police patrol officer has an office located at the Housing Commission and spends much of his time patrolling on or about the housing developments.

The Big Rapids Housing Commission's Family Self Sufficiency Program's Coordinating Committee is a coordination of local community-based resources that promote economic independence of families living in assisted housing. This committee meets on a regular basis and functions as a forum for information sharing and agency networking.

December 17, 2009

**On 10-1-2009**

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	37		
Extremely low income <=30% AMI	27	72	
Very low income (>30% but <=50% AMI)	8	22	
Low income (>50% but <80% AMI)	2	6	
Families with children	20	54	
Elderly families	4	10	
Families with Disabilities	8	21	
Race/ethnicity – White	30	81	
Race/ethnicity – Black	6	16	
Race/ethnicity - Asian	0	0	
Race/ethnicity – Hispanic	1	3	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	15	41	
2 BR	11	30	
3 BR	8	22	
4 BR	2	5	
5 BR	1	2	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

## PUBLIC HOUSING WAITING LIST NEEDS ASSESSMENT TABLE

<b>Table 2. Needs of Specific Families on the Public Housing Waiting List</b>			
	<b>EXTREMELY LOW INCOME</b>	<b>ELDERLY, DISABLED</b>	<b>RACIAL/ETHNIC GROUP</b>
<b>Affordability Issues</b>	We expect a continued demand for this category based on the current demographics of Mecosta County.	We expect a continued demand due to aging in place as well as seniors migrating to live near their children.	None determined.
<b>Supply of Housing</b>	Moderate demand based on experience.	Needs to be increased due to expected increase in senior population.	None determined.
<b>Quality of Housing</b>	Existing units are of good quality.	Commission is currently pursuing the redevelopment of two historical downtown apartment buildings.	None determined.
<b>Accessibility</b>	Good supply.	See above.	None determined.
<b>Size</b>	Good supply.	Not applicable.	Minority population has highest need for larger size units, among extremely low-income families, because of extended families.
<b>Location of Housing</b>	Most affordable units are within the city limit, accessible to public transportation and close to stores. The Commission operates 3 public housing developments.	Available units are located within the city limits. The 47 Nisbett/Fairman Residences are located downtown and house residents 55 and older.	None determined.

The information was analyzed in the following manner.

A preliminary analysis of Big Rapids Rental Market prepared by Community Targeting Associates was utilized along with the 1990 CHAS Table, which addresses renter households in Mecosta County with housing problems. Housing problems is defined as individuals paying high rent burdens and/or living in substandard conditions.

The Big Rapids Housing Commission used this analysis to prepare our five-year goals and objectives. It reflects our priorities that we have set forth in our Mission Statement.

Our agency is part of the entire effort undertaken by the City of Big Rapids to address our jurisdiction's affordable housing needs. While we cannot ourselves meet the entire need identified here, in accordance with our goals included in this Plan, we will try to address some of the identified needs by using appropriate resources to maintain and preserve our existing stock. When appropriate and feasible, we will apply for additional grants and loans from federal, state and local sources, including private sources to help

add to the affordable housing available in our community. We intend to work with our local partners, the City of Big Rapids to try to meet these identified needs. We will continue to use available resources to house people.

The Big Rapids Housing Commission is the managing general partner of the Nisbett-Fairman LDHA LP, which owns and operates the 47 senior apartments on the second and third floors of the Nisbett & Fairman buildings. The Big Rapids Housing Commission is the sole owner of the first floor of each building and rents the commercial space in each building to local businesses. The ownership of buildings is separated according to the Nisbett-Fairman Condominium Deed.

Priorities and guidelines for programs often change from year to year and our decisions to pursue certain opportunities and resources may also change over the coming year if there are program changes beyond our control.

## Detailed Borrowing Analysis

### Capital Fund Grant Leveraging

Completed for	<b>MI041 Big Rapids Housing Commission</b>
Assumed Interest Rate	4.60%
Origination Fee	1.00%
Mgt. Assessment, Fairness Opinion, Lender Legal & Closing Costs	\$ 30,000
DSR Initial Deposit	100%
Term of This Borrowing	20
Months of Cap Interest	3
P&I per Year	12

### Computation of Base Capital Fund for Borrowing

Assumed Base Year Capital Funds Allocation	405,100
Planned Demolition - No Demolition Planned	
Housing Brought Back On Line	
Other Adjustments #1 - 4% estimated reduction for 2006	(16,204)
Other Adjustments #2	
Net Capital Fund	388,896
Annual Debt Service Pledge	128,336
Annual Debt Service Pledge as % of Base Cap Funds	33.0%

### Proceeds Analysis

Gross Borrowing	1,663,260
Less Fees	(46,633)
Reserve Deposit	(128,336)
Less Cap Interest	(19,127)
Net Proceeds to PHA Project Fund	1,469,165
PHA Fiscal Year Ends	3/31/2006

***All interest rates and expenses are assumptions and subject to revision. This is to be used for planning purposes only.***



<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name:  <b>MI041 Big Rapids Housing Commission</b>			Grant Type and Number  Capital Fund Program Grant No: Replacement Housing Factor		Federal FY of Grant: <b>Cap Fund Borrowing</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters / Emergencies <input type="checkbox"/> Revised Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending <input checked="" type="checkbox"/> Final Performance and Evaluation Report			Revision Number		
<b>Performance and Evaluation Report for Period Ending: 3/31/09</b>			<b>Final Performance and Evaluation Report 03/31/09</b>		
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	68,648	113,352	113,352	113,352
8	1440 Site Acquisition				
9	1450 Site Improvement	60,000	354,417	354,417	354,417
10	1460 Dwelling Structures	1,360,000	1,130,773	1,130,773	1,130,773
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	27,150	12,084	12,084	12,084
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	147,463	89,374	89,374	89,374
20	1502 Contingency	0	0	0	0
21	Amount of Proposed Project: (sum of lines 2 – 20)	1,663,261	1,700,000	1,700,000	1,700,000
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				

This project is subject to the approval of the Capital Funds Financing.

<b>Annual Statement/Performance and Evaluation Report</b>									
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>									
<b>Part II: Supporting Pages Performance and Evaluation Report for Period Ending 3/31/09</b>									
PHA Name: <b>MI041 Big Rapids Housing Commission</b>			Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: Capital Fund Borrowing		
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		
<b>Fees and Costs</b>									
<b>PHA Wide</b>	CFFP Fees	1430		<b>46,633</b>	<b>35,126</b>	<b>35,126</b>	<b>35,126</b>	<b>Complete</b>	
	Architectural/Engineering	1430		<b>22,015</b>	<b>78,226</b>	<b>78,226</b>	<b>78,226</b>	<b>Complete</b>	
	<b>Subtotal 1430</b>			<b>68,648</b>	<b>113,352</b>	<b>113,352</b>	<b>113,352</b>		
<b>Site Improvement</b>									
<b>South Parkview Senior Apartments, MI041-1</b>	Improve Barrier Free Access	1450	66	<b>25,000</b>	<b>317,376</b>	<b>317,376</b>	<b>317,376</b>	<b>Complete</b>	
<b>South Parkview Family Apartments, MI041-1</b>	Expanded Parking	1450	42	<b>35,000</b>	<b>37,041</b>	<b>37,041</b>	<b>37,041</b>	<b>Complete</b>	
	<b>Subtotal 1450</b>			<b>60,000</b>	<b>354,417</b>	<b>354,417</b>	<b>354,417</b>		
<b>Dwelling Structures</b>									
<b>Highrise Apartments/Office MI041-3</b>	Replace Windows	1460	92	<b>82,800</b>	<b>170,297</b>	<b>170,297</b>	<b>170,297</b>	<b>Complete</b>	
	Boiler Replacement	1460	0	<b>27,000</b>	<b>0</b>			<b>Deleted</b>	
	Replace Lighting	1460	0	<b>9,600</b>	<b>0</b>			<b>Deleted</b>	
<b>North Parkview Senior Apartments, MI041-2</b>	Replace Windows	1460	266	<b>199,500</b>	<b>182,480</b>	<b>182,480</b>	<b>182,480</b>	<b>Complete</b>	
	Boiler Replacement	1460	0	<b>100,800</b>	<b>0</b>			<b>Deleted</b>	

<b>Annual Statement/Performance and Evaluation Report</b>									
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>									
<b>Part II: Supporting Pages Performance and Evaluation Report for Period Ending 3/31/09</b>									
PHA Name: <b>MI041 Big Rapids Housing Commission</b>			Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: Capital Fund Borrowing		
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		
<b>South Parkview Senior Apartments, MI041-1</b>	Replace Windows	1460	241	180,750	163,599	163,599	163,599	Complete	
	Boiler Replacement	1460	0	105,600				Deleted	
<b>South Parkview Family Apartments, MI041-1</b>	Replace Windows	1460	228	171,000	247,783	247,783	247,783	Complete	
	Replace Furnaces	1460	42	168,000	95,250	95,250	95,250	Complete	
	Replace Bathroom Lights	1460	0	4,200	0			Deleted	
	Replace Water Heaters	1460	42	25,200	25,200	25,200	25,200	Complete	
<b>Evergreen Family Apartments. MI041-3</b>	Replace Windows	1460	285	213,750	246,164	246,164	246,164	Complete	
	Replace Bathroom Lights	1460	0	4,500	0			Deleted	
	Replace Kitchen Lights	1460	0	8,900	0			Deleted	
	Replace Water Closets	1460	0	58,400	0			Deleted	
<b>Subtotal 1460</b>				<b>1,360,000</b>	<b>1,130,773</b>	<b>1,130,773</b>	<b>1,130,773</b>		
<b>North Parkview Senior Community Building</b>	<b>Non-Dwelling Structures</b>								
	Replace Windows	1470	14	10,500	8,130	8,130	8,130	Complete	
	New Boiler System	1470	0	4,200	0			Deleted	

<b>Annual Statement/Performance and Evaluation Report</b>									
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>									
<b>Part II: Supporting Pages Performance and Evaluation Report for Period Ending 3/31/09</b>									
PHA Name: <b>MI041 Big Rapids Housing Commission</b>			Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: Capital Fund Borrowing		
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		
<b>Evergreen Community Building</b>									
	Replace Windows	1470	11	8,250	3,954	3,954	3,954	Complete	
	New Boiler System		0	4,200	0			Deleted	
	<b>Subtotal 1470</b>			<b>27,150</b>	<b>12,084</b>	<b>12,084</b>	<b>12,084</b>		
<b>PHA Wide</b>	<b><u>Collateralization or Debt Service</u></b>								
<b>PHA Wide</b>	Reserve Deposit	1501		128,336	65,310	65,310	65,310	Closed	
	Capitalized Interest	1501		19,127	24,064	24,064	24,064	Closed	
	<b>Subtotal 1501</b>			<b>147,463</b>	<b>89,374</b>	<b>89,374</b>	<b>89,374</b>		
	<b>GRAND TOTAL</b>			<b>1,663,261</b>	<b>1,700,000</b>	<b>1,700,000</b>	<b>1,700,000</b>		

NOTE: The Big Rapids Housing Commission conducted a capital needs assessment in which over \$4 million worth of expenditures are identified. Any remaining funds from these projects will be used to fund priorities from that assessment.







<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
<b>PHA Name:</b> MI041 Big Rapids Housing Commission			<b>Grant Type and Number</b> Capital Fund Program No: Replacement Housing Factor No:			<b>Federal FY of Grant:</b> Capital Fund Borrowing	
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	
<b>High Rise Apartments/Office, MI041-3</b>	3/8/2009	3/31/2009	3/31/2009	3/8/2011	3/31/2009	3/31/2009	
<b>North Parkview Senior Apartments, MI041-2</b>	3/8/2009	3/31/2009	3/31/2009	3/8/2011	3/31/2009	3/31/2009	
<b>South Parkview Senior Apartments, MI041-1</b>	3/8/2009	3/31/2009	3/31/2009	3/8/2011	3/31/2009	3/31/2009	
<b>South Parkview Family Apartments, MI041-1</b>	3/8/2009	3/31/2009	3/31/2009	3/8/2011	3/31/2009	3/31/2009	
<b>Evergreen Family Apartments, MI041-3</b>	3/8/2009	3/31/2009	3/31/2009	3/8/2011	3/31/2009	3/31/2009	
<b>North Parkview Senior Community Building</b>	3/8/2009	3/31/2009	3/31/2009	3/8/2011	3/31/2009	3/31/2009	
<b>Evergreen Community Building</b>	3/8/2009	3/31/2009	3/31/2009	3/8/2011	3/31/2009	3/31/2009	



**Capital Fund Program—Five-Year Action Plan**

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

Attachment mi041d03

<b>Part I: Summary</b>							
PHA Name/Number		Big Rapids Housing Comm.		Locality (City/County & State)		Big Rapids, Mecosta, MI	
				<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	\$99,980	\$226,236	\$139,700	\$139,700	
C.	Management Improvements		-0-	-0-	-0-	-0-	
D.	PHA-Wide Non-dwelling Structures and Equipment		\$135,256	\$9,000	\$95,536	\$95,536	
E.	Administration		\$22,500	\$22,500	\$22,500	\$22,500	
F.	Other		\$15,000	\$15,000	\$15,000	\$15,000	
G.	Operations		\$8,893	\$8,893	\$8,893	\$8,893	
H.	Demolition		-0-	-0-	-0-	-0-	
I.	Development		-0-	-0-	-0-	-0-	
J.	Capital Fund Financing – Debt Service		\$130,619	\$130,619	\$130,619	\$130,619	
K.	Total CFP Funds		\$412,248	\$412,248	\$412,248	\$412,248	
L.	Total Non-CFP Funds		-0-	-0-	-0-	-0-	
M.	Grand Total		\$412,248	\$412,248	\$412,248	\$412,248	

Attachment mi041d03

<b>Part I: Summary (Continuation)</b>							
PHA Name/Number		Locality (City/county & State)				<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
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		
MI041000001	Annual Statement	\$128,792	\$120,546	\$120,236	\$120,236		
MI041000002		\$58,650	\$99,120	\$20,000	\$20,000		
HA Wide		\$224,806	\$192,582	\$272,012	\$272,012		





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

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

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


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

Part I: Summary						
<b>PHA Name:</b> Big Rapids Housing Commission		<b>Grant Type and Number</b> Capital Fund Program Grant No: MI33P04150107 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant: 2007</b> <b>FFY of Grant Approval: 2007</b>	
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/09 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$ 10,000				
3	1408 Management Improvements	-0-				
4	1410 Administration (may not exceed 10% of line 21)	\$ 27,500				
5	1411 Audit	-0-				
6	1415 Liquidated Damages	-0-				
7	1430 Fees and Costs	\$ 10,000				
8	1440 Site Acquisition	-0-				
9	1450 Site Improvement	\$ 56,734				
10	1460 Dwelling Structures	\$ 79,968				
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 5,000				
12	1470 Non-dwelling Structures	\$ 58,000				
13	1475 Non-dwelling Equipment	\$ 35,000				
14	1485 Demolition	-0-				
15	1492 Moving to Work Demonstration	-0-				
16	1495.1 Relocation Costs	-0-				
17	1499 Development Activities <sup>4</sup>	-0-				

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

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

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Big Rapids Housing Commission	<b>Grant Type and Number</b> Capital Fund Program Grant No: MI33P04150107 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2007</b> <b>FFY of Grant Approval: 2007</b>			
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:                      ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/09 <input type="checkbox"/> Final Performance and Evaluation Report					
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>1</sup></b>	
		<b>Original</b>	<b>Revised <sup>2</sup></b>	<b>Obligated</b>	<b>Expended</b>
18a	1501 Collateralization or Debt Service paid by the PHA	\$130,619			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	-0-			
19	1502 Contingency (may not exceed 8% of line 20)	-0-			
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$412,821			
21	Amount of line 20 Related to LBP Activities	-0-			
22	Amount of line 20 Related to Section 504 Activities	\$ 5,000			
23	Amount of line 20 Related to Security - Soft Costs	\$ 23,500			
24	Amount of line 20 Related to Security - Hard Costs	-0-			
25	Amount of line 20 Related to Energy Conservation Measures	-0-			
<b>Signature of Executive Director</b> 		<b>Date 01/22/10</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

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



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

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

Part II: Supporting Pages								
PHA Name:  Big Rapids Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33P04150107 CFPP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2007			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA Wide	Operations	1406	287	\$ 10,000		0	0	Deleted
PHA Wide	Administration	1410	287	\$ 20,000		\$ 20,000	\$ 20,000	Complete
PHA Wide	Eastside Patrol Officer	1410	287	\$ 7,500		\$ 7,500	\$ 7,500	Complete
PHA Wide	Architectural & Engineering Services	1430	287	\$ 10,000		\$ 3,685	\$ 3,685	Complete
PHA Wide	Security Camera System	1450	287	\$ 5,000		\$ 90,409	\$ 27,128	Open
PHA Wide	Playground Equipment	1450	287	\$ 15,000		\$14,743	\$ 14,743	Complete
PHA Wide	Replace Roof on Offices	1460	287	\$ 13,384		\$ 13,384	\$ 13,384	Complete
PHA Wide	Master Key System	1460	287	\$ 10,000		\$ -0-	\$ -0-	Deleted
PHA Wide	Mailboxes	1460	66	\$ 2,002		\$ 3,489	\$ 3,489	Complete
PHA Wide	Window Covering	1460	287	\$ 2,999		\$-0-	\$-0-	Deleted
PHA Wide	504/FairHousing Upgrades	1460	287	\$ 5,000		\$-0-	\$-0-	Deleted
PHA Wide	Appliances	1465	12	\$ 5,000		\$ 7,696	\$ 7,696	Complete
PHA Wide	Maintenance Vehicle	1475	287	\$ 25,000		\$ 24,103	\$ 24,103	Complete
PHA Wide	Office Equipment	1475	287	\$ 10,000		\$ 6,412	\$ 6,412	Complete
PHA Wide	Debt Services	1501	287	\$130,619		\$130,619	\$130,619	Complete
MI33P041001	Entry Renovation	1450	33	\$ 19,234		\$ 19,234	\$19,234	Complete

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

Part II: Supporting Pages								
PHA Name:  Big Rapids Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33P04150107 CFFP (Yes/ No): N Replacement Housing Factor Grant No:			Federal FFY of Grant: 2007			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
MI33P041002	Signs	1450	72	\$ 2,500		\$-0-	\$-0-	Deleted
MI33P041002	Electric Meter Relocation	1450	72	\$ 5,000		\$-0-	\$-0-	Deleted
MI33P041002	Improve Barrier Free Access	1450	72	\$ 5,000		\$ 8,886	\$8,886	Complete
MI33P041002	Landscaping	1450	72	\$ 5,000		\$-0-	\$-0-	Deleted
MI33P041003	Replace Kitchen Cabinets/Countertops	1460	89	\$ 41,583		\$-0-	\$-0-	Deleted
MI33P041003	Install Ceiling Fans	1460	23	\$ 5,000		\$-0-	-0-	Deleted
MI33P041003	Replace Intercom/Video System - Midrise	1470	23	\$ 8,000		\$ 9,091	\$ 9,091	Complete
MI33P041003	Elevator Upgrade	1470	23	\$ 50,000		\$ 53,570	\$ 53,570	Complete
	Total			\$412,821		\$412,821	\$349,540	

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement. <sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Big Rapids Housing Commission				Federal FFY of Grant: 2007	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA Wide	09/30/2009		09/30/2010		
MI041000001 Evergreen & Family Parkview Vlg.	09/30/2009		09/30/2010		
MI041000002 Senior Parkview Vlg.	09/30/2009		09/30/2010		

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

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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Big Rapids Housing Commission				Federal FFY of Grant: 2007	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

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

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

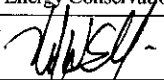
U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

Part I: Summary						
PHA Name: <b>Big Rapids Housing Commission</b>		Grant Type and Number Capital Fund Program Grant No: MI33P04150108 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2008 FFY of Grant Approval: 2008	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/09 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$ 2,500				
3	1408 Management Improvements	-0-				
4	1410 Administration (may not exceed 10% of line 21)	\$ 27,500				
5	1411 Audit	-0-				
6	1415 Liquidated Damages	-0-				
7	1430 Fees and Costs	\$ 10,000				
8	1440 Site Acquisition	-0-				
9	1450 Site Improvement	\$120,000				
10	1460 Dwelling Structures	\$106,093				
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 10,000				
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment	\$ 5,000				
14	1485 Demolition	-0-				
15	1492 Moving to Work Demonstration	-0-				
16	1495.1 Relocation Costs	-0-				
17	1499 Development Activities <sup>4</sup>	-0-				

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

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

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Big Rapids Housing Commission		<b>Grant Type and Number</b> Capital Fund Program Grant No: MI3P04150108 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2008</b> <b>FFY of Grant Approval: 2008</b>	
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/09 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	\$130,619			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	-0-			
19	1502 Contingency (may not exceed 8% of line 20)	-0-			
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$411,712			
21	Amount of line 20 Related to LBP Activities	-0-			
22	Amount of line 20 Related to Section 504 Activities	\$ 80,000			
23	Amount of line 20 Related to Security - Soft Costs	\$ 7,500			
24	Amount of line 20 Related to Security - Hard Costs	\$ 20,000			
25	Amount of line 20 Related to Energy Conservation Measures	\$ 10,000			
<b>Signature of Executive Director</b> 		<b>Date 01/22/10</b>		<b>Signature of Public Housing Director</b> <b>Date</b>	

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

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

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

Part II: Supporting Pages								
PHA Name:  Big Rapids Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33P04150108 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2008			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA Wide	Operations	1406	287	\$ 2,500		0	0	Open
PHA Wide	Administration	1410	287	\$ 20,000		\$ 20,000	\$ 20,000	Complete
PHA Wide	Eastside Patrol Officer	1410	287	\$ 7,500		\$ 7,500	\$ 7,500	Complete
PHA Wide	Architectural & Engineering Services	1430	287	\$ 10,000		\$ 12,964	\$ 12,964	Open
PHA Wide	Security Camera System	1450	198	\$ 20,000		\$	\$	Open
PHA Wide	504/Fair Housing Upgrades	1460	287	\$ 5,000		0	0	Open
PHA Wide	Appliances	1465	30	\$ 10,000		\$15,306	\$15,306	Complete
PHA Wide	Office Equipment	1460	287	\$ 5,000		\$ 2,674	\$ 2,674	Open
PHA Wide	Debt Services	1501	287	\$130,619		\$130,619	\$ 32,655	Open
MI33P041001	Parking Lot Repair	1450	89	\$ 10,000		\$ 13,807	\$ 13,807	Complete
MI33P041001	Replace Kitchen Cabinets/Countertops	1460	20	\$ 47,614		0	0	Open
MI33P041002	Boiler Room Doors	1450	20	\$ 10,000		0	0	Open
MI33P041002	Landscaping	1450	66	\$ 5,000		\$ 1,644	\$ 1,644	Open
MI33P041002	Improve Barrier Free Access	1450	66	\$ 75,000		0	0	Open
MI33P041002	Tub Surrounds	1460	10	\$ 22,592		0	0	Open
MI33P041002	Brick Repair – Mid-rise	1460	23	\$ 10,000		0	0	Open
MI33P041002	Mailboxes	1460	66	\$ 3,500		\$ 3,432	\$ 3,432	Open

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

Part II: Supporting Pages								
PHA Name:  Big Rapids Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33P04150108 CFFP (Yes/ No): N Replacement Housing Factor Grant No:			Federal FFY of Grant: 2008			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
MI33P041002	Replace Sliding Glass Door Hardward	1460	67	\$ 3,500		0	0	Open
MI33P041002	Asbestos Removal	1460	133	\$ 13,887		\$ 13,887	\$ 13,887	Closed

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement. <sup>2</sup> To be completed for the Performance and Evaluation Report.



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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Big Rapids Housing Commission				Federal FFY of Grant: 2008	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA Wide	09/30/2010		09/30/2012		
MI041000001 Evergreen & Family Parkview Vlg.	09/30/2010		09/30/2012		
MI041000002 Senior Parkview Vlg.	09/30/2010		09/30/2012		

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

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

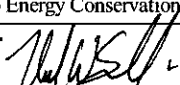
U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

Part I: Summary						
<b>PHA Name:</b> Big Rapids Housing Commission		<b>Grant Type and Number</b> Capital Fund Program Grant No: MI33S04150109 Replacement Housing Factor Grant No: Date of CFFP:			ARRA	<b>FFY of Grant: 2009</b> <b>FFY of Grant Approval: 2009</b>
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:1 ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/09 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	-0-	-0-			
3	1408 Management Improvements	-0-	-0-			
4	1410 Administration (may not exceed 10% of line 21)	\$ 20,000	\$20,000.00	\$20,000.00	\$20,000.00	
5	1411 Audit	-0-	-0-	-0-		
6	1415 Liquidated Damages	-0-	-0-	-0-		
7	1430 Fees and Costs	\$ 25,000	\$25,376.07	\$25,376.07	\$23,186.07	
8	1440 Site Acquisition	-0-	-0-			
9	1450 Site Improvement	\$326,146	\$357,002.93	\$357,002.93	\$307,247.40	
10	1460 Dwelling Structures	\$100,000	-0-	-0-		
11	1465.1 Dwelling Equipment--Nonexpendable	-0-	-0-	-0-		
12	1470 Non-dwelling Structures	\$ 50,000	\$118,767.00	\$118,767.00	-0-	
13	1475 Non-dwelling Equipment	-0-	-0-	-0-		
14	1485 Demolition	-0-	-0-	-0-		
15	1492 Moving to Work Demonstration	-0-	-0-	-0-		
16	1495.1 Relocation Costs	-0-	-0-	-0-		
17	1499 Development Activities <sup>4</sup>	-0-	-0-	-0-		

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

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

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Big Rapids Housing Commission		<b>Grant Type and Number</b> ARRA Capital Fund Program Grant No: MI33S04150109 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2009</b> <b>FFY of Grant Approval: 2009</b>	
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1                      ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/09 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	-0-	-0-	-0-	
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	-0-	-0-	-0-	
19	1502 Contingency (may not exceed 8% of line 20)	-0-	-0-	-0-	
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$521,146	521,146	\$521,146	\$335,433.47
21	Amount of line 20 Related to LBP Activities	-0-	-0-		
22	Amount of line 20 Related to Section 504 Activities	-0-	-0-		
23	Amount of line 20 Related to Security - Soft Costs	-0-	-0-		
24	Amount of line 20 Related to Security - Hard Costs	-0-	-0-		
25	Amount of line 20 Related to Energy Conservation Measures	-0-	-0-		
<b>Signature of Executive Director</b> 		<b>Date</b> 1/22/10		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

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

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

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

Part II: Supporting Pages								
PHA Name:  Big Rapids Housing Commission		Grant Type and Number ARRA Capital Fund Program Grant No: MI33S04150109 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA Wide	Administration	1410		\$ 20,000	20,000.00	20,000.00	\$ 5,000	Open
PHA Wide	Architectural & Engineering Services	1430		\$ 25,000	25,376.07	25,376.07	23,186.07	Open
MI041000002 North Parkview Vlg.	Site Improvements - Barrier Free Access, Parking Lots, Landscaping	1450	66	\$326,146	357,002.93	357,002.93	307,247.40	Open
MI041000001 Evergreen Vlg.	Replace Kitchen Cabinets/Countertops	1460	89	\$100,000	-0-	-0-	-0-	Deleted
MI041000002 North Parkview Vlg.	Storage Units	1470	67	\$ 50,000	118,767.00	118,767.00	-0-	Open
	Total			\$521,146	521,146.00	521,146.00	335,433.47	

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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Big Rapids Housing Commission			ARRA		Federal FFY of Grant: 2009
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA Wide	03/31/11		03/31/12		
MI041000002 North Parkview Vlg.	03/31/11		03/31/12		
MI041000001 Evergreen Vlg.	03/31/11		03/31/12		

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

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

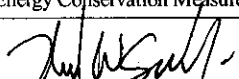
U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

Part I: Summary						
PHA Name: <b>Big Rapids Housing Commission</b>		Grant Type and Number Capital Fund Program Grant No: MI33P04150109 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2009 FFY of Grant Approval: 2009	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/09 <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$ 5,000				
3	1408 Management Improvements	-0-				
4	1410 Administration (may not exceed 10% of line 21)	\$ 27,500				
5	1411 Audit	-0-				
6	1415 Liquidated Damages	-0-				
7	1430 Fees and Costs	\$ 10,000				
8	1440 Site Acquisition	-0-				
9	1450 Site Improvement	\$ 3,000				
10	1460 Dwelling Structures	\$208,629				
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 7,000				
12	1470 Non-dwelling Structures	\$ 5,000				
13	1475 Non-dwelling Equipment	\$ 15,500				
14	1485 Demolition	-0-				
15	1492 Moving to Work Demonstration	-0-				
16	1495.1 Relocation Costs	-0-				
17	1499 Development Activities <sup>4</sup>	-0-				

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

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

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

<b>Part I: Summary</b>						
<b>PHA Name:</b> Big Rapids Housing Commission		<b>Grant Type and Number</b> Capital Fund Program Grant No: MI33P04150109 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant:2009</b> <b>FFY of Grant Approval: 2009</b>	
<b>Type of Grant</b> <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 <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA	\$130,619				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	-0-				
19	1502 Contingency (may not exceed 8% of line 20)	-0-				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$412,248				
21	Amount of line 20 Related to LBP Activities	-0-				
22	Amount of line 20 Related to Section 504 Activities	\$ 2,500				
23	Amount of line 20 Related to Security - Soft Costs	\$ 7,500				
24	Amount of line 20 Related to Security - Hard Costs	-0-				
25	Amount of line 20 Related to Energy Conservation Measures	-0-				
<b>Signature of Executive Director</b> 		<b>Date 1/22/10</b>		<b>Signature of Public Housing Director</b> <b>Date</b>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
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Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

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

Part II: Supporting Pages								
PHA Name:  Big Rapids Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33P04150109 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2009			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA Wide	Operations	1406	287	\$ 5,000				
PHA Wide	Administration	1410	287	\$ 20,000				
PHA Wide	Eastside Patrol Officer	1410	287	\$ 7,500				
PHA Wide	Architectural & Engineering Services	1430	287	\$ 10,000				
PHA Wide	504/Fair Housing Upgrades	1460	10	\$ 2,500				
PHA Wide	Office Equipment	1475	287	\$ 2,500				
PHA Wide	Debt Services	1501	287	\$130,619				
MI041000001	Replace Kitchen Cabinets/Countertops	1460	43	\$195,000				
MI041000001	Parking Lot Maintenance	1450	50	\$ 3,000				
MI041000001	Appliances	1465	8	\$ 3,500				
MI041000001	Maintenance Tractor	1475	89	\$ 13,000				
MI041000002	Tub Surrounds/Reseal tubs	1460	10	\$ 11,129				
MI041000002	Appliances	1465	8	\$ 3,500				
MI041000002	Common Area Upgrades	1470	23	\$ 5,000				
	Total			\$ 412,248				

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.



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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Big Rapids Housing Commission				Federal FFY of Grant: 2009	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA Wide	09/14/2011		09/14/2013		
MI041000001 Evergreen & Family Parkview Vlg.	09/14/2011		09/14/2013		
MI041000002 Senior Parkview Vlg.	09/14/2011		09/14/2013		

<sup>1</sup> 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, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

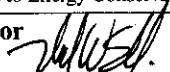
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

Part I: Summary						
PHA Name: <b>Big Rapids Housing Commission</b>		Grant Type and Number Capital Fund Program Grant No: MI33P04150110 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 <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$ 8,893				
3	1408 Management Improvements	-0-				
4	1410 Administration (may not exceed 10% of line 21)	\$ 22,500				
5	1411 Audit	-0-				
6	1415 Liquidated Damages	-0-				
7	1430 Fees and Costs	\$ 15,000				
8	1440 Site Acquisition	-0-				
9	1450 Site Improvement	\$ 18,000				
10	1460 Dwelling Structures	\$122,742				
11	1465.1 Dwelling Equipment—Nonexpendable	\$ 13,494				
12	1470 Non-dwelling Structures	\$ 30,000				
13	1475 Non-dwelling Equipment	\$ 51,000				
14	1485 Demolition	-0-				
15	1492 Moving to Work Demonstration	-0-				
16	1495.1 Relocation Costs	-0-				
17	1499 Development Activities <sup>4</sup>	-0-				

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

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

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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Big Rapids Housing Commission		<b>Grant Type and Number</b> Capital Fund Program Grant No: : MI33P04150110 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2010</b> <b>FFY of Grant Approval: 2010</b>	
<b>Type of Grant</b> <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 <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	\$130,619			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	-0-			
19	1502 Contingency (may not exceed 8% of line 20)	-0-			
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$412,248			
21	Amount of line 20 Related to LBP Activities	-0-			
22	Amount of line 20 Related to Section 504 Activities	-0-			
23	Amount of line 20 Related to Security - Soft Costs	\$ 7,500			
24	Amount of line 20 Related to Security - Hard Costs	-0-			
25	Amount of line 20 Related to Energy Conservation Measures	-0-			
<b>Signature of Executive Director</b> 		<b>Date</b> 1/22/10		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

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

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

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

Part II: Supporting Pages								
PHA Name:  Big Rapids Housing Commission		Grant Type and Number Capital Fund Program Grant No: : MI3P04150110 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2010			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA Wide	Operations	1406	287	\$ 8,893				
PHA Wide	Administration	1410	287	\$ 15,000				
PHA Wide	Eastside Patrol Officer	1410	287	\$ 7,500				
PHA Wide	Architectural & Engineering Services	1430	287	\$ 15,000				
PHA Wide	Sidewalk Replacement	1450	287	\$10,000				
PHA Wide	Landscaping	1450	287	\$ 8,000				
PHA Wide	Replace O.S. Hose Bib	1460	287	\$ 20,000				
PHA Wide	Appliances	1465	30	\$13,494				
PHA Wide	Office Equipment	1475	287	\$ 2,000				
PHA Wide	Debt Services	1501	287	\$130,619				
MI041000001	Vanity & Lav. Faucets	1460	131	\$ 21,536				
MI041000001	Bathroom Flooring	1460	9	\$ 2,500				
MI041000001	Flooring	1460	131	\$ 26,706				
MI041000001	Re-roof Sheds EV & NPV	1470	98	\$ 30,000				
MI041000001	Playground Equipment	1475	131	\$10,000				
MI041000002	Emergency Bell System	1460	133	\$40,000				
MI041000002	Flooring – Midrise	1460	23	\$ 12,000				
MI041000002	Maintenance Vehicle	1475	156	\$ 25,000				
MI041000002	Maintenance Tractor	1475	156	\$ 14,000				
	Total			\$412,248				

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Big Rapids Housing Commission				Federal FFY of Grant: 2010	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PHA Wide	09/30/2012		09/30/2014		
MI041000001 Evergreen & Family Parkview Vlg.	09/30/2012		09/30/2014		
MI041000002 Senior Parkview Vlg.	09/30/2012		09/30/2014		

<sup>1</sup> 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.

**PHA Plan Elements**

- a. The Big Rapids Housing Commission has not revised any of the Plan Elements since the Housing Commission's prior plan submission.
- b. The 5-Year and Annual Plan is available at the Big Rapids Housing Commission, 9 Parkview Village, Big Rapids, Michigan during regular business hours of 8:00 a.m. to 4:30 p.m. Monday – Friday, (except holidays).
1. **ELIGIBILITY, SELECTION AND ADMISSIONS POLICIES, INCLUDING DECONCENTRATION AND WAIT LIST PROCEDURES**

The Big Rapids Housing Commission Admissions and Continued Occupancy Policy defines the Big Rapids Housing Commission's policies for the operation for the Public Housing Program, incorporating Federal, State and local law.

There are five eligibility requirements for admission to public housing: qualifies as a family, has an income within the income limits, meets citizenship/eligible immigrant criteria, provides documentation of Social Security numbers, and signs consent authorization documents. In addition to the eligibility criteria, families must also meet the Big Rapids Housing Commission screening criteria in order to be admitted to public housing.

Applicant families will be evaluated to determine whether, based on their recent behavior, such behavior could reasonably be expected to result in noncompliance with the public housing lease. The Big Rapids Housing Commission will look at past conduct as an indicator of future conduct. Emphasis will be placed on whether a family's admission could reasonably be expected to have a detrimental effect on the development environment, other Residents, Big Rapids Housing Commission employees, or other people residing in the immediate vicinity of the property. Otherwise eligible families will be denied admission if they fail to meet the suitability criteria.

**Buildings Designed for the Elderly and Disabled:** Preference will be given to elderly and disabled families. If there are no elderly or disabled families on the list, preference will then be given to near-elderly families. If there are no near-elderly families on the waiting list, units will be offered to families who qualify for the appropriate bedroom size.

Families who are elderly or disabled will be offered housing before other single persons.

The date and time of application will be noted and utilized to determine the sequence of applicants' placement on the waiting list.

**Accessible Units:** Accessible units will be first offered to families who may benefit from the accessible features. Applicants for these units will be selected utilizing the same preference system as outlined above. If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names

come to the top of the waiting list. Such applicants, however, must sign a release form stating they will accept a transfer (at their own expense) if, at a future time, a family requiring an accessible feature applies.

**Disaster –Affected Family:** Families of federally declared disasters who are Section 8 voucher holders or public housing residents in another jurisdiction will receive preference over other waiting list placeholders for public housing.

***SELECTION FROM WAITING LIST***

The Big Rapids Housing Commission shall follow the statutory requirement that at least 40% of newly admitted families in any fiscal year be families whose annual income is at or below 30% of the area median income. To insure this requirement is met we shall quarterly monitor the incomes of newly admitted families and the incomes of the families on the waiting list. If it appears that the requirement to house extremely low income families will not be met, we will skip higher income families on the waiting list to reach extremely low-income families.

If there are not enough extremely low-income families on the waiting list we will conduct outreach on a non-discriminatory basis to attract extremely low-income families to reach the statutory requirement.

***DECONCENTRATION POLICY***

It is Big Rapids Housing Commission's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Big Rapids Housing Commission will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement. The worksheet for the analysis can be found in Appendix 1 of the Admissions and Continued Occupancy Policy.

***ORGANIZATION OF THE WAITING LIST***

The waiting list will be maintained in accordance with the following guidelines:

- A. The application will be a permanent file;
- B. All applications will be maintained in order of bedroom size, preference, and then in order of date and time of application; and

- C. Any contacts between the Big Rapids Housing Commission and the applicant will be documented in the applicant file.

***FAMILIES NEARING THE TOP OF THE WAITING LIST***

When a family appears to be within three (3) applicants of the top of the waiting list, the family will be invited to an interview and the verification process will begin.

***PURGING THE WAITING LIST***

The Big Rapids Housing Commission will update and purge its waiting list at least annually to ensure that the pool of applicants reasonably represents the interested families for whom the Big Rapids Housing Commission has current information, i.e. applicant's address, family composition, income category, and preferences.

***REMOVAL OF APPLICANTS FROM THE WAITING LIST***

The Big Rapids Housing Commission will not remove an applicant's name from the waiting list unless:

- A. The applicant requests in writing that the name be removed;
- B. The applicant fails to respond to a written request for information or a request to declare their continued interest in the program; or
- C. The applicant does not meet either the eligibility or suitability criteria for the program.



2. FINANCIAL RESOURCES

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2010 grants)</b>		
a) Public Housing Operating Fund	\$733,133	PH Operations
b) Public Housing Capital Fund	\$412,248	Capital Improvements
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Resident Opportunity and Self- Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	\$683,440	PH Operations
<b>4. Other income</b> (list below)	\$12,000	PH Operations
Excess Utilities		
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	\$1,840,821	

3. RENT DETERMINATION

The Big Rapids Housing Commission operates a Public Housing Program and we have decided to set the following rent policies.

1. We are retaining the calculation of rent payment at greater of 30% of adjusted monthly income, 10% of monthly income, or shelter rent.

2. We are not adding any income exclusions to the statutory ones in the calculation of adjusted income because we cannot afford to do so at a time when the Federal government is under-funding public housing operations.
3. We have established a minimum rent of \$50.00.
4. We have adopted Flat Rent amounts. These amounts are based on an average of the MSHDA's Payment Standards and the Fair Market Rents for Mecosta County and is reviewed and established annually.

4. OPERATIONS AND MANAGEMENT

The Big Rapids Housing Commission has the following Policies that govern our operations:

Admissions and Continued Occupancy Policy (ACOP)	Joint Occupancy Policy
Air Conditioner Policy	Laundry Room Rules
Allowance for Doubtful Accounts	Lease Addendum/Removal Policy
Alterations Policy	Maintenance Policy
Blood-Borne Diseases Policy	Master Key Policy
Cable Service Policy	Natural Disaster Policy
Capitalization Policy	Parking Policy
Cellular Phone Usage Policy	Personnel Policy & Work Rules
Community Room Use Policy	Pest Control Policy
Community Service/Self Sufficiency Policy	Pet Policy
Credit Card Use Policy	Playground Policy
Criminal Records Policy	Procurement Policy
Deconcentration Policy	Public Comment Policy
Disposition Policy	Rent Collection Policy
Drug-Free Workplace Policy	Repayment Agreement Policy
Earned Income Disallowance Policy	Safety and Crime Prevention
Employee Childcare Policy	Security Deposit Policy
Equal Housing Opportunity Policy	Snow Removal Policy
Ethics Policy	Transfer Policy
Fire Extinguisher Policy	Travel Policy
Garbage Collection Policy	Trespass Policy
Grievance Procedure Policy	Tuition Reimbursement Policy
Harassment Policy	UIV/EIV Policy
Hazardous Materials Policy	Utility Allowance and Excess Utility Schedule
Internal Control Policy	Water Usage Policy
Investment Policy	Window Coving Policy

Copies of these policies can be located at **9 Parkview Village, Big Rapids, MI 49307.**

The Big Rapids Housing Commission operates the following programs:

<b>PROGRAM</b>	<b>BRIEF DESCRIPTION</b>
Public Housing Program	Affordable, income based housing for eligible individuals

The Big Rapids Housing Commission has 287 public housing units in the following locations:

<b>DEVELOPMENT NAME</b>	<b>NUMBER OF UNITS</b>
Parkview Village 41-1	100
Parkview Village 41-2	75
Evergreen Village 41-3	112
Total	287

Upon conversion to Asset Management the above developments were placed into 2 Amps.

<b>AMP NUMBER</b>	<b>NUMBER OF UNITS</b>
mi041 000001 – Family Residents	131
mi041 000002 – Senior Residents	156
Total	287

We have a Resident Commissioner on our Board of Commissioners. This position is appointed by the City Manager, with City Commission approval.

A Big Rapids Housing Commission Organizational Flow Chart is also maintained and available.

5. GRIEVANCE PROCEDURE

Any grievance shall be promptly and personally presented, either orally or in writing, to the Big Rapids Housing Commission office, at 9 Parkview Village so that the grievance may be discussed informally and settled without a hearing. A summary of such discussion shall be prepared within fourteen (14) calendar days and one copy shall be given to the resident and one retained in the Commission's resident file. The summary shall specify the names of the participants, dates of the meeting, the nature of the proposed disposition of the complaint and the specific reasons therefor, and shall specify the procedures by which a hearing under these procedures may be obtained if the resident is not satisfied.

***REQUEST FOR HEARING***

The resident shall submit a written request for a hearing to the Commission or the development office within fourteen (14) calendar days from the date of the mailing of the summary of the discussion pursuant to section 3.0. The written request shall specify:

- A. The reasons for the grievance; and
- B. The action or relief sought.

***SELECTION OF A HEARING PANEL***

A grievance hearing shall be conducted by a panel appointed by the Big Rapids Housing Commission and the Resident Council.

6. **DESIGNATED HOUSING FOR ELDERLY AND DISABLED FAMILIES**

The Big Rapids Housing Commission currently does not have any designated housing and has no plans to designate any of our public housing property in the next year for the exclusive use of either the elderly or people with disabilities. This decision is consistent with our needs assessment and Consolidated Plan.

7. **COMMUNITY SERVICE AND SELF-SUFFICIENCY**

The Big Rapids Housing Commission has a Community Service and Economic Self Sufficiency Policy that states in part:

Community Service is defined as “the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community.” Community Service is not employment and may not include political activities.

In order to be eligible for continued occupancy, each non-exempt adult household member shall either contribute eight hours per month of community service within their community, or participate in an economic self-sufficiency program for eight hours per month. The requirements can also be met by a combination of eight hours of Community Service and participation in an Economic Self-Sufficiency Program.

**Earned Income Disallowance Policy**

The Big Rapids Housing Commission’s Earned Income Disallowance Policy offers eligible families economic self-sufficiency through the following guidelines:

For initial, cumulative 12-month period, the Big Rapids Housing Commission will exclude from annual income of a qualified family all increases in employment income of a family member where that family member:

Was previously unemployed for at least the past 12 months (or has earned from employment in the past year less than what would have been earned by working 10 hours per week, 50 weeks per year, at the prevailing minimum wage);

Has had an increase in earnings during participation in an economic self-sufficiency or other job training program; or

Has received at least \$500.00 in benefits from TANF over the past six months.

After the initial 12-month full disallowance, the Big Rapids Housing Commission will exclude from annual income 50% of the increase in employment income of a family member over prior income of that family member, for a cumulative 12-month period. The other 50% of the income increase is therefore “phased-in” to the family’s annual income.

#### Family Self-Sufficiency

The Big Rapids Housing Commission administers an active Family Self-Sufficiency Program. This program promotes the economic independence of families living in assisted housing and allows residents the opportunity to establish an escrow account that can be used for homeownership possibilities.

#### Homeownership Program

The Big Rapids Housing Commission has been awarded \$150,000 in Neighborhood Stabilization Program (NSP) Funds from the Michigan State Housing Development Authority to purchase, renovate and sell foreclosed homes within the City of Big Rapids to qualified buyers.

### 8. SAFETY AND CRIME PREVENTION

On a monthly basis the Big Rapids Housing Commission reviews crime statistics for our neighborhood and public housing developments. Copies of police reports generated from calls to our developments are quantified and utilized to address any issues affecting crime and safety within our neighborhood and developments.

The Big Rapids Housing Commission continues to fund the Eastside Community Officer position and provides office space at the Housing Commission administration office. The Eastside Officer continues to have a tremendous impact in the neighborhood and in public housing developments. This position along with thorough application screening allows residents of Big Rapids Housing Commission to enjoy safe, affordable housing within the City of Big Rapids.

The Big Rapids Housing Commission Neighborhood Watch Program meets on the 2<sup>nd</sup> Tuesday of each month. The program provides home safety and educational information to residents. The Neighborhood Watch Program’s goals include crime reduction, establishment of safe houses for children, educating residents on ways to improve the area and quality of life, and improving communication between residents, management and local law enforcement agencies.

All the apartments within the Big Rapids Housing Commission developments are now covered by security cameras. This recently completed project has given the residents a greater sense of security and assists with local law enforcement issues.

9. PETS

The Big Rapids Housing Commission Pet Policy was revised by Resolution #535 on February 8, 2007.

The policy addresses types of household pets permitted, the pet registration process, rules the pet owner must follow and the action that will be taken if the pet owner becomes non-compliant with the policy. Pet owners must adhere to size restrictions; provide proof of inoculations, spaying and neutering, etc. Residents are required to pay a pet deposit, provide a picture of the pet and designate a person to care for the pet in case of an emergency. This information is required before the pet is permitted on the grounds and is updated annually thereafter.

10. CIVIL RIGHTS CERTIFICATION

The Big Rapids Housing Commission certifies that it will carry out the Agency Plan (both our Five-Year Plan and our Annual Plan) in compliance with all applicable civil rights requirements and will affirmatively further fair housing. In particular, we will comply with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990. This is in continuation of our long-standing anti-discrimination tradition. See HUD-50077-CR attached.

11. FISCAL YEAR AUDIT

The Big Rapids Housing Commission's most recent audit report conducted by Smith & Klaczkiewicz, PC CPA's and Consultants for F.Y.E. 3/31/09, was classified as unqualified and contained no findings or questioned costs.

12. ASSET MANAGEMENT

The Big Rapids Housing Commission completed its transition to asset management effective 4/1/2009 and are successfully fulfilling all the necessary requirements in accordance with our Statement of Approach to Asset Management.

13. VIOLENCE AGAINST WOMEN ACT (VAWA)

The Big Rapids Housing Commission adopted Resolution #556, on October 9, 2008, affirming the implementation of the Violence against Women and Justice Department Reauthorization Act of 2005. Residents who are victims of domestic violence are provided a Certification of Domestic Violence, Dating Violence, or Stalking Form. In addition, we work closely with the local domestic violence shelter for women and children to house domestic violence victims.

**Domestic Violence Housing Initiative**

The Big Rapids Housing Commission owns and manages two single family homes located at 121 Second Avenue and 1216 Maple Street as part of collaboration with Women's Information Services, Inc. (WISE). These properties are funded through a Domestic Violence Housing Initiative grant through the Michigan State Housing Development Authority (MSHDA). These homes are used as permanent, supportive,

rental housing for survivors of domestic violence who are homeless. The Housing Commission assists in the selection of victims of domestic violence as tenants for available housing based on recommendations from WISE. WISE maintains a liaison to the Landlord for each tenant, including 24-hour per day, 7-day per week on-call contact person and phone number. The liaison communicates housing issues to the Housing Commission and assists tenants with crisis situations, home maintenance requests, eviction prevention and tenant/landlord communications.

## **Goals and Objectives of the Big Rapids Housing Commission for 2010 - 2014**

### **Goal One**

Manage the Big Rapids Housing Commission's existing public housing program in an efficient and effective manner thereby continuing to qualify as at least a standard performer.

#### **Objectives**

1. HUD shall continue to recognize the Big Rapids Housing Commission as a high performer.
2. The Big Rapids Housing Commission shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list.
3. The Big Rapids Housing Commission shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.
4. To continue to upgrade the facilities as funding permits.

### **Goal Two**

Manage the Big Rapids Housing Commission in a manner that results in full compliance with applicable statutes and regulations as defined by program audit findings.

1. The Big Rapids Housing Commission shall maintain the percentage of rents collected to an acceptable rate determined by HUD regulations.
2. The Big Rapids Housing Commission shall achieve and sustain an occupancy rate acceptable to the rate determined by HUD regulations.
3. The Big Rapids Housing Commission shall continue to implement its asset management plan.

### **Goal Three**

Provide a safe and secure environment in the Big Rapids Housing Commission public housing developments.

#### **Objectives**

1. The Big Rapids Housing Commission shall continue to strive to reduce crime in its developments by sponsoring the Resident Neighborhood Watch Program.



2. The Big Rapids Housing Commission shall continue to reduce crime in its developments so that the crime rate is no greater than the surrounding neighborhood.
3. The Big Rapids Housing Commission shall continue the memorandum of understanding between the jurisdiction's law enforcement agency and this agency.
4. The Big Rapids Housing Commission shall reduce its evictions due to violations of criminal laws through aggressive screening procedures.

**Other PHA Goals and Objectives:**

Operate the Big Rapids Housing Commission in full compliance with the Equal Opportunity laws and regulations.

The Big Rapids Housing Commission shall ensure equal treatment of all applicants, residents, employees, and vendors.

The Big Rapids Housing Commission shall mix its public housing development populations as much as possible ethnically, racially, and income wise.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

- The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan.

In summary, we are on course to improve the condition of affordable housing in Big Rapids.

Progress in Meeting Mission and Goals  
Annual Plan Year 2010

The Big Rapids Housing Commission has progressed in achieving our mission and many of the goals outlined in our 5-Year Plan.

We continue to provide and maintain safe, quality housing in a cost-effective manner. Partnering with others we offer rental assistance and other related services to our community in a non-discriminatory manner.

We have managed our existing public housing program in an efficient and effective manner and have achieved a 95 on the most recent PHAs score.

The Big Rapids Housing Commission is in full compliance with applicable statutes and

regulations as supported by the recent audit.

The Big Rapids Housing Commission is maintaining an occupancy and rents collected rate acceptable by HUD regulations.

The Nisbett-Fairman Residences continue to be successfully operated with our involvement as the managing partner. The residences include 38 apartments that are leased to those that are at or below 60% of the area median and are age 55 or over.

The Big Rapids Housing Commission and the City of Big Rapids Department of Public Safety are continuing the Memorandum of Agreement to have the East Side Community Officer's presence on Big Rapids Housing Commission's property. This program, along with our extensive application screening process and strict enforcement of our lease has extremely reduced the crime rate within our developments. The Housing Commission is implementing additional safety measures by installing security cameras at various sites around the public housing properties.

The Big Rapids Housing Commission continues to promote a motivating work environment with an efficient team of employees operating as a customer-friendly and fiscally prudent leader in the affordable housing industry. A new website has been developed and maintained detailing the opportunities provided by the Big Rapids Housing Commission.

Our active Family Self-Sufficiency Program promotes economic opportunity for the families and individuals residing in our housing complex.

The Big Rapids Housing Commission has been awarded \$150,000 in Neighborhood Stabilization Program (NSP) Funds from the Michigan State Housing Development Authority to purchase, renovate and sell foreclosed homes within the City of Big Rapids to qualified buyers.

The Domestic Violence Housing Initiative continues to serve 2 families whom where victims of domestic violence.

The Big Rapids Housing Commission has completed over \$3 million worth of improvements to the public housing properties within the last year with a major emphasis on energy savings.

The Big Rapids Housing Commission also received \$521,146 in A.R.R.A. funds that are being used for site improvement at Parkview Village North.

The Big Rapids Housing Commission will continue to strive in meeting the mission and goals outlined in our 5-Year Plan.

Resolution #571

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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the  5-Year and/or  Annual PHA Plan for the PHA fiscal year beginning 2010, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

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

Big Rapids Housing Commission

MI33P-041

PHA Name

PHA Number/HA Code

X      5-Year PHA Plan for Fiscal Years 20<sup>10</sup> - 20<sup>14</sup>

X      Annual PHA Plan for Fiscal Years 20<sup>10</sup> - 20<sup>10</sup>

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

Name of Authorized Official	Title
Carleen T. Rose	President
Signature	Date
<i>Carleen T. Rose</i>	December 12, 2009

**Civil Rights Certification**

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

**Civil Rights Certification**

**Annual Certification and Board Resolution**

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

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

Big Rapids Housing Commission

MI041

\_\_\_\_\_  
PHA Name

\_\_\_\_\_  
PHA Number/HA Code

<small>I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)</small>			
Name of Authorized Official	Carlleen Rose	Title	President
Signature	<i>Carlleen T. Rose</i>	Date	01/07/2010

# Certification for a Drug-Free Workplace

Applicant Name

**Big Rapids Housing Commission**

Program/Activity Receiving Federal Grant Funding

**PHA Plans – Streamlined 5 Year/Annual Version**

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

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

- (1) Abide by the terms if the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
  - e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
  - f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---
    - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
    - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
  - g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

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

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

- (1) The danger of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance program; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace

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

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

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

**MI041 Amp 000001 – 401 N. Second Avenue, 715 E. Madison, 1805 Milton Ave., Big Rapids, MI 49307**  
**MI041 Amp 000002 – 202 N. Second Avenue & 717 E. Madison Avenue, Big Rapids, MI 49307**

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

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

Name of Authorized Official	Title
Mark W. Sochocki	Executive Director
Signature	Date
X	January 7, 2010

# Certification of Payments to Influence Federal Transactions

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

Applicants Name

Big Rapids Housing Commission

Program/Activity Receiving Federal Grant Funding

PHA Streamlined 5-Year/Annual Version

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

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

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

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

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

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

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

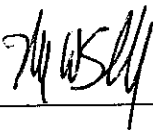
Name of Authorized Official

Mark W. Sochocki

Title

Executive Director

Signature

X 

Date

January 7, 2010

### Disclosure of Lobbying Activities

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

<p><b>1. Type of Federal Action:</b>  a. contract  <u>b</u> b. grant  c. cooperative agreement  d. loan  e. loan guarantee  f. loan insurance</p>	<p><b>2. Status of Federal Action:</b>  a. bid/offer/application  <u>a</u> b. initial award  c. post-award</p>	<p><b>3. Report Type:</b>  a. initial filing  <u>a</u> b. material change</p> <p><b>For material change only:</b>  Year _____ quarter _____  Date of last report _____</p>
<p><b>4. Name and Address of Reporting Entity:</b>  <u>X</u> Prime _____ Subawardee  Tier _____, if Known:  <b>Big Rapids Housing Commission</b>  <b>9 Parkview Village</b>  <b>Big Rapids</b>  <b>MI, 49307</b></p> <p><b>Congressional District, if known: 4th</b></p>	<p><b>5. If Reporting Entity in No. 4 is Subawardee,</b>  Enter Name and Address of Prime:   <b>Congressional District, if known:</b></p>	
<p><b>6. Federal Department/Agency:</b>   <b>U.S. Department of Housing and Urban Development</b></p>	<p><b>7. Federal Program Name/Description:</b>   CFDA Number, if applicable: <u>14.884</u></p>	
<p><b>8. Federal Action Number, if known:</b></p>	<p><b>9. Award Amount, if known:</b>  <b>\$ 412,248</b></p>	
<p><b>10. a. Name and Address of Lobbying Registrant</b>  <i>(if individual, last name, first name, MI):</i></p>	<p><b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i>  <i>(last name, first name, MI):</i></p>	
<p><b>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</b></p>	<p><b>Signature:</b> <u>Mark W. Sochocki</u>  <b>Print Name:</b> Mark W. Sochocki  <b>Title:</b> Executive Director  <b>Telephone No.:</b> 231-796-8689 <b>Date:</b> 01/07/10</p>	
<p><b>Federal Use Only</b></p>	<p><b>Authorized for Local Reproduction</b>  <b>Standard Form - LLL (Rev. 7-97)</b></p>	



**Comments from Residents  
On the 2010 Plan  
August 11, 2009**

1. Carpet in the family units – living rooms only.
2. Picnic table by 110 building.
3. Parking lot repairs in front of Evergreen Comm. Room and water accumulates on Dekraft near old maintenance shop.
4. Concrete repair behind 110, 111 building near the dumpster – it dips.
5. Building 128 back pole light is out near green box.
6. Reseal parking spaces near 8 building.
7. Additional playground equipment at Evergreen.
8. New laundry room signs at North Parkview and new playground signs at Parkview family.

**Management Response to Resident Comments:**

1. Included flooring in the 5 Year Plan.
2. Maintenance staff relocated picnic tables.
3. Included parking lot repairs in 5 Year Plan.
4. Included concrete work in the 5 Year Plan.
5. Completed work order on light.
6. Including parking lot repairs in 5 Year Plan.
7. Including playground equipment in 5 Year Plan.
8. Installed new signs.

**Resident that volunteered to serve as the Resident Advisory Board:**

South Parkview Village Family Section

Katherine McCullough  
8 Parkview Village, Apt. C

South Parkview Village Senior Section

Garrett Johnson  
30 Parkview Village, Apt. B

North Parkview Village Family Section

Thomas Hulsopple  
110 Parkview Village, Apt. B

Midrise

Karen Larsen  
609 Adams, Apt. 201

Evergreen Village

Danny Lacleair  
1805 Milton Ave., Apt. 129-D

Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan

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

**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, Martha Baumgart the State of Michigan Consolidated Plan Coordinator certify that the Five Year and Annual PHA Plan of the Big Rapids Housing Commission is consistent with the Consolidated Plan of the State of Michigan prepared pursuant to 24 CFR Part 91.

Martha Baumgart December 28, 2009

Signed/Dated by Appropriate State or Local Official

## 11.0 Required Submission for HUD Field Office Review

### Challenged Elements

There have been no challenges to the elements of the Big Rapids Housing Commission's PHA Plan.