

PHA Plans

Streamlined 5-Year/Annual Version

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

OMB No. 2577-0226
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined 5-Year Plan for Fiscal Years 2010 - 2014

Streamlined Annual Plan for Fiscal Year 2010

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: Housing Authority of the City of Grand Forks, North Dakota

PHA Number: ND012

PHA Fiscal Year Beginning: 01/2010

PHA Programs Administered:

Public Housing and Section 8
 Section 8 Only
 Public Housing Only
 Number of public housing units:
 Number of S8 units:
 Number of public housing units:
 Number of S8 units: 1220

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

- Main business office of the PHA

- PHA development management offices
- Other (list below)

Streamlined Five-Year PHA Plan

PHA FISCAL YEARS 2010- 2014

[24 CFR Part 903.12]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: **To improve the quality of life for Grand Forks residents through the development and implementation of projects and programs which address the physical, social and economic needs of the community and which make Grand Forks a safe, decent and desirable place to live.**

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAs ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score) **Reach 100% with full compliance on all indicators.**
 - Increase customer satisfaction: **Provide opportunities for customers to share feedback effectively and anonymously at the time of application, throughout utilization, and once their assistance is ended.**

- Concentrate on efforts to improve specific management functions:
 - **Reduce process time (selection to “ready to rent”) to 30 days for those who have reached the top of the waiting list;**
 - **Utilize vouchers at a minimum rate of 97% throughout the fiscal year;**
 - **Decrease expenses associated with providing housing assistance in an effort to continue assistance for as many families as possible.**

- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers: **Utilize all FUP vouchers, freeing funds to provide housing assistance to other eligible families.**

Other: (list below): **Consistently look for new avenues to improve our programs and practices, while fully complying with HUD regulations.**

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords: **Reach out to landlords who have housing units that are difficult to find in our MSA – primarily those that are larger than 3-bedroom units.**

- Increase voucher payment standards
- Implement voucher homeownership program:
 - **Increase the utilization of our existing program to 5 or more families per year through more informational materials and increased promotion by Housing Choice Voucher Administrators.**
 - **Develop home ownership opportunities with the provision of entry-level housing units that provide for mortgage payments within payment standards.**

Implement public housing or other homeownership programs: **Continue encouraging voucher holders to participate in Family Self-Sufficiency and use their escrow funds toward the purchase of a home.**

Implement public housing site-based waiting lists:

Convert public housing to vouchers:

Other: **Encourage participation in the development of affordable housing using the Low-Income Housing Tax Credit Program and other programs presenting themselves.**

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: **Through proposed Housing Authority projects involving the rehabilitation of older single and**

multi-family dwellings the quality of affordable housing in some of our lowest-income areas will be improved dramatically. These improvements should encourage higher-income voucher holders to live in these areas, and potentially purchase homes in the area through the Housing Choice Voucher Home Ownership program. Such improvements will also encourage neighboring landlords to keep their maintenance up to par, providing a safer and more comfortable environment for our clients and the community as a whole.

- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other:
 - **Increase awareness of our current self-sufficiency programs, including Family Self-Sufficiency and the Housing Choice Voucher Home Ownership Program. Both programs offer significant benefits to the individual family as well as the local economy.**
 - **Provide more opportunities for the elderly to “age-in-place” by building stronger relationships with partner agencies that can provide necessary services as our clients grow older and need more assistance in remaining self-sufficient.**
 - **Incorporate Universal Design elements into newly renovated or constructed buildings whenever possible.**

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families: **Promote the Family Self-Sufficiency program to all eligible clients starting when they first apply. Encourage these families to participate in self-sufficiency counseling as well as enrolling in workforce training programs at local Neighborhood Networks Centers.**
 - Provide or attract supportive services to improve assistance recipients' employability: **Consistently work with Family Self-Sufficiency Program Coordinating Committee to ensure all vital service providers are represented or associated with our daily work and aware of our clients' needs. Maintain a PCC representing over 15 service organizations throughout the community.**
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - **Continue to work closely with the Resident Service Coordinators at the properties owned/managed by the Housing Authority – who are involved in a variety of senior organizations - to stay closely connected to the wide variety**

- of programs and services available in our community.
- **Research opportunities to make all services currently offered on our managed properties easily accessible to our voucher holders.**

Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: **Continue to relate closely with organizations that provide access to a variety of under-served populations, as well as minority populations in our community.**

Develop new relationships with organizations at the University of North Dakota and within church communities, which tend to bring in more “new” members of our community. This will allow us to reach specific populations earlier and serve many prior to their needs reaching emergency status.

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: **Continue to encourage member organizations of the Greater Grand Forks Apartment Association to rent equally and to provide a sufficient number of accessible units within their complexes. Also improve the quality of life for those living in our community by continuing to provide programs at our Neighborhood Networks Centers that enrich their social, physical, mental, and emotional wellness.**

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

- **Set the standard in our community for affordable, accessible units through the apartment complexes managed by the Housing Authority of the City of Grand Forks. Encourage apartment owners we work with regularly to do the same.**
- **Continue to connect advocates for those with disabilities to apartment owners so that they may better understand the needs of our mutual clients.**

Other: (list below)

Other PHA Goals and Objectives: (list below)

- **To improve the overall organizational effectiveness of the Housing Authority of the City of Grand Forks in such a way that we are able to provide the most efficient and client responsive organization reasonably possible with the resources available.**

Streamlined Annual PHA Plan

PHA Fiscal Year 2010

[24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 2010 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;

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

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

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

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

Housing Needs of Families on the PHA’s Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input 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	403		268
Extremely low income <=30% AMI	394	98%	
Very low income (>30% but <=50% AMI)	9	2%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	221	55%	
Elderly families	36	9%	
Families with Disabilities	Information not collected for placement on waiting list.		
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Housing Needs of Families on the PHA's Waiting Lists

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

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

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

No Yes

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

Our initial strategy is to make our eligibility process more efficient, allowing those who are in immediate need of assistance to receive it sooner. A portion of this involves making the requirements clearer to families prior to or when they apply for assistance, which will lessen the amount of time we spend explaining regulations to families later in the process.

We will also work to build understanding between our organization and local service providers so that they are able to answer clients' questions prior to their application, increasing the amount of time we can spend handling eligible applicants, reducing frustration of those who thought they would qualify, and streamlining the application to eligibility process in general.

Our employees will work with the Greater Grand Forks Apartment Association to encourage them to utilize our programs in addition to improving and expanding the availability of affordable housing in our community, which will improve a family's ability to find a unit within their limits.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly

- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: **Undertake efforts to preserve existing elderly housing resources in the community.**

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: **Encourage the development of Section 811 projects within the community.**

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: **Support efforts in training of fair housing issues.**

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2010 grants)	NA	
a) Public Housing Operating Fund	NA	
b) Public Housing Capital Fund	NA	
c) HOPE VI Revitalization	NA	
d) HOPE VI Demolition	NA	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$5,508,188	
f) Resident Opportunity and Self-Sufficiency Grants	\$151,610	
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)	\$64,771	HAP
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
4. Non-federal sources (list below)		
Fraud Recovery Funds	\$5,500	HAP
Total resources		

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

A. Public Housing

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

B. Section 8

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

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

(1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors):
- 1. Past compliance with family's obligations to housing assistance programs.**
- 2. Debt to a PHA must be paid in full before a family may be re-admitted.**
- Other (list below)

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
- Other (describe below)
- Names of past landlords and history of compliance with the family's obligations.**

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

Section 8 Project-Based Programs

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

Various agencies serving low-income families throughout the community accept applications and forward them on to our office. Our application is also accessible on our Web site, www.grandforkshousingauthority.org. Prospective clients are welcome to print off their own copy and send the application to us without visiting the office.

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

- **When a family has made a good-faith effort to locate a unit and has been unable to do so within the initial 60 days and believes that a unit can be located with additional time.**
- **As a reasonable accommodation for a person with disabilities or family who has a member with a disability.**
- **When extenuating circumstances arise that have prohibited a family from searching or finding a unit within the initial 60 days.**

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

2. Which of the following admission preferences does the PHA plan to employ in the coming

year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

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

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time: 2

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction: 1**
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)

- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes

Other preference(s):

Eligibility for Family Unification Program vouchers: 1

Eligibility for Money Follows the Person: 1

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)
 - **Through mailings to targeted agencies and organizations that work with applicants who would potentially be eligible for the special-purpose section 8 program at hand.**
 - **Publication of Public Notices in the Grand Forks Herald or at the GFHA office.**
 - **Program descriptions on the GFHA application for housing assistance.**

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(d)]

A. Public Housing

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below): **Our FMR is determined based on a MSA (as determined by HUD) including hundreds of square miles, and a great deal of this area is not eligible for our programs as they are located in Minnesota or outside of Grand Forks County. Though this MSA covers a significant geographical area, the vast majority of our clients reside in the City of Grand Forks, which typically has rents 50-100% higher than other locations in the MSA, a cost we believe is not reflected in our FMR.**

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

- Annually
- Other (list below) **Reevaluation also takes place throughout the year if necessary.**

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

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

- \$0
- \$1-\$25
- \$26-\$50

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

The Grand Forks Housing Authority requires participants to pay a minimum total tenant payment of between \$0 and \$50.00. The Housing Manager and the Executive Director shall determine the amount and participants shall be informed in writing. The participant may request an exemption from the minimum rent requirement if there are financial hardship circumstances. The Grand Forks Housing Authority will advise families of the hardship exemption at Briefings, and at the time the minimum rent is imposed upon the participant.

The participant may request a financial hardship exemption from the minimum rent in writing to the Grand Forks Housing Authority. The request must include an explanation of the financial hardship. The minimum rent will be suspended the month following receipt of the participant's written request. The Grand Forks Housing Authority will promptly determine if the hardship circumstance exists under the statute (CFR 5.630) and whether it is temporary (expected to last 90 days or less) or long term. The Housing Authority may request reasonable documentation, if needed, to determine that the hardship exists and the duration of the hardship.

Hardship exemptions from minimum rent will be granted in the following circumstances:

- 1. The reduction in income must be expected to be of long term. An exemption will not be granted if the income reduction is of a temporary nature, less than 90 days.**
- 2. The participant has lost eligibility or is awaiting an eligibility determination for a Federal, State or local assistance program.**
- 3. The participant would be evicted as a result of the imposition of the minimum rent requirement.**
- 4. The income of the participant has decreased because of a change in circumstances, including:**
 - a) Loss of income,**
 - b) Death in the family, or**
 - c) Other circumstances beyond the control of the participant resulting in a reduction in income**

If the Grand Forks Housing Authority determines that there is not a hardship covered by the statute, the minimum rent will be imposed retroactively to the time of suspension. If it is determined that the hardship is temporary, the minimum rent will not be imposed for a

period of 90 days from the date of the participant's request. At the end of the 90-day suspension period, the minimum rent will be imposed retroactively to the time of suspension.

The participant, whose minimum rent is suspended, and the hardship exemption is denied, must repay the Grand Forks Housing Authority for the minimum rent amount suspended. The participant will be offered a Repayment Agreement to repay the amount in full within a 12-month period from the date the suspension of rent ends.

If the Grand Forks Housing Authority determines that the hardship is of long term duration, the family will be exempt from the minimum rent requirement retroactive to the beginning of the month following the date of the family's request for the exemption. The exemption will continue until the hardship no longer exists. The participant must notify the Grand Forks Housing Authority in writing within 10 days of the date the hardship circumstance ends. The period of financial hardship will be considered to have ended when the family's TTP becomes the minimum rent amount or greater.

5. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

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

(2) Program Description

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? 25

b. PHA-established eligibility criteria

- Yes No: Will the PHA's program have eligibility criteria for participation in its

Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

Applicant must have successfully participated in the Housing Choice Voucher Program for a minimum of 12 months and have no debt to a PHA.

c. What actions will the PHA undertake to implement the program this year (list)?

The GFHA began this program on June 6, 2002 and we plan to continue operating following the same successful plan.

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a. Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- b. Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below). **Grand Forks Office of Urban Development**
- d. Demonstrating that it has other relevant experience (list experience below).

The GFHA has had an active Family Self-Sufficiency program which encourages home ownership for nearly two decades. Two of our FSS Coordinators are funded specifically to do counseling in the area of home ownership, and all three have attended NeighborWorks home ownership training. Additionally, our FSS Coordinators are the primary administrators of the Office of Urban Development's home ownership programs.

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

The Housing Authority has made significant progress in the following areas that were set forth as goals in our previous 5-Year PHA Plan.

- In the past two years we have implemented an extensive Housing Counseling program, which gives every person who comes to our office the opportunity to speak with a trained Housing Intake Counselor prior to applying for our programs. During this session our staff encourages applicants to search for units outside of areas of poverty, and explains the wide variety of programs available through our agency.
- Following a tragic tornado in Northwood, ND in 2007, the GFHA assisted in replenishing the affordable housing supply within the community by providing 4 units of project-based vouchers in Northwood, a community of a few thousand residents around 45 miles southwest of Grand Forks.
- The Promenade, an affordable housing district in Grand Forks, has been built by the GFHA. This neighborhood offers LMI families the opportunity to own their own home while receiving up to \$22,500 in assistance from the home ownership programs administered by our FSS staff.
- Since 2007 our Family Self-Sufficiency participation has more than doubled, now reaching nearly 80 clients.
- Though our numbers dipped shortly, the GFHA has returned to its status as a High Performing Housing Authority.
- We have continued to connect with owners in the Greater Grand Forks Apartment Association and are consistently informing them of any changes in regulations.
- Staff from the GFHA are active in community-wide organizations connecting agencies with common goals throughout the community, including agencies focused on serving the elderly, those with disabilities, refugees, the local homeless population, and improving agency efficiency community-wide.
- In 2009 we have received funding for additional vouchers to assist families who are in danger of being separated through the Family Unification Program.
- GFHA partnered with Grand Forks Homes, Inc. to purchase and manage Grand Forks Homes Supportive Housing, a 4-plex designed for the purpose of housing those who may not be eligible for our other programs due to poor rental history, or other related issues.

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

a. Substantial Deviation from the 5-Year Plan

A substantial deviation from the 5-Year Plan is defined as a change in policy or program that would significantly alter the stated goals of the Grand Forks Housing Authority. As with any situation that would significantly alter our goals, if an event or development occurs that may result in a substantial

deviation, we would inform our Board of Commissioners through a written explanation, information, and documentation concerning the circumstances. Once they have been informed and they have had an opportunity to ask any necessary questions the Board of Commissioners shall discuss and consider any options and merits of amending or modifying the 5-Year Plan.

b. Significant Amendment or Modification to the Annual Plan

A change in policy or program that would significantly alter the goals set by the Housing Authority of the City of Grand Forks, change the nature of the programs, and/or significantly impact the LMI population served by the programs administered by the Housing Authority may result in an amendment or modification to the Annual Plan. If the Board of Commissioners recommends a significant amendment or modification to the Annual Plan, the Housing Authority shall publish a notice of the proposed change in a newspaper of general circulation, and allow a 30-day comment period before holding a public hearing regarding the proposed change, HUD will be notified of a proposed change or final change as required by regulation.

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

a. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, provide the comments below:

- **Kristie Kolbo strongly agreed with the GFHA’s initiatives to acquire or build units or developments that are more affordable in the community. Both Kristie Kolbo and Fayme Stringer agreed that it is difficult to find a unit in Grand Forks that is suitable and falls below the payment standard.**
- **In the area of increasing customer satisfaction, both board members agreed that allowing more opportunities for feedback would be beneficial. When asked what the best way to connect with clients would be, they suggested the following:**
 - **Change “Compliment Box” in front office to “Comment Box” and provide paper/pens.**
 - **Make people aware that if they have issues they can contact Executive Management to comment.**
 - **Include a generic e-mail address for comments on the GFHA Web site.**
 - **Hand out a comment form that can be returned by mail at each annual recertification.**

- Ask for e-mail addresses and send out surveys on a regular basis. This could be done via mail as well but e-mail would be much less expensive.
 - With regard to the goal of shortening the time between selection and utilization, both board members noted how difficult it is to find a suitable unit within Grand Forks. They suggested increasing this goal to 30-45 days.
 - Fayme Stringer brought up the fact that it would be helpful to have a listing of apartment owners who have vacancies and are accepting vouchers on our Web site. Both members also noted the need for more owner-education regarding how the program works.
 - Members noted their support of our home ownership programs and the Family Self-Sufficiency programs. They suggested sending out information regarding these programs more often so that clients hear about them at times other than when they are receiving a lot of other information regarding their lease, rent, etc.
- Discussion of Residency Preference: As part of the 5-Year Plan, we are proposing a preference to be given to those who live, work, or attend school in our area, to include ND and a portion of MN (described in RAB Binder).
 - All board members were very much in favor of accepting this preference, and were surprised that it had not been instituted previously.
 - Fayme Stringer noted that she was very supportive of the exceptions for those who are not currently living in the area but are able to show that they have been hired for a local job or they will be attending an institute of education locally.
- Tara Ulness and Francine McClendon were both strong supporters of involving Universal Design elements where possible.

b. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments

List changes below:

- Our original draft had a goal of moving from waiting list selection to utilization of a voucher within 30-45 days. Resident Advisory Board members made it clear that, due to the difficulty in finding a unit in Grand Forks under the Payment Standard, this was an unrealistic goal. In response, our goal was changed to moving from selection to “ready-to-rent” in 30 days, which still allows the voucher holder time to find a unit.
- A section was added regarding the incorporation of Universal Design elements where possible.

Other: (list below)

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

Method of Selection:

Appointment

The term of appointment is (include the date term expires):

Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

Nomination of candidates for place on the ballot: (select all that apply)

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

Eligible candidates: (select one)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

Any adult member of a resident or assisted family organization

Other (list)

Eligible voters: (select all that apply)

All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

Representatives of all PHA resident and assisted family organizations

Other (list)

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain): **Our Board of Commissioners has one member, Jennifer Albert, who was directly assisted by the PHA at the time of her appointment. Since the time Mrs. Albert ended her assistance and graduated our Family Self-Sufficiency program successfully we have made efforts to appoint new members who are currently receiving assistance, but there has been little interest. Those who did apply for the position were interviewed by the Board of Commissioners. In each case the board decided there were no suitable applicants who were able to fulfill the time commitment of the Board of Commissioners.**

Date of next term expiration of a governing board member: August 2010

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position): **Dr. Michael Brown, Mayor, City of Grand Forks**

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

Consolidated Plan jurisdiction: City of Grand Forks, ND

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

- The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.
 - o **Decrease the number of homeless persons with the goal of ending homelessness in the next ten years.**
 - o **Increase the number of owner-occupied homes throughout our services area, particularly in LMI areas.**
 - o **Improve the quality of housing stock in LMI areas throughout the community.**
 - o **Continue and expand home ownership and housing counseling.**
- Other: (list below)

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: **Financial support of our home ownership efforts and partnerships in the areas of ending homelessness and improving housing stock throughout the community.**

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

10. Project-Based Voucher Program

- a. Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below:)

There are circumstances indicating that project basing of units rather than tenant-basing of the same number of units is an appropriate action to be undertaken by the Housing Authority of the City of Grand Forks. Affordable housing is very limited in Grand Forks, and, with the reduction of Fair Market Rent levels, affordable housing will be more difficult for applicants and participants to locate. Those most at risk of homelessness, the elderly, and those with disabilities are finding it more difficult to find safe, affordable housing.

The project basing of assistance is consistent with the goals and mission of the Housing Authority of the City of Grand Forks, and the Consolidated Plan for the City of Grand Forks. Project-basing Vouchers is consistent with the statutory goals of deconcentrating poverty and expanding housing and economic opportunities. Assistance under the project-based voucher program shall be concentrated in areas with a poverty rate less than 20%, in units providing housing for the elderly and disabled, and group home for those with disabilities.

This program is intended to encourage owners to preserve and enlarge the number of available units for occupancy by low and moderate-income families, and to assist those families to afford any rent increases.

- c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

<u># of Units</u>	<u>Census Tracts</u>
8	101
15	106.2
12	107.2
63	112.5
7	118
4	300

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<input 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	
		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				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
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				

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name:		Grant Type and Number			Federal FY of Grant:			
		Capital Fund Program Grant No:						
		Replacement Housing Factor Grant No:						
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	

13. Capital Fund Program Five-Year Action Plan

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name:			Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:			Federal FY of Grant:	
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	

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:
	Annual Statement				
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual						
Statement						
Total CFP Estimated Cost			\$			\$

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan Part II: Supporting Pages—Work Activities					
Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Total CFP Estimated Cost		\$			\$