

<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>City of Des Moines, Des Moines Municipal Housing Agency</u> PHA Code: <u>IA020</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/01/2012</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>477</u>		Number of HCV units: <u>3389</u>		
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" 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.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH HCV
	PHA 2:				
	PHA 3:				
<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>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>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: 1) <b>Eligibility, Selection &amp; Admission policies, including Deconcentration &amp; waiting list procedures: Attachment :ia020a01</b> 2) <b>Financial Resources: Attachment: ia020b01</b> 3) <b>Rent Determination: Attachment: ia020c01</b> 4) <b>Operation and Management: Attachment : ia020d01</b> 5) <b>Grievance Procedures: Attachment: ia020e01</b> 6) <b>Designated Housing for Elderly &amp; Disabled Families: Attachment: ia020f01</b> 7) <b>Community Service &amp; Self-sufficiency: Attachment: ia020g01</b> 8) <b>Safety &amp; Crime Prevention: Attachment: ia020h01</b> 9) <b>Fiscal Year Audit: Attachment: ia020i01</b> 10) <b>VAWA: Attachment: ia020j01</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>Copies of the annual PHA plan will be available at the DMMHA administrative offices-100 E. Euclid, Suite 101, Des Moines, Iowa and on the City of Des Moines website at: www.dmgov.org</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> 1) <b>Demolition and/or Disposition: Attachment: ia020k01</b> 2) <b>Conversion of Public Housing: Attachment: ia020l01</b> 3) <b>Homeownership: Attachment: ia020m01</b> 4) <b>Project-based Vouchers: Attachment: ia020n01</b>				
<b>8.0</b>	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.				

8.1	<p><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.</p> <p>1) <b>CFP 2012: Attachment: ia020o01</b>  2) <b>P&amp;E Reports: Attachment: ia020p01</b>  3) <b>Replacement Housing Factor – RHF: Attachment: ia020q01</b></p>
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>Attachment: ia020r01</b></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p><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>Attachment :ia020s01</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>Attachment: ia020t01</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. <b>Attachment :ia020u01</b></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification” <b>Attachment: ia020v01</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: Faxed copies of these documents will not be accepted by the Field Office.</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) <b>Attachment:ia020w01</b></p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) <b>Attachment: ia020w01</b></p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) <b>Attachment: ia020w01</b></p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) <b>Attachment:ia020w01</b></p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) <b>Attachment:ia020w01</b></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.  <b>Attachment: ia020x01</b></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)  <b>Attachment:ia020p01</b></p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) <b>Attachment:ia020r01</b></p>

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

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

## Instructions form HUD-50075

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

### 1.0 PHA Information

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

### 2.0 Inventory

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

### 3.0 Submission Type

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

### 4.0 PHA Consortia

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

### 5.0 Five-Year Plan

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

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

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

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

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

#### PHA Plan Elements. (24 CFR 903.7)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**9.1 Strategy for Addressing Housing Needs.** Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

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

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

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

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

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

## AGENCY PLAN

### 6.0 (a)

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

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

## **Section 8 Administrative Plan Revisions**

### **Under Family Break up, removing the following language regarding the VAWA certification:**

Supporting documentation verifying the dates and relation to the reason for the family break up.

### **Revising VAWA language regarding the certification under this section to read as follows:**

Determination of the sufficiency of the content in the certification is the sole discretion of DMMHA.

### **Under the prohibition against denial of VAWA victims section, removing the following language with regards to VAWA under Victim Documentation:**

- Determination of the sufficiency of the content in the certification is at the sole discretion of DMMHA.

### **Revising language regarding whether or not the VAWA certification is acceptable to read as follows:**

If the certification is acceptable to the DMMHA, the DMMHA will withdraw the denial of admission and continue to process the application for the applicant qualifying as the victim.

If the certification is not acceptable, or not submitted to DMMHA within the required time frame, the DMMHA will continue with the denial of admission and inform the applicant of their right to an informal review regarding the denial.

### **Under Joint Custody of Dependents, adding the following language:**

In instances where no biological parent can be located, the DMMHA will ask the guardian of the minor child to provide additional documentation acceptable to the DMMHA verifying the guardian has custody of the minor child (i.e. receiving benefits for the child such as FIP, school records indicating the guardian as the contact person for the child). Sufficiency of the documents is at the sole discretion of the DMMHA.

### **Under Targeting Funding:**

Changing the name of the Public Housing Designated Voucher program to the Non-Elderly Disabled (NED) Voucher Program.

### **Under Students Enrolled in Institutions of Higher Education:**

Clarifying the language on the criteria to be met in order for the student to be determined and “Independent Student”.

### **Under Owning Money to DMMHA or another PHA:**

Revising the language to allow the applicant 60 days to re-pay the monies owed or demonstrates that the balance is no longer currently owed. Also adding that families porting in to DMMHA will be afforded the opportunity to demonstrate that the balance is no longer owed.

**Under Preferences added the following preferences:**

The DMMHA will also give a preference for FUP Youth participants who are approaching their 18 month time limit on FUP Voucher Assistance in an effort to permit the FUP Youth to retain rental assistance under the regular HCV program.

The DMMHA will give a preference for current Shelter Plus Care participants that have been in the Shelter Plus Care program for a minimum of three (3) consecutive years in good standing and meet DMMHA's admission guidelines. Good standing shall be verified in written correspondence by the Agency providing Shelter Plus Care services to DMMHA and include:

- Notices given for lease violations or nonpayment of rent and/or damages;
- Participant efforts in working with case management; and
- Client's care of the unit

**Under Selection Method, adding the following regarding effects of funding shortfalls on selection method:**

Effects of Funding Shortfalls on Selection Method:

The DMMHA may experience funding shortfalls in a given calendar year in which event it may stop issuing vouchers or recall vouchers from families that are searching for units. If the PHA is not assisting the required number of special purpose vouchers (NED families, HUD-Veterans Affairs Supportive Housing (VASH) families, and Family Unification Program (FUP) families) when it resumes issuing vouchers, the DMMHA will issue vouchers first to these special purpose voucher categories of families on its waiting list until the DMMHA is assisting its required number of special purpose vouchers.

**Under Applying for Assistance, revising language regarding address changes to read as follows:**

Families will be advised to notify the Application Specialist, in writing, if the family changes addresses. Failure to properly notify the DMMHA of a new address will lead to the family being removed from the waiting list. In cases where the families mail is returned from the post office and the family has guardian or a reasonable accommodation for copies to a service provider or other contact person, the DMMHA will contact the guardian or the service provider or other contact person and ask that they submit, in writing, a new address for the family. In the event that DMMHA does not receive a response or new address for the family, the family will be removed from the waiting list.

**Under Notification and Attendance, adding the following language:**

Failure to notify the DMMHA of a new address will lead to the family being removed from the waiting list. In cases where the family's mail is returned by the post office and the family has a guardian or a reasonable accommodation for copies to a service provider or other contact person, the DMMHA will contact the guardian or the service provider or other contact person and ask that they submit, in writing, a new address for the family. In the event that the DMMHA does not receive a response or new address for the family, the applicant will be retired and their name will not be placed back on the waiting list.

## **Under Determining Family Unit (Voucher) Size, revising language regarding bedroom sizes assigned**

Removing the following language: The Subsidy Standards shall assure that Housing Standards applicable to adequate space and security is met. That standard specifies there will be at least one bedroom or living/sleeping room of appropriate size for each two persons.

Revising the following statement to read: The Subsidy Standards will not prohibit an applicant family from renting a dwelling unit with fewer bedrooms than the number stated on the Housing Choice Voucher; adding: unless the number of bedrooms chosen would be a violation of HQS.

Revising the following: Two minor children of the same gender will be required to share a bedroom regardless of age, from previously saying “unless there is 5 numerical years difference in age.”

Removing the following language: Children of the same gender that are not five numerical years apart will be required to share a bedroom until such time as the oldest child turns 18 years of age.

Revising the following: Children of the opposite gender shall be required to share a bedroom until such time as the oldest child turns 6 (six) (was previously 5) numerical years of age.

Removing the following language: Children shall not be required to share a bedroom with a parent.

Adding the following: Children shall be required to share a bedroom with a parent until said child reaches six (6) numerical years of age. Limit of one child with a single parent.

Clarifying the 183 days are per calendar year . A parent must have legal physical custody of a child under the age of 18 for at least 50% of the time (183 days or more per calendar year) for the DMMHA to consider the child as a member of the family.

Removing the following language: A family that consists of a pregnant woman (with no other persons) will be treated as a two person family.

Adding the following: The unborn child or children of a pregnant woman will be considered a family member(s) for the purposes of determining the subsidy standard the family is eligible for.

Revising the following: The following standards will determine the number of bedrooms; adding: to be placed on the voucher to determine the subsidy standard the family is eligible for.



## AGENCY PLAN

### 6.0 (a)

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

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

#### **Public Housing Program Plan Revisions**

##### **Under Family Break up, removing the following language regarding the VAWA certification:**

Supporting documentation verifying the dates and relation to the reason for the family break up.

##### **Revising VAWA language regarding the certification under this section to read as follows:**

Determination of the sufficiency of the content in the certification is the sole discretion of DMMHA.

##### **Under the prohibition against denial of VAWA victims section, removing the following language with regards to VAWA under Victim Documentation:**

- Supporting documentation verifying the dates and relation to the reason for the denial will be required.

##### **Revising language regarding whether or not the VAWA certification is acceptable to read as follows:**

If the certification is acceptable to the DMMHA, the DMMHA will withdraw the denial of admission and continue to process the application for the applicant qualifying as the victim.

If the certification is not acceptable, or not submitted to DMMHA within the required time frame, the DMMHA will continue with the denial of admission and inform the applicant of their right to an informal review regarding the denial.

##### **Under Joint Custody of Dependents, adding the following language:**

In instances where no biological parent can be located, the DMMHA will ask the guardian of the minor child to provide additional documentation acceptable to the DMMHA that verify the guardian has custody of the minor child (i.e. receiving benefits for the child such as FIP, school records indicating the guardian as the contact person for the child). Sufficiency of the documents is at the sole discretion of the DMMHA.

##### **Under References from Landlords, adding the following language:**

For evictions that have occurred within the last year as a result of non-payment of rent, the DMMHA will not deny the applicant if the applicant has successfully completed the *RENTWise* Program.

##### **Under Owing Money to DMMHA or another PHA:**

Revising the language to allow the applicant 60 days to re-pay the monies owed or demonstrates that the balance is no longer currently owed.

### **Under Suitability for Tenancy:**

Adding language to state: If an applicant has a history of arrests for trespassing on property owned or operated by the DMMHA, the DMMHA may, at its sole discretion, deny the application for assistance.

### **Under Reporting Changes in Family Circumstances, adding the following language regarding address changes:**

Families will be advised to notify the Application Specialist, in writing, if the family changes addresses. Failure to properly notify the DMMHA of a new address will lead to the family being removed from the waiting list. In cases where the family's mail is returned from the post office and the family has a guardian or a reasonable accommodation for copies to a service provider or other contact person, the DMMHA will contact the guardian or the service provider or other contact person and ask that they submit, in writing, a new address for the family. In the event that DMMHA does not receive a response or new address for the family, the family will be removed from the waiting list.

### **Under Determining Unit Size, revising language regarding bedroom sizes assigned**

Revising the following: Two minor children of the same gender will be required to share a bedroom regardless of age, from previously saying "unless there is 5 numerical years difference in age".

Removing the following: Children of the same gender that are not five numerical years apart will be required to share a bedroom until such time as the oldest child turns 18 years of age.

Revising the following: Children of the opposite gender shall be required to share a bedroom until such time as the oldest child turns 6 (six) (was previously 5) numerical years of age.

Adding the following: Children shall be required to share a bedroom with a parent until said child reaches six (6) numerical years of age. Limit of one child with a single parent.

Clarifying the 183 days are per calendar year. A parent must have legal physical custody of a child under the age of 18 for at least 50% of the time (183 days or more per calendar year) for the DMMHA to consider the child as a member of the family.

Removing the following language: A family that consists of a pregnant woman (with no other persons) will be treated as a two person family.

Adding the following: The unborn child or children of a pregnant woman will be considered a family member(s) for the purposes of determining the occupancy standard the family is eligible for.

### **Under Notification of Selection:**

Adding the following language: In cases where the family's notification letter is returned from the post office and the family has a guardian or a reasonable accommodation for copies to a service provider or other contact person, the DMMHA will not retire the application from the waiting list. In these instances the DMMHA will contact the guardian or the service provider or other contact person and ask that they submit, in writing, a new address for the family. In the event that DMMHA does not receive a response or new address for the family, the family will be removed from the waiting list.

**Site Based Waiting Lists** - Revised charts to reflect current statistics. Current statistics reflect a slight decrease in the number of white applicants from the original base numbers from 2005 for the majority of the sites. Current statistics reflect a slight decrease in the number of disabled applicants for the Royal View Manor site.

**Deconcentration** - Revised the charts to reflect current statistics. Current statistics verify that all DMMHA covered projects are within the deconcentration guidelines of being at or below 30% of the average median income which is \$22,650. DMMHA is currently in the process of placing previously approved Public Housing Disposition units and 5(h) Homeownership units back into our ACC to be rented as Public Housing units. Therefore, the DMMHA will begin marketing efforts to seek out lower income participants for these additional units in the near future.

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

	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change
	<u>HPP</u>		<u>OPP</u>		<u>EVM</u>		<u>RVM</u>		<u>SVM</u>	
	<u>1BR</u>	From Base	<u>1BR</u>	From Base	<u>1BR</u>	From Base	<u>1BR</u>	From Base	<u>1BR</u>	From Base
White	65%	11%	60%	-4%	54%	-22%	53%	-11%	80%	30%
Black	25%	-22%	30%	-6%	39%	15%	43%	9%	20%	-30%
Indian/Alaskan	0%	0%	0%	0%	0%	0%	1%	0%	0%	0%
Asian	10%	10%	10%	10%	7%	7%	3%	2%	0%	0%
Hispanic	0%	0%	20%	0%	0%	0%	2%	1%	0%	0%
Non-Hispanic	100%	0%	80%	0%	100%	0%	98%	-1%	100%	0%
Disabled	25%	25%	20%	20%	14%	9%	22%	-12%	0%	0%
	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change	<u>SITE</u>	% Change
	<u>HPP</u>		<u>OPP</u>		<u>EVM</u>		<u>RVM</u>		<u>SVM</u>	
	<u>2BR</u>	From Base	<u>2BR</u>	From Base	<u>2BR</u>	From Base	<u>2BR</u>	From Base	<u>2BR</u>	From Base
White	75%	75%	80%	80%	100%	100%	47%	47%	0%	0%
Black	25%	25%	20%	20%	0%	0%	49%	49%	0%	0%
Indian/Alaskan	0%	0%	0%	0%	0%	0%	1%	1%	0%	0%
Asian	0%	0%	0%	0%	0%	0%	3%	3%	0%	0%
Hispanic	0%	0%	20%	20%	0%	0%	6%	6%	0%	0%
Non-Hispanic	100%	100%	80%	80%	0%	0%	94%	94%	0%	0%
Disabled	0%	0%	0%	0%	0%	0%	7%	7%	0%	0%

HPP = Highland Park Plaza  
OPP = Oak Park Plaza

EVM = East View Manor    SVM = Southview Manor  
RVM = Royal View Manor

**DECONCENTRATION CALCULATIONS  
FOR  
ESTABLISHED INCOME RANGE  
Agency Plan 2011**

**Family Projects Only**

**Project (AMP) - 5(h) Program and Disposition Projects only**

**5      17,361**

**6      14,753**

**TOTAL AVERAGE INCOME = \$32,114 divided by 2 projects = \$16,057**

**85% of Average Project Income = \$13,648      = LOW END OF RANGE  
(\$16,057 x 85%)**

**115% of Average Project Income = \$18,466      = HIGH END OF RANGE  
(\$16,057 x 115%)**

**ESTABLISHED INCOME RANGE IS EITHER:**

**\$ 13,468              LOW**

**\$ 18,466              HIGH**

**OR:**

**At or below 30% of the Average Median Income: \$75,500**

**Average Median Income: \$75,500 x 30% = \$22,650**

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

**The DMMHA is currently in the process of placing previously approved Public Housing Disposition units and 5(h) Homeownership units back into our ACC to be rented as Public Housing units. Therefore, the DMMHA will begin marketing efforts to seek out lower income participants for these additional units in the near future.**

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List 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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2013 grants)</b>		
a) Public Housing Operating Fund	\$757,357	Includes continuation of full-time elderly service coordinators
b) Public Housing Capital Fund(2012)	\$547,201	Modernization and/or rehab activities
c) Annual Contributions for Section 8 Tenant-Based Assistance	\$17,376,000	Housing assistance payments and administrative fees earned
<b>Other Federal Grants (list below)</b>		
ROSS Coordinator Grant	\$232,093	PH Coordinator
HCV FSS Coordinator Grant	\$136,962	Coordinator for FSS program
PH FSS Coordinator Grant	\$32,427	½ time coordinator for PH FSS program
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
2011 Capital Fund Grant	\$547,201	
2010 Capital Fund Grant	\$457,654	
2005 Replacement Housing Funds	\$13,346	Acquisition of new Public Housing units
2006 Replacement Housing Funds	\$81,812	Acquisition of new Public Housing units
2007 Replacement Housing Funds	\$161,367	Acquisition of new Public Housing units
2008 Replacement Housing Funds	\$387,218	Acquisition of new Public Housing units
2009 Replacement Housing Funds	\$480,379	Acquisition of new Public Housing units
2010 Replacement Housing Funds	\$504,609	Acquisition of new Public Housing units
2011 Replacement Housing Funds	\$443,471	Acquisition of new Public Housing units
<b>3. Public Housing Rental Income</b>		
Dwelling Rent	\$1,080,309	Public Housing operations
Fees (Maint., late, etc.)	\$42,292	Public Housing operations
<b>4. Other income (list below)</b>		
Gain on Sale of Capital Asset	\$30,000	Sale of scattered site units
Miscellaneous Income	\$8,000	Public Housing operations
Laundry Income	\$13,440	Public Housing operations
<b>5. Non-federal sources (list below)</b>		
<i>Development Funds</i>	\$3,500,000	Acquisition and/or development of Affordable Housing
<b>Total resources</b>	<b>\$26,833,138</b>	

**Rent determination plan changes since the last submission– Public Housing/Housing  
Choice Voucher**

**Public Housing and Housing Choice Voucher:** Adding language regarding Medical Travel expenses to read as follows: The DMMHA will use mileage at the IRS rate, or cab, bus fare, or other public transportation cost for verification of the cost of transportation directly related to medical treatment.

**Housing Choice Voucher & Public Housing** – DMMHA reviewed the utility allowances as required. The review resulted in a change in the utility allowances effective for the calendar year of 2012. DMMHA will review the allowances again for the calendar year of 2013.

**Housing Choice Voucher** – DMMHA reviewed the payment standards when the FMRs were published. Payment standards will be adjusted in 2012. DMMHA will review the payment standards again when the FMRs are published in 2012.

**Public Housing** – Changing how Flat Rents are determined. Flat rents for public housing units will be set at the Fair Market Rents (FMR) for the Section 8 Program as published annually by HUD, based on bedroom size. These will be reviewed again when the FMRs are published in 2012.

## **Operation and Management 2012**

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

Public Housing:

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

Section 8:

- Administrative Plan
- Fraud Policy

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

3. Programs administered by the DMMHA:

- Public Housing
- Section 8 Housing Choice Vouchers
- Section 8 Moderate Rehabilitation Program
- VA Supportive Housing Program (VASH)
- DHAP-IKE
- Elderly/Disabled Service Coordinators
- Family Self-Sufficiency Program
- 5H Homeownership Program
- Non-Elderly Disabled Designated Voucher program
- Family Unification Program
- HCV Homeownership
- Project-Based Vouchers
- ROSS Service Coordinator



# The History of DMMHA

**1965-** The Housing Agency was created by Articles of Incorporation in September of 1965.

**1973-** By Ordinance Number 7241, the Housing Agency became a Municipal Housing Agency.

**April 1, 1994-** The City of Des Moines revested its authority as the Municipal Housing Agency and is operated by City staff.

**August 29, 2011-**The Des Moines City Council by Roll Call No. 11-1481 amended Chapter 90 of the Municipal Code to establish a successor commission to the Public Housing Board, the Housing Services Board which further expand the authority of the board and created a tripartite board consisting of twelve (12) members of which three shall be clients of the Housing Services Department (Section 8, Public Housing and Community Action). All appointments with the exceptions noted above shall be providers of low-income services concerned with one of the following functions: financial support; homeownership counseling; provision of rental units to low-income residents; tenant advocacy; and supportive or educational services. When possible, board members should have knowledge and experience in the following areas: landlord tenant issues; affordable housing needs of the city; lending and finance; neighborhood revitalization; and education and agency service user issues.

## Section 8 Housing

**1969-** Through amendments to contracts with the Federal Housing administration, now known as HUD, the Section 23 Leased Housing Program provided over 600 homes within the community.

**1976-** As a result of Congressional revisions to housing laws, officially titled the Housing and Community Development Act of 1974, the Section 8 Housing Assistance Program replaced the Section 23 Leased Housing program beginning with federal fiscal year 1976.

**1979-** The Section 8 Program nearly tripled in size from 460 homes in 1976 to 1,264 in 1979.

**1981- The** Department added the Section 8 Housing Assistance Payment Program – Moderate Rehabilitation. This was specifically designed to provide assistance to those properties which required substantial rehabilitation.

**1995-** In 1995 there were 280 dwellings under a Moderate Rehabilitation contract. Over the past several years, the contracts have expired or have not been renewed. There is only one contract left providing 14 units to participants in the Moderate Rehabilitation program.

**1984-** The Housing Choice Voucher Program began and provided an opportunity for families to move out of low-income neighborhoods and offered families an expanded choice of housing opportunities.

**2005-** Beginning with the Hurricane Katrina in August 2005, DMMHA has administered several disaster housing assistance programs. Approximately sixteen displaced families have been assisted through one of the disaster housing assistance programs. Currently DMMHA has one family receiving disaster housing assistance due to Hurricane IKE.

**2008-** DMMHA initially received funding from HUD to assist 35 participants for the Veteran's Affairs Supported Housing (VASH) in June 2008. The HUD- VASH Program is a collaborative partnership between the Department of Housing and Urban Development (HUD) and the Department of Veterans Affairs (VA). In this partnership, HUD provides Housing Choice vouchers for permanent housing to homeless veterans while the VA provides veterans with case management and supportive services to promote and maintain recovery and housing.

**2009-** In October 2009, DMMHA received 35 more VASH vouchers providing for a total number of 70 veterans and their families housing assistance.

**2009- In** June 2009, DMMHA received 53 housing choice vouchers that are designated for non-elderly persons with disabilities. This program will allow an additional 53 individuals or families that are non-elderly and disabled to receive a housing choice voucher.

**2010 –** On June 1, 2010 DMMHA received 25 more VASH vouchers for a total number of 95 vouchers to be used by veterans and their families for housing assistance.

In October DMMHA was awarded 100 Family Unification vouchers (FUP). DMMHA will work with DHS through a Memorandum of Understanding to provide housing assistance for families whose

inadequate housing is the primary cause of their children being placed in foster care or being returned from foster care or young adults (ages 18-22) who are aging out of the foster care system.

2011- On August 1, 2011 the DMMHA received 25 more VASH vouchers for a total number of 120 vouchers to be used by veterans and their families for housing assistance.

2011- The DMMHA implemented a Project Based Voucher program. The 50 project based vouchers were awarded to two developers.

**The following shows the growth of the families served by Section 8 assistance.**

1976	1979	1995	2001	2003	2004	2005	2009
400	1264	2300	2415	2524	2688	2934	3169

2010	2011						
3279*	3403*						

\*includes all Section 8 programs as of 10/21/11  
(HCV, VASH , FUP, Mod Rehab)

### **Public Housing**

**1971-** The Housing Agency began developing public housing homes in 1971.

**1973-** The 200 unit multi-housing high rise, known as Royal View Manor was readied for occupancy. Over the next several years, elderly and handicap accessible buildings known today as South View Manor and East View Manor were built.

**1977-1979-** The Department acquired single family homes and built duplexes and row house to further meet the needs of the Des Moines community. At the close of 1979, the Department owned and managed 300 units of elderly and handicap accessible housing.

**1980's-** 306 family homes were completed. Oak Park and Highland Park Plazas were constructed. These buildings provided 90 apartments for elderly and handicapped individuals and/or families. At the end of the 1980's an additional 258 properties were available for lease creating a new total of 864 elderly and family dwellings.

**1990's-** The Department built 60 new homes throughout the city of Des Moines. The Department also received approval to acquire 32 existing properties for rehabilitation and brought them into compliance with all existing federal and local housing codes.

**1993- Drug Elimination Grant Program** provided residents and staff with several drug elimination strategies. With assistance from the Des Moines Police Department, patrols were increased in and around owned housing high crime areas. The 1993 Drug Elimination Grant program also established a learning center offering assistance to residents of all ages and increased levels of self-esteem and confidence through education and skill development in computers and through job seeking training. The open house for the learning center was held on March 30, 1994, and in addition to computer training, offered role models and mentors.

**1993- Section 5(h) Affordable Homeownership Program** began in collaboration with HOME INC. and Citizens for Community Improvement to provide homeownership counseling, down payment and closing cost assistance, and mortgage loan processing for residents. The agencies made mortgage loans to residents under 65 percent of median income and made homeownership a reality for many families. Early in 1995, the homeownership program was restructured to enable more residents to participate. In 2000 the program was opened to the general public to apply but preference is given to public housing residents, section 8 program participants, individuals on the waiting list for either housing assistance programs, and other eligible low-moderate income families. There have been 81 properties sold over the years of the initial 142 homes.

**2010-** On October 13, 2010 DMMHA received approval to amend the 5h Affordable Homeownership Program to remove 24 units that have yet to be sold. DMMHA will rehabilitate 5 of the rescinded 24 units to bring them back online to the ACC, making the homes available for rent to Public Housing tenants. DMMHA will demolish 9 of the rescinded 24 units and construct new homes with the use of Replacement Housing Factor (RHF) funds. Those 9 homes will be available for rent to Public Housing tenants. The Agency will research disposal options that will proved the greatest public benefit for the remaining 10 rescinded homes.

**1994-Elderly Independence Demonstration Program-** On May 2, 1994, the Agency received approval of the Elderly Independence Demonstration Program grant which provided rental assistance and social services to frail elderly. The program targeted 25 frail elderly persons who required housing plus supportive services in order to remain independent.

**August 2001- Service Coordinators-** The Department of Housing Services began providing resident service coordination for the elderly and disabled non-elderly public housing participants. The contract to provide services is currently with Wesley Community Services which includes ~~two~~ **one** full time and **one part-time** service coordinator.

**2001-2004- ROSS Grant-** The Resident Opportunities and Self-Sufficiency grant in the amount of \$149,500 for three years was received to use in conjunction with the Family Self –Sufficiency Program participants. The grant money assisted with a program coordinator’s salary, assisted in alleviating participants’ barriers to employment, assisted with job readiness training, job skills training and literacy training.

**2003- Disposition-** In August 2003 the Department of Housing Services received approval to begin the disposition process of 394 scattered sites due to the lack of adequate resources to operate the aging units. The units may be sold by negotiated bid to nonprofit agencies at an amount less than 25% of the fair market value or sold by sealed bid to the public. Units sold to nonprofit agencies must remain accessible to low income individuals for five years by restrictive covenant. A portion of the proceeds from the disposition of these units are used for physical improvements to the remaining public housing stock. The following indicates the number of units sold by calendar year through the disposition process.

	Negotiated Sales	Sealed Bid Process
2004	2	16
2005	5	28
2006	98	40
2007	26	40
2008	32	28
2009	4	4
2010	2	0
2011	4	0

**2011-** In September 2011, DMMHA was notified it received a \$232,093 ROSS Service Coordination Program award from the Department of Housing and Urban Development. This award provides funding for the hiring of a Family Service Coordinator to coordinate supportive services and other activities designed to help public housing residents attain economic and housing self-sufficiency. The program works to promote the development of local strategies to coordinate with public and private resources for supportive services and resident empowerment activities. These services will enable participating families to increase earned income, reduce or eliminate need for welfare assistance, and to make progress toward achieving economic independence and housing self-sufficiency.

## Family Self-Sufficiency

The Family Self Sufficiency Program is a voluntary program that residents or participants may enroll in to assist their family in becoming self sufficient. Originally the program was called Project Self Sufficiency and the case management for the program was contracted to outside agencies. Case Management services in the past have been handled by Polk County and by Des Moines Area Community College. Currently DMMHA employs two Family Self Sufficiency coordinators to provide case management services to individuals receiving Section 8 Housing Choice Voucher assistance and Public Housing residents. DMMHA hired a Family Self Sufficiency/Section 8 Homeownership Coordinator to further expand the Family Self Sufficiency Program.

**1985-** The Housing Choice Voucher FSS Program began in 1985. DMMHA can assist a maximum of 100 families receiving Section 8 Housing Choice Voucher rental assistance each year. The following shows the growth of the program since 2000.

<b>Section 8</b>	New Participants	Number of Graduates		New Participants	Number of Graduates
2000		1	2010	22	11
2001	28	4	2011*	12	3
2002	18	6			
2003	23	10			
2004	6	2			
2005	0	7			
2006	11	6			
2007	23	2			
2008	37	5			
2009	27	4			

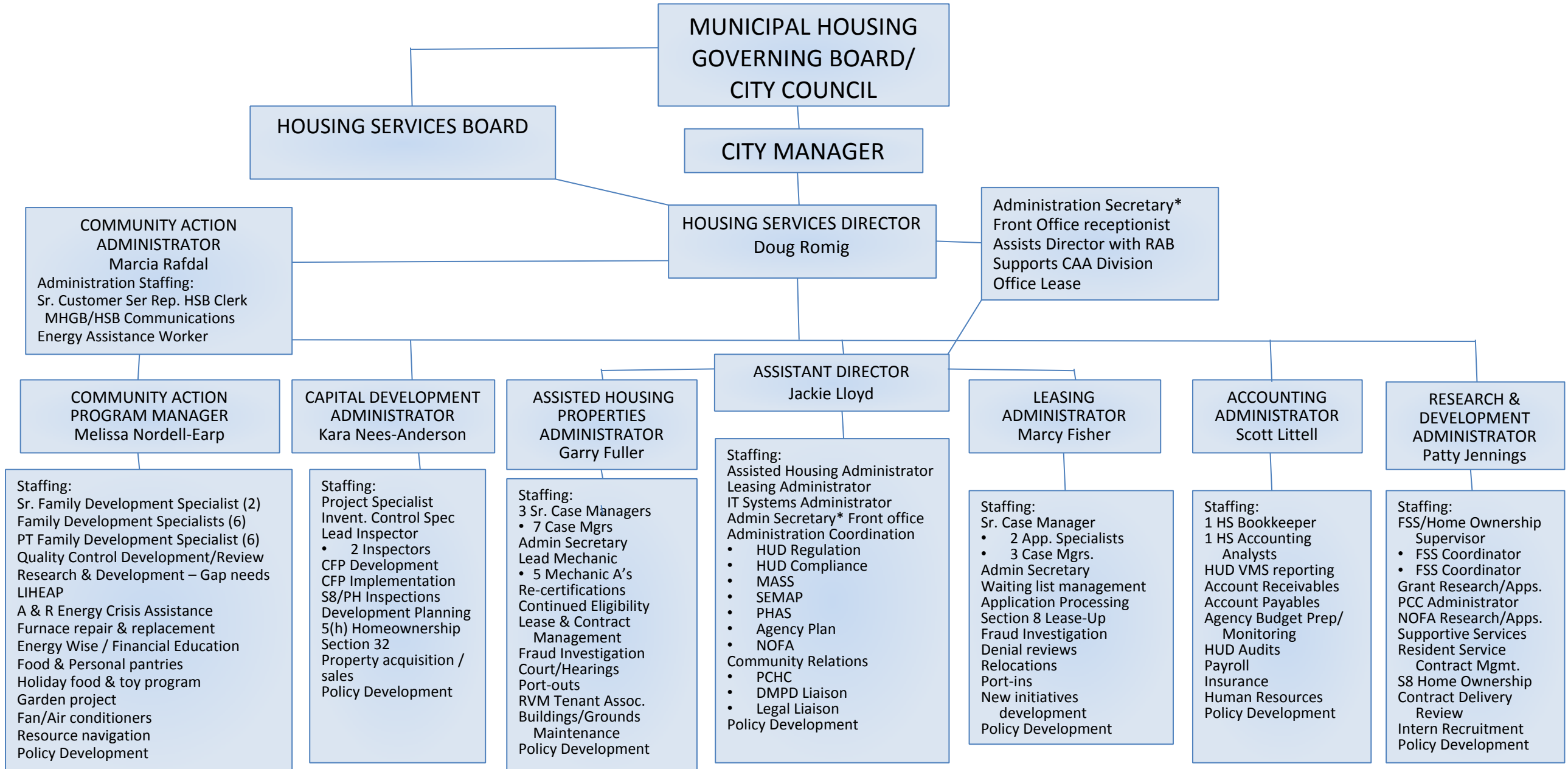
\*As of 9/30/2011

**1995-** The Public Housing FSS Program began in 1995. DMMHA can assist a maximum of 30 public housing residents each year. The growth of the program since 2000 is shown below.

<b>Public Housing</b>	New Participants	Number of Graduates		New Participants	Number of Graduates
1999		2	2010	17	0
2000		3	2011*	8	0
2001	0	1			
2002	4	0			
2003	7	1			
2004	3	0			
2005	0	1			
2006	0	0			
2007	4	1			
2008	8	0			
2009	4	1			

\*As of 9/30/2011

**DES MOINES HOUSING SERVICES DEPARTMENT**  
 (Des Moines Municipal Housing Agency/Des Moines Community Action Agency)



## **Public Housing and Housing Choice Voucher Grievance Procedures Changes Since Last Submission**

### **Housing Choice Voucher Informal Reviews**

Adding the following: DMMHA must be given the opportunity to examine at DMMHA offices before the hearing any family documents that are directly relevant to the review, within a reasonable timeframe (at least 24 hours). The DMMHA must be allowed to copy any such document at the DMMHA's expense. If the family does not make the document available for examination on the request of the DMMHA, the family may not rely on the document at the review

Adding the following: A delay in requesting a file review or copies of file documents will not be grounds for a continuance or reschedule of the review.

Adding the following: If the applicant/tenant family is represented by an attorney, they shall provide notice to DMMHA at least three business days prior to the informal review/informal hearing. If an attorney comes to the informal review/informal hearing to represent the applicant/tenant family without prior notice to DMMHA, then DMMHA shall be afforded the opportunity for a continuance so DMMHA may also obtain legal representation.

### **Housing Choice Voucher Informal Hearings**

Adding the following: In addition to the regulatory required informal hearings, DMMHA may conduct an informal discussion with the participant individual or family prior to them requesting an informal hearing.

Adding the following: If the applicant/tenant family is represented by an attorney, they shall provide notice to DMMHA at least three business days prior to the informal review/informal hearing. If an attorney comes to the informal review/informal hearing to represent the applicant/tenant family without prior notice to DMMHA, then DMMHA shall be afforded the opportunity for a continuance so DMMHA may also obtain legal representation.

Removing the following: When the DMMHA determines the following amount of the Total Tenant Payment; the Tenant Rent; the number of bedrooms entered on the Housing Choice Voucher of an assisted family who is requesting relocation, the DMMHA will notify the participant individual or family that they may ask for an explanation of the

basis of the DMMHA determination and that, if they do not agree with the determination, they may request an informal hearing.

Adding the following: In addition to the regulatory required informal hearings, DMMHA may conduct an informal discussion with the participant individual or family prior to them requesting an informal hearing.

### **Public Housing Informal Reviews**

Adding the following: DMMHA right to examine family documents: The DMMHA must be given the opportunity to examine at DMMHA offices before the hearing any family documents that are directly relevant to the review, within a reasonable timeframe (at least 24 hours). The DMMHA must be allowed to copy any such document at the DMMHA's expense. If the family does not make the document available for examination on the request of the DMMHA, the family may not rely on the document at the review.

- i. The term "documents" includes records and regulations.

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review/informal hearing. If an attorney comes to the informal review/informal hearing to represent the applicant/tenant family without prior notice to DMMHA, then DMMHA shall be afforded the opportunity for a continuance so DMMHA may also obtain legal representation.

Revising the following: the complainant shall submit a written request for an Administrative Hearing to the DMMHA administrative office within ten (10) (was previously 4) business days after DMMHA mails the notification of the decision of the action of the DMMHA.



**Designated Housing for Elderly and Disabled Families  
2012 Agency Plan**

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

**Development name, number & number of units:**

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

DMMHA's designation was last approved by the U.S. Department of Housing & Urban Development on December 17, 2009 and was effective March 9, 2010. This was a two year extension ending on March 9, 2012.

DMMHA did submit a request for an extension to U.S. Department of Housing & Urban Development in January 2012 and received an extension approval from HUD.

The Plan will be in effect for an additional two years beginning March 9, 2012.

## Community Service and Self-Sufficiency

1. Any programs relating to services and amenities provided or offered to assisted families.
  - a. DMMHA employs two elderly/disabled service coordinators for Public Housing participants.
  - b. The elderly/disabled service coordinators conduct quarterly educational workshops for Public Housing participants.
  - c. DMMHA will hire a Family Service Coordinator for Public Housing residents living at Royal View Manor and scattered site units. The Family Service Coordinator will be responsible for coordinating available resources in the community to meet residents' needs and will coordinate or conduct educational workshops for public housing participants.
  - d. DMMHA conducts quarterly resident meetings with Public Housing participants. These meetings enhance the communication between the participants and the DMMHA.
  - e. DMMHA may provide quarterly social activities/events in an attempt to improve communication and cooperation between residents within our manors. These will be conducted either by the elderly/disabled service coordinators or Sr. Case Managers within Public Housing upon approval of funding from the Resident Advisory Board.
  - f. DMMHA employs two full-time Family Self-Sufficiency coordinators.
  - g. DMMHA employs an additional Family Self Sufficiency staff person to identify any gaps in supportive services and will be responsible for assisting in the creation of needed supportive services to fill those identified gaps. DMMHA anticipates this expansion will broaden the service delivery to non-FSS participants as well.
  - h. DMMHA distributes a monthly newsletter and monthly resource mailing to all Family Self-Sufficiency (FSS) participants.
  - i. DMMHA distributes a quarterly newsletter to all public housing residents.
  - j. DMMHA coordinates and conducts homeownership education for all assisted families.
  - k. DMMHA coordinates budget counseling for FSS participants and 5h participants.
  - l. DMMHA coordinates credit report counseling for FSS participants and 5h participants.
  - m. DMMHA collaborates with the Des Moines Community Action Agency to increase the availability of numerous community supportive services to all assisted families such as, but not limited to LIHEAP assistance, financial education, weatherization assistance, and personal and food pantries.
  - n. The RISE Center, located at Royal View Manor, provides access for RVM residents and FSS participants to a computer lab and provides direct access to service providers who assist with financial, educational or employment related activities.
  - o. DMMHA has received funding approval to provide computer access to all the elderly manors. Completion of this will occur over the upcoming year as fiber optics is installed to the elderly manors.

2. Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS.
  - a. Public Housing rent determination policies
  - b. Public Housing admissions policies
  - c. Housing Choice Voucher Homeownership vouchers are targeted to Family Self Sufficiency participants.
  - d. DMMHA has assembled a team responsible for re-evaluating the Section 3 policies, procedures and practices of the Agency in an attempt to increase the economic opportunities for all residents and participants.
  - e. The Public Housing Family Service Coordinator will assist families to increase earned income and move towards economic and housing self-sufficiency.
  - f. DMMHA will begin offering \$5,000 towards homeownership down payment and /or closing costs through a Down Payment Assistance Program. Participants purchasing a home through DMMHA's Housing Choice Voucher Homeownership Program or 5(h) Homeownership Program will be eligible.
  
3. How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements.
  - a. DMMHA requires all Public Housing participants to execute a self-certification form as to his or her status and sign a lease addendum for community service.
  - b. DMMHA informs each Public Housing participant who is not exempt from the community service requirement of pertinent information regarding community service to enable the participant to perform the requirement.
  - c. DMMHA monitors community service compliance on a yearly basis for each public housing participant.
  - d. DMMHA notifies participants whose circumstances have changed their exemption status of the community service requirement.
  - e. DMMHA has adopted appropriate changes to the rent determination policies in regards to income changes resulting from welfare program requirements and has trained staff to carry out those policies.
  - f. DMMHA informs participants of the rent determination policies on admission and reexamination.
  - g. DMMHA has established a cooperative agreement with the local TANF agency regarding the exchange of information and coordination of services.

## Safety and Crime Prevention – Public Housing

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

1. Describe the need for measures to ensure the safety of public housing residents:
  - a. DMMHA takes a proactive approach towards the incidences of violent and/or drug – related crime in all of the developments.
  
2. Description of any crime prevention activities conducted or to be conducted by DMMHA:
  - a. DMMHA obtains the arrest histories for new participants as part of screening.
  - b. DMMHA obtains the arrest histories annually for all participants to ensure no violations of the lease have occurred during the year.
  - c. DMMHA receives from Des Moines Police Department trip reports and related case reports regarding owned property on a monthly basis.
  - d. DMMHA participates in the Crime Free Multi-Housing program along with the Des Moines Police Department. This includes property management training, inspection of buildings and meetings with the residents.
  - e. DMMHA has hired off-duty police officers to provide security on weekends and evenings at the largest DMMHA owned property and will evaluate the feasibility of continuing this service.
  - f. DMMHA shall research in conjunction with the Des Moines Police Department the viability of creating a Security Officer position to assume the responsibilities currently provided by the off-duty officers.
  - g. DMMHA has the ability through the Des Moines Police Department to initiate surveillance for suspected drug activities.
  - h. DMMHA maintains security cameras at all of the multifamily complexes. By use of these cameras, DMMHA has the ability to investigate activity that occurred in the past. This also provides DMMHA the ability to create evidence for court proceedings.
  
3. Description of coordination between DMMHA and the Des Moines Police Department:
  - a. DMMHA obtains from the Des Moines Police Department crime data regarding DMMHA owned property to DMMHA staff for analysis and action.
  - b. Police have established a physical presence on the largest DMMHA owned property.
  - c. Des Moines Police Department gives DMMHA information on Specified Crime properties list monthly to analyze if DMMHA owned properties are on the list and if so, to follow up.

- d. Des Moines Police Department has included DMMHA in training on the Mobile Crisis division.
- e. The Des Moines Police Department processes requests from DMMHA for arrest histories for new applicants and program participants as needed.
- i. DMMHA has executed a Memorandum of Understanding with the Des Moines Police Department to provide security at the largest DMMHA owned property and will evaluate the feasibility of continuing this contract.



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

In accordance with your request, we are attaching the accompanying PDF file, which contains an electronic final version of the financial statements of City of Des Moines, Iowa, Iowa Municipal Housing Agency as of June 30, 2011. We understand that your request for the electronic copy has been made as a matter of convenience. You understand that electronic transmissions are not entirely secure and that it is possible for confidential financial information to be intercepted by others.

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

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

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

*McGladrey & Pullen, LLP*

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

Financial and Compliance Report  
Year Ended June 30, 2011

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## Independent Auditor's Report

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

We have audited the accompanying financial statements of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, as of and for the year ended June 30, 2011, as listed in the table of contents. These financial statements are the responsibility of the Public Housing Board and City of Des Moines, Iowa's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa's internal control over financial reporting. Accordingly, we express no such opinion. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements present only the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, and do not purport to, and do not, present fairly the financial position of the City of Des Moines, Iowa as of June 30, 2011, and the changes in its financial position and its cash flows for the year then ended, in conformity with accounting principles generally accepted in the United States of America. As the financial statements present only the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund, and do not purport to, and do not present the financial statements of the City of Des Moines, Iowa, management has chosen not to present a Management's Discussion and Analysis for the fund.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, as of June 30, 2011, and the changes in its financial position and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 16, 2011 on our consideration of the City of Des Moines, Iowa Municipal Housing Agency's, an enterprise fund of the City of Des Moines, Iowa, internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The other postemployment benefit plan schedule of funding progress on page 13 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

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

*McGladrey & Pullen, LLP*

Des Moines, Iowa  
December 16, 2011

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

**Statement of Net Assets  
June 30, 2011**

**Assets**

Current assets:

Cash and pooled cash investments	\$ 2,756,662
Restricted cash and cash equivalents	417,199
Due from other governmental units	62,754
Accounts receivable (net of allowance for doubtful accounts of \$50,444)	75,917
Inventories	67,151
Prepaid items	39,638
<b>Total current assets</b>	<u>3,419,321</u>

Noncurrent assets:

Capital assets:

Nondepreciable, land	1,467,560
Depreciable:	
Buildings	31,628,888
Improvements other than buildings	5,838,247
Machinery and equipment	1,376,231
	<u>40,310,926</u>
Less accumulated depreciation	26,988,684

**Total capital assets** 13,322,242

Restricted cash and cash equivalents 13,670,305

**Total noncurrent assets** 26,992,547

**Total assets** 30,411,868

**Liabilities**

Current liabilities:

Accounts payable	85,755
Accrued payroll	155,714
Due to other funds of the City of Des Moines, Iowa	219,246
Compensated absences	112,246
Tenant security deposits	87,299
Unearned revenues	18,918
<b>Total current liabilities</b>	<u>679,178</u>

Noncurrent liabilities:

Self-sufficiency participation	149,378
Compensated absences	236,006
Postemployment benefits	97,823
<b>Total noncurrent liabilities</b>	<u>483,207</u>

**Total liabilities** 1,162,385

**Net Assets**

Invested in capital assets	13,322,242
Restricted for public housing program	13,670,305
Restricted for housing assistance payments	417,199
Unrestricted	1,839,737
<b>Total net assets</b>	<u>\$ 29,249,483</u>

See Notes to Financial Statements.

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

**Statement of Revenues, Expenses and Change in Net Assets  
Year Ended June 30, 2011**

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Operating revenues:	
Dwelling rental	\$ 1,057,327
Intergovernmental	18,484,739
Charges for services	1,164,600
<b>Total operating revenues</b>	<u>20,706,666</u>
Operating expenses:	
Personal services	5,533,471
Contractual services	17,281,809
Depreciation	1,597,991
<b>Total operating expenses</b>	<u>24,413,271</u>
<b>Operating (loss)</b>	<u>(3,706,605)</u>
Nonoperating revenues:	
Investment earnings	21,983
Gain on sale of capital assets	63,000
<b>Nonoperating revenues</b>	<u>84,983</u>
Capital grants	<u>1,535,583</u>
<b>Change in net assets</b>	(2,086,039)
Net assets, beginning	31,335,522
Net assets, ending	<u>\$ 29,249,483</u>

See Notes to Financial Statements.

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

**Statement of Cash Flows  
Year Ended June 30, 2011**

Cash flows from operating activities:	
Cash received from rents and operating grants	\$ 21,086,484
Cash paid to suppliers	(17,154,199)
Cash paid to employees	(5,442,669)
<b>Net cash (used in) operating activities</b>	<u>(1,510,384)</u>
Cash flows from noncapital financing activities, payments on interfund accounts	<u>152,768</u>
Cash flows from capital and related financing activities:	
Acquisition and construction of capital assets	(757,947)
Capital grants	1,535,583
Proceeds from the sale of capital assets	328,269
<b>Net cash provided by capital and related financing activities</b>	<u>1,105,905</u>
Cash flows from investing activities, interest collected	<u>21,983</u>
<b>Net (decrease) in cash and cash equivalents</b>	(229,728)
Cash and cash equivalents, beginning	<u>17,073,894</u>
Cash and cash equivalents, ending	<u><u>\$ 16,844,166</u></u>
Reconciliation of operating (loss) to net cash (used in) operating activities:	
Operating (loss)	\$ (3,706,605)
Adjustments to reconcile operating (loss) to net cash (used in) operating activities:	
Depreciation	1,597,991
Decrease (increase) in:	
Accounts receivable	(38,697)
Due from other governmental units	351,087
Inventories	(5,449)
Prepaid items	100,091
Increase (decrease) in:	
Accounts payable	32,968
Accrued payroll	18,327
Compensated absences	48,060
Tenant security deposits	6,454
Other liabilities, self-sufficiency participation	62,105
Unearned revenue	(1,131)
Other postemployment benefits	24,415
<b>Net cash (used in) operating activities</b>	<u><u>\$ (1,510,384)</u></u>

See Notes to Financial Statements.

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

**Notes to Financial Statements**

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

**Nature of business and reporting entity:**

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

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

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

**Summary of significant accounting policies:**

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

Proprietary fund type: The City of Des Moines, Iowa Municipal Housing Agency is a proprietary fund type. Proprietary funds are used to account for a government's business-type activities, which are similar to those often found in the private sector. The measurement focus is based upon income determination, financial position and cash flows. The Agency, as an enterprise fund, applies all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or before November 30, 1989, unless the pronouncements conflict with or contradict Governmental Accounting Standards Board Statements. The Authority has elected not to apply FASB guidance subsequent to November 30, 1989.

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

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

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

**Notes to Financial Statements**

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

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

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

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

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

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

Capital assets: Capital assets are defined by the Agency as assets with an initial, individual cost of more than \$500 and an initial useful life of one year or greater. All appliances are capitalized regardless of threshold as required by HUD. Capital assets of the Agency are stated at cost. Depreciation has been provided using the straight-line method over the estimated useful lives, as follows:

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

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

Net assets: Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by any outstanding balances of any borrowings, used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through enabling legislation adopted by the Authority or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, the Agency first applies restricted resources. \$14,087,504 of net assets is restricted as of June 30, 2011. Of the restrictions, \$13,670,305 is on the cash generated from the sale of public housing properties and \$417,199 is for housing assistance payments. Proceeds from property sales are required by HUD to be reinvested in public housing properties.

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

**Notes to Financial Statements**

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**Note 2. Cash and Pooled Cash Equivalents**

As of June 30, 2011, the Agency's deposits consisted of checking accounts and savings accounts. The Agency has no investments.

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

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

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

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

As of June 30, 2011, the carrying amount of the Agency's deposits was \$16,844,166 and the bank balance was \$16,881,526 which was entirely covered by federal depository insurance or by a multiple financial institution collateral pool in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the members of the pool to ensure there will be no loss of public funds.

**Note 3. Capital Assets**

The following is a summary of changes in capital assets for the year ended June 30, 2011:

	June 30, 2010	Additions	Retirements	June 30, 2011
Nondepreciable assets, land	\$ 1,467,560	\$ -	\$ -	\$ 1,467,560
Depreciable assets:				
Buildings	31,421,284	630,875	(423,271)	31,628,888
Improvements other than buildings	5,832,693	5,554	-	5,838,247
Machinery and equipment	1,254,713	121,518	-	1,376,231
<b>Total depreciable assets</b>	<b>38,508,690</b>	<b>757,947</b>	<b>(423,271)</b>	<b>38,843,366</b>
Less accumulated depreciation for:				
Buildings	19,111,606	1,482,093	(158,002)	20,435,697
Improvements other than buildings	5,299,563	81,404	-	5,380,967
Machinery and equipment	1,137,526	34,494	-	1,172,020
<b>Total accumulated depreciation</b>	<b>25,548,695</b>	<b>1,597,991</b>	<b>(158,002)</b>	<b>26,988,684</b>
<b>Capital assets, net</b>	<b>\$ 14,427,555</b>	<b>\$ (840,044)</b>	<b>\$ (265,269)</b>	<b>\$ 13,322,242</b>



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

**Notes to Financial Statements**

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**Note 4. Forgivable Loans**

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

As of June 30, 2011, the unforgiven portion of forgivable loans was \$1,253,495. This amount is fully reserved as of June 30, 2011 as the City does not anticipate collection.

**Note 5. Pension Plan**

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

Plan members are required to contribute 4.30 percent of their annual covered salary and the Agency is required to contribute 6.65 percent of annual covered payroll. Contribution requirements are established by state statute. The Agency's contribution to IPERS for the years ended June 30, 2011, 2010 and 2009 was \$166,325, \$138,293 and \$135,688, respectively, which was equal to the required contribution for each year.

**Note 6. Deferred Compensation**

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

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

**Note 7. Postretirement Benefits**

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

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

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

**Notes to Financial Statements**

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**Note 7. Postretirement Benefits (Continued)**

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

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

The required contribution is based on projected pay-as-you-go financing. For fiscal year 2011, the Agency contributed \$2,588.

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

Annual required contribution	\$ 26,758
Interest on net OPEB obligation	3,303
Adjustment to annual required contribution	(3,058)
Annual OPEB cost (expense)	<u>27,003</u>
Contributions and payments made	<u>(2,588)</u>
Increase in net OPEB obligation	24,415
Net OPEB obligation, July 1, 2010	<u>73,408</u>
Net OPEB obligation, June 30, 2011	<u><u>\$ 97,823</u></u>

The Agency's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for fiscal year 2011 and the two preceding years were as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
June 30, 2009	\$ 28,928	14.10%	\$ 49,819
June 30, 2010	25,942	9.07	73,408
June 30, 2011	27,003	9.58	97,823

Funded status and funding progress: As of July 1, 2009, the most recent actuarial valuation date, the plan was 0 percent funded. The Agency's portion of the City's actuarial accrued liability for benefits was \$169,590 and the actuarial value of assets is none resulting in an unfunded actuarial accrued liability (UAAL) of \$(169,590). The covered payroll (annual payroll of active employees covered by the plan) was \$3,072,826 and the ratio of the UAAL to the covered payroll was 5.5 percent.

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

**Notes to Financial Statements**

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**Note 7. Postretirement Benefits (Continued)**

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

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

In the July 1, 2009 actuarial valuation, project unit credit method was used. The actuarial assumptions included a 4.5 percent discount rate and an annual health care cost trend rate of 9.5 percent reduced by decrements of .5 percent annually to an ultimate rate of 5 percent for medical and prescription costs for dental and related administrative costs. The UAAL is being amortized as an open level dollar. The amortization of UAAL is done over a period of 30 years.

**Note 8. Noncurrent Liabilities**

The following is a summary of changes in noncurrent liabilities for the year ended June 30, 2011:

	June 30, 2010	Additions	Decreases and Payments	June 30, 2011	Amount Due in One Year
Compensated absences including sick leave	\$ 300,192	\$ 52,444	\$ 4,384	\$ 348,252	\$ 112,246
Due to self-sufficiency participation	\$ 87,273	\$ 122,026	\$ 59,921	\$ 149,378	\$ -

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

**Note 9. Risk Management**

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

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

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

**Notes to Financial Statements**

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**Note 10. Contingencies**

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

**Note 11. New Pronouncements**

GASB Statement No. 57, *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans*, issued January 2010, will be effective for the Agency beginning with its year ending June 30, 2012. This Statement addresses issues related to measurement of OPEB obligations by certain employers participating in agent multiple-employer OPEB plans. GASB 57 amends GASB Statement No. 43, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, and GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. The Agency's management has not yet determined the effect this statement will have on the Agency's financial statements.

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

**Required Supplementary Information  
Other Postemployment Benefit Plan**

**SCHEDULE OF FUNDING PROGRESS**

Fiscal Year Ended	Actuarial Valuation Date	Actuarial Value of Net Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded (Over-funded) AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll [(b-a)/c]
<b>2011</b>	<b>07/01/2009</b>	\$ -	\$ <b>169,590</b>	\$ <b>169,590</b>	- %	\$ <b>3,441,867</b>	<b>4.9%</b>
2010	07/01/2009	-	169,590	169,590	-	3,072,826	5.5
2009	07/01/2007	-	155,776	155,776	-	3,105,543	5.0

The information presented in the required supplementary schedule was determined as part of the actuarial valuation as of July 1, 2009. Additional information follows:

1. The cost method used to determine the ARC is the Projected Unit Credit Actuarial Cost method.
2. There are no plan assets.
3. Economic assumptions are as follows: health care cost trend rates of 5.0-9.5 percent; discount rate of 4.5 percent.
4. The amortization method is open, level dollar.

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

**Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2011**

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Federal Expenditures
U.S. Department of Housing and Urban Development		
Direct Programs:		
Public and Indian Housing	14.850	\$ 629,271
Lower Income Housing Assistance Program Moderate Rehabilitation	14.856	96,125
Section 8 Project-Based Cluster:		
Section 8 Housing Choice Vouchers	14.871	16,923,756
Section 8 Housing Choice Vouchers - VASH	14.871	427,223
Family Unification Program	14.880	365,490
		<u>17,716,469</u>
CFP Cluster:		
Public Housing Capital Fund	14.872	520,652
Public Housing Capital Fund - Operations	14.872	265,002
		<u>785,654</u>
Resident Opportunity and Support Services	14.870	<u>36,604</u>
<b>Total U.S. Department of Housing and Urban Development</b>		<u>19,264,123</u>
<b>Total federal awards expended</b>		<u><u>\$ 19,264,123</u></u>

See Accompanying Notes to Schedule of Expenditures of Federal Awards.

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

**Notes to Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2011**

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**Note 1. Basis of Presentation**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, for the year ended *June 30, 2011*. *All federal financial assistance received directly from federal agencies as well as federal financial assistance passed through other government agencies expended during the year is included in the schedule.* The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments and Nonprofit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the fund's financial statements.

**Note 2. Significant Accounting Policies**

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

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

**Summary Schedule of Prior Audit Findings  
Year Ended June 30, 2011**

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Finding Number	Comment	Status
None reported		





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

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

We have audited the financial statements of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, as of and for the year ended June 30, 2011, and have issued our report thereon dated December 16, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

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

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

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

**Compliance and Other Matters**

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

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

*McGladrey & Pullen, LLP*

Des Moines, Iowa  
December 16, 2011



**Independent Auditor's Report on Compliance with  
Requirements That Could Have a Direct and  
Material Effect on Each Major Program and on  
Internal Control Over Compliance in Accordance with  
OMB Circular A-133**

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

**Compliance**

We have audited the compliance of the City of Des Moines, Iowa Municipal Housing Agency, an enterprise fund of the City of Des Moines, Iowa, with the types of compliance requirements described in the *OMB Circular A-133, Compliance Supplement* that could have a direct and material effect on the City of Des Moines, Iowa Municipal Housing Agency's major federal program for the year ended June 30, 2011. The City of Des Moines, Iowa Municipal Housing Agency's major federal program is identified in the summary of auditor's results section of the accompanying *Schedule of Findings and Questioned Costs*. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal program is the responsibility of the City of Des Moines, Iowa Municipal Housing Agency's management. Our responsibility is to express an opinion on the City of Des Moines, Iowa Municipal Housing Agency's compliance based on our audit.

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

In our opinion, the Agency complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2011.

**Internal Control Over Compliance**

Management of the City of Des Moines, Iowa Municipal Housing Agency is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the City of Des Moines, Iowa Municipal Housing Agency's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Des Moines, Iowa Municipal Housing Agency's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected on a timely basis.

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

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

*McGladrey & Pullen, LLP*

Des Moines, Iowa  
December 16, 2011

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

**Schedule of Findings and Questioned Costs  
Year Ended June 30, 2011**

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**I. Summary of the Independent Auditor's Results**

Financial Statements

Type of auditor's report issued: Unqualified

Internal control over financial reporting:

- Material weakness(es) identified?  Yes  No
- Significant deficiency(ies) identified?  Yes  None Reported
- Noncompliance material to financial statements noted?  Yes  No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified?  Yes  No
- Significant deficiency(ies) identified?  Yes  None Reported

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

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

Identification of major program:

CFDA Number	Name of Federal Program or Cluster
<b>Section 8 Project-Based Cluster:</b>	
14.871	Section 8 Housing Choice Vouchers
14.871	Section 8 Housing Choice Vouchers - VASH
14.880	Family Unification Program

Dollar threshold used to distinguish between type A and type B programs: \$577,924

Auditee qualified as low-risk auditee?  Yes  No

(Continued)

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

**Schedule of Findings and Questioned Costs (Continued)  
Year Ended June 30, 2011**

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- II. Findings Relating to the Financial Statement Audit as Required to be Reported in Accordance with Generally Accepted Government Auditing Standards**
  - A. Significant Deficiencies in Internal Control Over Financial Reporting**  
None reported
  
  - B. Compliance Findings**  
None reported
  
- III. Findings and Questioned Costs for Federal Awards**
  - A. Significant Deficiencies in Administering Federal Awards**  
None reported
  
  - B. Instances of Noncompliance**  
None reported

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

**Corrective Action Plan  
Year Ended June 30, 2011**

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Current Number	Comment	Corrective Action Plan	Anticipated Date of Completion	Contact Person
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None reported

## Violence Against Women Act

### Statement of Activities

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

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



Agency Plan July 1, 2012 through June 30, 2013

**5(h) Affordable Home Ownership**

DMMHA is proposing to return the following units to our ACC Public Housing Inventory. These units were approved for rescission from the 5h program last year:

- 1373 Idaho, Single Family two bedroom home
- 1428 East 15th, Single Family two bedroom home
- 2403 Payne Road, Single Family two bedroom home
- 1219 15<sup>th</sup> Street, Single Family three bedroom home
- 1827 Allison, Single Family three bedroom home

DMMHA shall also evaluate its remaining 5h inventory to determine its viability for homeownership sales, returning the units to the Agency’s ACC or submitting a disposition application in an effort to maximize use of these units and minimize vacancies.

**Conversion of 5(h) Affordable Home Ownership program to a Section 32 Plan**

DMMHA will evaluate conversion from the existing 5(h) Affordable Home ownership to a Section 32 program allowing for more flexibility for low income families interested in home ownership. Upon review of the Section 32 regulations, should it be determined that the Agency wants to pursue this change, a formal program request will be submitted to HUD for approval.

**Demolition – Planned**

The Des Moines Municipal Housing Agency currently has six duplexes within a cud-de-sac located at East 9<sup>th</sup> and East Douglas. These six properties (12 units) are currently located in a flood plane zone due to storm water management outflows. Due to this designation, the DMMHA will evaluate submitting a demolition application for these units. :

<b>Unit Address</b>	<b>Year Built</b>	<b>Number of Bedrooms</b>
3701/3703 E. 9 <sup>th</sup> Street	1981	3
3709/3711 E. 9 <sup>th</sup> Street	1981	2
3717/3719 E. 9 <sup>th</sup> Street	1981	2
3725/3727 E. 9 <sup>th</sup> Street	1981	2,3
901/903 E. Douglas Avenue	1981	2
909/911 E. Douglas Avenue	1981	3

**Disposition – Planned**

The DMMHA submitted and received approval for disposition of the 29 units that are currently vacant and were in the approved 5(h) Affordable Homeownership Program. All of these 29 units are single family homes. Through the Disposition process (all existing and all new units) the DMMHA shall look to

provide low income (sales or rentals) through an evaluation process which could result in one of the following actions being submitted to HUD's Special Application Center for review/approval:

1. Negotiated sale of the Disposition property
2. Sale of the Disposition property to provide rental to low-income qualified families to the Housing Agency or local non-profits, subject to approval of the Municipal Housing Governing Board and HUD.
3. Lease purchase to non-profits providing a minimum of five (5) years rental to low income families or resale of said property to low income qualifying families.
4. Application to return units to the DMMHA ACC to be rehabilitated for use as Public Housing rental units

### **Development**

DMMHA, through Replacement Housing Factor funding and proceeds from the sale of disposition property, shall evaluate the opportunities for development through demolition and new construction, rehabilitation or acquisition. Acquisition of new housing inventory shall meet the Agency's goal of de-concentration and HUD HCC limits.

#### Demolition/New Construction Sites:

1125 11<sup>th</sup> Street – Single Family Home, 3 Bedrooms, built in 1913.

430 Orchard St. – Single Family Home, 3 Bedrooms, built in 1980.

1333 Mondamin – Single Family Home, 3 Bedrooms, built in 1972.

1431 Stewart Street – Single Family Home, 3 Bedrooms, built in 1981.

1227 East 17<sup>th</sup> Street, Single Family Home, 3 Bedrooms, built in 1980.

1248 McCormick Street – Single Family Home, 4 Bedrooms, built in 1982.

3308/3310 Kinsey Avenue – duplex, 2 bedrooms, built in 1980.

1817 Capitol Avenue – Single Family Home, 2 Bedrooms, built in 1880.

314 Indiana Avenue – Single Family Home, 2 Bedrooms, built in 1917.

1423 17<sup>th</sup> Street – Single Family Home, 2 Bedrooms, built in 1905.

106 Astor Street, Single Family Home, 2 Bedrooms, built in 1955.

The DMMHA shall also look to add Public Housing units through its future Replacement Housing Factor funds and Proceeds from Sales working to maintain de-concentration with the City of Des Moines and exploring the possibilities of expanding throughout Polk County. Acquisition could occur through purchase of existing housing stock within the community or new development. Staff shall evaluate all available housing opportunities within the market (single family homes, duplexes, multi-family, condominiums, etc.

**DMMHA Agency Plan  
2011/2012**

Demolition/Disposition Activity Description
1a. Development name: 5H
1b. Development (project) number: IA020000006
2. Activity type: Demolition Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval Planned Application
4. Date application approved, submitted, or planned for submission: Submittal February, 2011
5. Number of units affected: 27 (see foot note at bottom of second page)
6. Coverage of Action (select one) Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: February, 2011  b. Projected end date of activity: 2015

Demolition/Disposition Activity Description
1a. Development name: 5H
1b. Development (project) number: IA020000006
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval Planned Application
4. Date application approved, submitted, or planned for submission: Submittal February, 2011
5. Number of units affected: 10
6. Coverage of Action (select one) <input checked="" type="checkbox"/> Part of the development Total development
7. Timeline for activity: a. Actual or projected start date of activity: September, 2011  b. Projected end date of activity: October, 2013

**DMMHA Agency Plan  
2011/2012**

<b>Demolition/Disposition Activity Description</b>
<b>1a. Development name:</b> Disposition
<b>1b. Development (project) number:</b> IA020000005
<b>2. Activity type:</b> Demolition <input checked="" type="checkbox"/> Disposition
<b>3. Application status (select one)</b> Approved <input checked="" type="checkbox"/> Submitted, pending approval Planned Application
<b>4. Date application approved, submitted, or planned for submission:</b> Submittal February, 2011
<b>5. Number of units affected:</b> 16
<b>6. Coverage of Action (select one)</b> <input checked="" type="checkbox"/> Part of the development Total development
<b>7. Timeline for activity:</b> a. Actual or projected start date of activity: March, 2011  b. Projected end date of activity: 2013

<b>Demolition/Disposition Activity Description</b>
<b>1a. Development name:</b> Disposition
<b>1b. Development (project) number:</b> IA020000001
<b>2. Activity type:</b> Demolition Disposition <input checked="" type="checkbox"/>
<b>3. Application status (select one)</b> Approved Submitted, pending approval Planned Application <input checked="" type="checkbox"/>
<b>4. Date application approved, submitted, or planned for submission:</b> Submittal October 2011
<b>5. Number of units affected:</b> 200
<b>6. Coverage of Action (select one)</b> <input checked="" type="checkbox"/> Part of the development Total development
<b>7. Timeline for activity:</b> a. Actual or projected start date of activity: June, 2012  b. Projected end date of activity: 2013

<p><b>5h footnote:</b> The DMMHA shall evaluate its remaining 5h inventory and determine the best future use of said inventory in an effort to maximize utilization within the market and minimize vacancies. At this time, the Agency cannot provide specific recommendations based on the above tables as this analysis has still yet to occur.</p>
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Agency Plan July 1, 2012 through June 30, 2013

Conversion of Public Housing

The DMMHA is not currently required to convert any of its Public Housing units to tenant-based assistance. However, the DMMHA may voluntarily convert some of our Public Housing units to project and/or tenant-based from the sale of Royal View Manor subject to HUD Voluntary Conversion Assessment criteria and/or through a Disposition application.

## Component 10 (B) Voluntary Conversion Initial Assessments

- a. How many of the PHA's developments are subject to the Required Initial Assessments? 3
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exceptions (e.g., elderly and/or disabled developments not general occupancy projects)? 4
- c. How many assessments were conducted for the PHA's covered developments? 1

Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development	Number of Units
IA020000006	59
IA020000005	48
IA020000001	200

The identified developments include units that have been approved for disposition on August 19, 2003 and include units approved in a 5h Homeownership program. An additional development, Royal View Manor (IA020000001) shall be evaluated for potential conversion or sale.

### **5h Homeownership Program**

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

### **Conversion of 5(h) Affordable Home Ownership program to a Section 32 Plan**

DMMHA will evaluate conversion of the existing 5(h) Affordable Home ownership to a Section 32 program allowing for more flexibility for low income families interested in home ownership. Upon review the Section 32 regulations, should it be determined that the Agency wants to pursue this change, a formal program request will be submitted to HUD for approval.

The current project and number of available units is listed below:

Project IA020000006 5h – 27 units

### **Section 8 Housing Choice Voucher Homeownership**

The City of Des Moines Municipal Housing Agency received HUD approval to implement a Section 8 Housing Choice Voucher Homeownership Program in July 2010 with the approval of the Agency Plan. Program implementation occurred July 1<sup>st</sup>, 2011 and DMMHA is currently accepting applications for the Section 8 Housing Choice Voucher Homeownership Program. Contingent on sufficient HUD funding, the DMMHA will allow up to 10 (ten) homeownership vouchers to be utilized for the Housing Choice Voucher Homeownership Program. The Housing Choice Voucher Homeownership Program is limited to Family Self Sufficiency participants.

### **Down Payment Assistance Program (DAP)**

The City of Des Moines Municipal Housing Agency received HUD approval June 8, 2011 for use of disposition proceeds for homeownership down payment assistance. DMMHA will use up to \$350,000 of disposition net proceeds for the Down Payment Assistance Program. Down payment assistance and/or closing cost assistance will be provided to each home purchaser of this program. All home purchasers must have family incomes at or below 80% of the median income for Des Moines, Iowa and must complete a homeownership education program and a one-on-one credit counseling session to determine mortgage readiness. DMMHA is only

authorized to provide DAP Program assistance to families who are also purchasing homes through the DMMHA's Section 8 Housing Choice Voucher homeownership program; the DMMHA's homeownership program under Section 5(h) of the US Housing Act of 1937; or a homeownership program under Section 32 of the U.S. Housing Act of 1937 if established in the future.



## Section 8 Project-Based Vouchers

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

Fifty vouchers were used in the program with the general location in census tracts with poverty rates at less than 20% within our jurisdiction. Additional vouchers may be placed within this category depending on the need/demand identified through another RFP process, but will not exceed 20 percent of DMMHA's program budget authority.

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

Annual Statement/Performance and Evaluation Report  
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 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>					
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid -#101 Des Moines, IA, 50313		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50112 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2012 FFY of Grant Approval:	

Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Revised Annual Statement (revision no: 1 ) <input checked="" type="checkbox"/> Revised Annual Statement and Evaluation Report <input type="checkbox"/> Final Performance and Evaluation Report		Obligated	Total Actual Cost <sup>1</sup> Expended
			Original	Revised <sup>2</sup>		
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>		109,440	99,012		
3	1408 Management Improvements		54,720	49,506		
4	1410 Administration (may not exceed 10% of line 21)		54,720	49,506		
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs		15,000	15,000		
8	1440 Site Acquisition					
9	1450 Site Improvement		33,321	27,500		
10	1460 Dwelling Structures		245,000	219,535		
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures		10,000	10,000		
13	1475 Non-dwelling Equipment		15,000	15,000		
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs		10,000	10,000		
17	1499 Development Activities <sup>4</sup>					

<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>FFY of Grant: 2012</b>	
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA 50313		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50112 Replacement Housing Factor Grant No: Date of CEFP:	
		FFY of Grant Approval:	

Type of Grant  
 Original Annual Statement       Reserve for Disasters/Emergencies  
 Performance and Evaluation Report for Period Ending:       Revised Annual Statement (revision no: )  
 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				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	547,201	495,059		
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director: <i>Peter C. Rouse</i>		Date: 2/22/12	Signature of Public Housing Director		Date

<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.

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U.S. Department of Housing and Urban Development  
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**Part II: Supporting Pages**

PHA Name: Des Moines Municipal Housing Agency  
 100 E. Euclid - #101  
 Des Moines, IA, 50313

Grant Type and Number  
 Capital Fund Program Grant No: 1A05-PO20-50112  
 CFFP (Yes/ No):  
 Replacement Housing Factor Grant No:

Federal FFY of Grant: 2012

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		109,440	99,012			
PHA Wide	Management Improvements	1408		54,720	49,506			
PHA Wide	Administration	1410		54,720	49,506			
Fees & Cost	Architectural & Engineering	1430		15,000	15,000			
PHA Wide Non- Dwelling Equipment	(a) computer equipment	1475.1		5,000	5,000			
	(b) Maintenance Equipment	1475.1		10,000	10,000			
PHA Wide	Re-location Cost	1495.1		10,000	10,000			
PHA Wide Non- Dwelling Structures	Admin Bldg Leasehold Improvements	1470		10,000	10,000			

<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.

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U.S. Department of Housing and Urban Development  
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Part II: Supporting Pages

PHA Name: Des Moines Municipal Housing Agency  
 100 E. Euclid - #101  
 Des Moines, IA, 50313

Grant Type and Number  
 Capital Fund Program Grant No: 1A05-PO20-50112  
 CFFP (Yes/ No):  
 Replacement Housing Factor Grant No:

Federal FFY of Grant: 2012

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>	
1A20000001	Security Updates	1460	3	7,500	7,500			
Royal View Manor	Update Elevator controls	1460	2	100,000	94,535			
	Install Cleanouts	1460	10	25,000	10,000			
1A20000002	Security Updates	1460	2	5,000	5,000			
East View Manor	Repair/Restripe lot	1450	1	15,000	10,000			
	Replace Chiller	1460	1	65,000	65,000			
1A20000003	Security Updates	1460	2	5,000	5,000			
South View Manor	Landscape Updates	1450	1	5,821	5,000			
1A20000004	Security Updates	1460	2	5,000	5,000			
Haven Homes	Concrete Replacement	1450	1	7,500	7,500			
	Elevator Controls	1460	1	25,000	20,000			
PHA Wide	Replace Roofs	1460	1	7,500	7,500			
	Concrete Replacement	1450	2	5,000	5,000			
	Redevelop Seat Sites	1460	5					

<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.

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**Part III: Implementation Schedule for Capital Fund Financing Program**

PHA Name: Des Moines Municipal Housing Agency  
 100 E. Euclid - #101  
 Des Moines, IA, 50313

Federal FFY of Grant: 2012

Reasons for Revised Target Dates <sup>1</sup>

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
IA20000001-RVM	3/11/14		3/11/16		
IA20000002-EVM	3/11/14		3/11/16		
IA20000003-SVM	3/11/14		3/11/16		
IA20000004-Haven Homes	3/11/14		3/11/16		
PHA Wide Mod	3/11/14		3/11/16		

<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.

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 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
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U.S. Department of Housing and Urban Development  
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 Expires 4/30/2011


<b>Part I: Summary</b>		<b>FFY of Grant: 2009</b>	
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA, 50313		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50109 Replacement Housing Factor Grant No: Date of CFFP:			

Line	Type of Grant	Original	Total Estimated Cost		Obligated	Total Actual Cost <sup>1</sup>
			Revised <sup>2</sup>	Final Performance and Evaluation Report		
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	152,467	135,321		135,321	135,321
3	1408 Management Improvements	76,234	67,661		67,661	67,661
4	1410 Administration (may not exceed 10% of line 21)	76,234	67,661		67,661	67,661
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition	18,750	8,750		8,750	8,750
9	1450 Site Improvement	25,250	0		0	0
10	1460 Dwelling Structures	364,651	312,136		312,136	312,136
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Non-dwelling Structures	18,750	0		0	0
13	1475 Non-dwelling Equipment	11,250	80,077		80,077	80,077
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs	18,750	5,000		4,022	4,022
17	1499 Development Activities <sup>4</sup>					

<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.

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

Part I: Summary		FFY of Grant: 2009	
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA 50313		Grant Type and Number: Capital Fund Program Grant No. IA05-PO20-50109 Replacement Housing Factor Grant No: Date of CFFP:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2010		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <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		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	762,336	675,628
21	Amount of line 20 Related to LBP Activities	676,606	675,628
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director 		Date	Signature of Public Housing Director
		4/12/12	
			Date

<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> RHP funds shall be included here.



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Part II: Supporting Pages

PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA, 50313		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50109 CFPP (Yes/ No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2009	
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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		152,497	135,321	135,321	135,321	
PHA Wide	Management Improvements	1408		76,234	67,661	67,661	67,661	
PHA Wide	Administration	1410		76,234	67,661	67,661	67,661	
Fees & Cost	Architectural & Engineering	1430		18,750	8,750	8,750	8,750	
PHA Wide Non-	(a) computer equipment	1475.1		8,000	0	0	0	
Dwelling Equipment	(b) Maintenance Equipment	1475.1		3,250	0	0	0	
PHA Wide	(c) Community Space Equipment	1475.1		0	80,077	80,077	80,077	
	Re-location Cost	1495.1		18,750	5,000	4,022	4,022	
PHA Wide Non-								
Dwelling Structures	Admin Bldg Leasehold Improvements	1470		10,000	10,000	0	0	

<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  
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Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2009		Status of Work	
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA, 50313		Capital Fund Program Grant No: 1A05-PO20-50109 CFFP (Yes/No): Replacement Housing Factor Grant No:					
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost		
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>
IA20000001	Replace Fan Coil Units	1460		160,000	0	0	0
Royal View Manor	Install sewer cleanouts	1460		15,000	0	0	0
	Security Updates	1460		5,000	896	896	896
	Mod Rehab	1460		0	3,744	3,744	3,744
IA20000002	Replace Chiller	1460		60,000	0	0	0
East View Manor	Replace Shower Stalls	1460		72,151	0	0	0
South View Manor	Update Community Room	1460		40,000	0	0	0
	Mod Rehab	1460		0	307,496	307,496	307,496
IA20000004	Site Improvements	1450		20,000	0	0	0
Haven Homes	Security Updates	1460		5,000	0	0	0
PHA Wide							
Scattered Sites	Concrete Replacement	1450		5,250	0	0	0
	Roof Replacement	1460		7,500	0	0	0

<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.

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U.S. Department of Housing and Urban Development  
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**Part III: Implementation Schedule for Capital Fund Financing Program**

PHA Name: Des Moines Municipal Housing Agency  
 100 E. Euclid - #101  
 Des Moines, IA, 50313

Federal FFY of Grant: 2009

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)	Actual Obligation End Date	All Funds Expended (Quarter Ending Date)	Actual Expenditure End Date	Reasons for Revised Target Dates
IA20000001-RVM	9/14/11	9/14/13			
IA20000002-EVM	9/14/11	9/14/13			
IA20000003-SVM	9/14/11	9/14/13			
IA20000004-Haven Homes	9/14/11	9/14/13			
PHA Wide Mod	9/14/11	9/14/13			

<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.

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

<b>Part I: Summary</b>		<b>Grant Type and Number</b>	
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid #101 Des Moines, IA, 50313		Capital Fund Program Grant No: JA05-PO20-50110 Replacement Housing Factor Grant No: Date of CFFP:	
FFY of Grant: 2010		FFY of Grant Approval:	



Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:1 ) <input type="checkbox"/> Final Performance and Evaluation Report		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>		135,321	129,680	129,680	129,680
3	1408 Management Improvements		67,661	64,940	61,554	61,554
4	1410 Administration (may not exceed 10% of line 21)		67,661	64,940	64,940	64,940
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs		18,750	17,500	17,500	17,500
8	1440 Site Acquisition					
9	1450 Site Improvement		15,250	15,000	567	567
10	1460 Dwelling Structures		325,713	312,838	269,991	269,991
11	1465.1 Dwelling Equipment—Nonexpendable		0	10,793	10,793	10,793
12	1470 Non-dwelling Structures		10,000	10,000	5,554	5,554
13	1475 Non-dwelling Equipment		21,250	18,500	7,591	7,591
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs		15,000	15,000	1,250	1,250
17	1499 Development Activities <sup>4</sup>					

<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.

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U.S. Department of Housing and Urban Development  
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<b>Part I: Summary</b>		<b>FFY of Grant: 2010</b>	
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA 50313		Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50110 Replacement Housing Factor Grant No: Date of CFFP:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2010		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	

Line	Summary by Development Account	Original	Total Estimated Cost	Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>	Expended
18a	1501 Collateralization or Debt Service paid by the PHA						
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment						
19	1502 Contingency (may not exceed 8% of line 20)						
20	Amount of Annual Grant: (sum of lines 2 - 19)		676,606	648,398	569,420	569,420	
21	Amount of line 20 Related to LBP Activities						
22	Amount of line 20 Related to Section 504 Activities						
23	Amount of line 20 Related to Security - Soft Costs						
24	Amount of line 20 Related to Security - Hard Costs						
25	Amount of line 20 Related to Energy Conservation Measures						
Signature of Executive Director 		Date	4/6/12	Signature of Public Housing Director 		Date	

<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 CFF Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

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Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2010				
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA, 50313		Capital Fund Program Grant No: IA05-FO20-50110 CFFP (Yes/ No): Replacement Housing Factor Grant No:						
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		135,321	129,680	129,680	129,680	
PHA Wide	Management Improvements	1408		67,661	64,940	61,554	61,554	
PHA Wide	Administration	1410		67,661	64,940	64,940	64,940	
	Fees & Cost							
	Architectural & Engineering	1430		18,750	17,500	17,500	17,500	
	Dwelling Equipment Non-Expendable	1465.1		0	10,793	10,793	10,793	
	(a) computer equipment	1475.1		8,000	0	0	0	
	(b) Maintenance Equipment	1475.1		13,250	756	756	756	
	(c) Comm. Space Equipment -- RVM, SVM, OP/HP	1475		0	17,744	6,835	6,835	
	Re-location Cost	1495.1		15,000	15,000	1,250	1,250	
	PHA Wide Non- Dwelling Structures							
	Admin Bldg Leasehold Improvements	1470		10,000	10,000	5,554	5,554	

<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

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Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2010				
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA, 50313		Capital Fund Program Grant No: 1A05-PO20-50110 CFPP (Yes/ No): Replacement Housing Factor Grant No:						
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>	
IA20000001	Security Updates	1460	1	5,000	7,674	7,674	7,674	
Royal View Manor	Install sewer cleanouts	1460	12	25,000	0	0	0	
	Concrete Replacement	1450	1	5,000	0	0	0	
	Mod Rehab	1460		0	29,260	29,260	29,260	
	504 compliance	1460	1	0	893	893	893	
	HVAC & Electrical	1460	2	0	2,845	2,845	2,845	
IA20000002	Replace Roof	1460	1	145,002	172,511	172,511	172,511	
East View Manor	504 compliance	1460	5	0	5,347	5,347	5,347	
	Security Updates	1460	1	0	1,540	1,540	1,540	
	Mod Rehab	1460		0	51,683	8,913	8,913	
IA20000003	Security Updates	1460	1	5,000	700	624	624	
South View Manor	Mod Rehab	1460		0	23,317	23,317	23,317	
IA20000004	Window Replacements	1460	100	137,151	0	0	0	
Haven Homes	Parking Lot	1450	1	5,000	567	567	567	
	Mod Rehab	1460	1	0	10,154	10,154	10,154	
	Security Updates	1460	1	0	2,406	2,406	2,406	
	Site Improvements	1450	1	0	9,433	0	0	
	HVAC	1460	1	0	4,508	4,508	4,508	
PHA Wide	Replace Roofs	1460	1	8,560	0	0	0	
	Concrete Replacement	1450	1	5,250	5,000	0	0	

<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.

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**Part III: Implementation Schedule for Capital Fund Financing Program**

PHA Name: Des Moines Municipal Housing Agency  
 100 E. Euclid - #101  
 Des Moines, IA, 50313

**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
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
IA20000001-RVM	9/14/12	9/14/14			
IA20000002-EVM	9/14/12	9/14/14			
IA20000003-SVM	9/14/12	9/14/14			
IA20000004-Haven Homes	9/14/12	9/14/14			
PHA Wide Mod	9/14/12	9/14/14			

<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.



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<b>Part I: Summary</b>		<b>PHA Name:</b> Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA, 50313		<b>Grant Type and Number</b> Capital Fund Program Grant No: IA05-PO20-50110 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant: 2011</b> FFY of Grant Approval:	
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Line	Summary by Development Account	Original	Total Estimated Cost		Obligated	Total Actual Cost <sup>1</sup>	
			Revised <sup>2</sup>	Final Performance and Evaluation Report		Expended	
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	129,680	109,440		0	0	
3	1408 Management Improvements	64,940	54,720		0	0	
4	1410 Administration (may not exceed 10% of line 21)	64,940	54,720				
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs	17,500	15,000		0	0	
8	1440 Site Acquisition						
9	1450 Site Improvement	15,000	10,000				
10	1460 Dwelling Structures	312,838	268,321		192,562	192,562	
11	1465.1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures	10,000	10,000		0	0	
13	1475 Non-dwelling Equipment	18,500	15,000		0	0	
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs	15,000	10,000		0	0	
17	1499 Development Activities <sup>4</sup>						

<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.

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 Capital Fund Financing Program

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<b>Part I: Summary</b>			
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA 50313	Grant Type and Number Capital Fund Program Grant No: IA05-PO20-50110 Replacement Housing Factor Grant No: Date of CFPP:	FFY of Grant: 2011 FFY of Grant Approval:	

Type of Grant  
 Original Annual Statement       Reserve for Disasters/Emergencies  
 Performance and Evaluation Report for Period Ending:       Revised Annual Statement (revision no: )  
 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				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	648,398	547,201	192,562	192,562
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director \_\_\_\_\_ Date 4/6/12  
 Signature of Public Housing Director \_\_\_\_\_ Date \_\_\_\_\_

<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.

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Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2011		Status of Work	
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA, 50313		Capital Fund Program Grant No: 1A05-PO20-501110 CEFP (Yes/ No): Replacement Housing Factor Grant No:					
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost		
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>
PHA Wide	Operations	1406		129,680	109,440	0	0
PHA Wide	Management Improvements	1408		64,940	54,720	0	0
PHA Wide	Administration	1410		64,940	54,720	0	0
Fees & Cost	Architectural & Engineering	1430		17,500	15,000	0	0
PHA Wide Non- Dwelling Equipment	(a) computer equipment	1475.1		8,000	5,000	0	0
	(b) Maintenance Equipment	1475.1		10,500	10,000	0	0
PHA Wide	Re-location Cost	1495.1		15,000	10,000	0	0
PHA Wide Non- Dwelling Structures	Admin Bldg Leasehold Improvements	1470		10,000	10,000	0	0

<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.

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Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2011			
PHA Name: Des Moines Municipal Housing Agency 100 E. Euclid - #101 Des Moines, IA, 50313		Capital Fund Program Grant No: IA05-PO20-50110 CFFP (Yes/ No): Replacement Housing Factor Grant No:					
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>
IA20000001	Security Updates	1460	2	5,000	5,000	0	0
Royal View Manor	Replace Carpeting	1460	20	45,000	0	0	0
	Picnic Shelter	1450	1	0	0	0	0
	Mod rehab	1460	7	0	35,000	0	0
IA20000002	Security Updates	1460	2	5,000	5,000	0	0
East View Manor	Replace Boilers & WH	1460	4	116,065	0	0	0
	Mod rehab	1460	1	0	5,000	0	0
	Replace Roof	1460	1	0	20,000	0	0
IA20000003	Security Updates	1460	2	5,000	5,000	0	0
South View Manor							
IA20000004	Window Replacements	1460	100	128,213	193,321	192,562	192,562
Haven Homes	Concrete Replacement	1450	1	5,000	10,000	0	0
PHA Wide	Replace Roofs	1460	1	8,560	0	0	0
	Concrete Replacement	1450	1	10,000	10,000	0	0
	Redevelop Seat Sites	1460	5				

<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.

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Part III: Implementation Schedule for Capital Fund Financing Program  
 PHA Name: Des Moines Municipal Housing Agency  
 100 E. Euclid - #401  
 Des Moines, IA, 50313  
 Federal FFY of Grant: 2011  
 Reasons for Revised Target Dates

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
IA20000001-RVM	9/14/13	9/14/15			
IA20000002-EVM	9/14/13	9/14/15			
IA20000003-SVM	9/14/13	9/14/15			
IA20000004-Haven Homes	9/14/13	9/14/15			
PHA Wide Mod	9/14/13	9/14/15			

<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.

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Part I: Summary		Grant Type and Number		FFY of Grant: 2005	
PHA Name: City of Des Moines Municipal Housing Agency		Capital Fund Program Grant No: Replacement Housing Factor Grant No: 1A05R020501-05 Date of CFFP:		FFY of Grant Approval:	
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: )	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Final Performance and Evaluation Report	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:				<input checked="" type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Original	Revised <sup>1</sup>	Obligated	Total Actual Cost <sup>1</sup> Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	1335	1335		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	1335			
8	1440 Site Acquisition				
9	1450 Site Improvement	2670			
10	1460 Dwelling Structures	8006			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition			12011	
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>	0	13,346	13,346	13,346

<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.

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<b>Part I: Summary</b>		FFY of Grant: 2005 FFY of Grant Approval:	
PHA Name: City of Des Moines Municipal Housing Agency	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-05 Date of CFFP:		
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" 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		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	13,346	13,346
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date 4/6/12		Date	

<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.

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<b>Part II: Supporting Pages</b>		<b>Federal FFY of Grant: 2005</b>						
PHA Name: City of Des Moines Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No: IA05R020501-05						
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		1335	1335	1335	1335	
PHA Wide	Fees & Cost	1430		1335	12011	12011	12011	
IA020000007	Site Improvements	1450		2670	0	0	0	
IA020000007	Redevelopment of scattered site units	1460		8006	0	0	0	
IA020000007	Demolition	1485			12011	0	0	

<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.



Part II: Supporting Pages												
PHA Name:		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No:				Federal FFY of Grant:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work		Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
				Original	Revised <sup>1</sup>		Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>				

<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.

Part III: Implementation Schedule for Capital Fund Financing Program					Federal FFY of Grant: 2005
PHA Name: City of Des Moines Municipal Housing Agency					Reasons for Revised Target Dates
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
	10/29/11		7/30/13	12/31/11	

<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.

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Part I: Summary		Grant Type and Number		FFY of Grant: 2006	
PHA Name: City of Des Moines Municipal Housing Agency		Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-06 Date of CFFP:		FFY of Grant Approval:	
Type of Grant	<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011	<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report		Total Actual Cost <sup>1</sup>	
Line	Summary by Development Account	Total Estimated Cost	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	8423	8423		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	8423			
8	1440 Site Acquisition				
9	1450 Site Improvement	16,846			
10	1460 Dwelling Structures	50,537			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition		75,806		
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>		43,488	43,488	43,488

<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.

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<b>Part I: Summary</b>		FFY of Grant: 2006 FFY of Grant Approval:				
PHA Name: City of Des Moines Municipal Housing Agency	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: Date of CFFP:					
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011 <input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost	Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>	Expended
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2 - 19)	84,229	84,229	43,488	43,488	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security - Soft Costs					
24	Amount of line 20 Related to Security - Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures					
Signature of Executive Director		Date 4/6/12		Signature of Public Housing Director		Date

<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.

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Part II: Supporting Pages		Federal FFY of Grant: 2006				
PHA Name: City of Des Moines Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/No): Replacement Housing Factor Grant No: IA05R020501-06		Total Estimated Cost	Total Actual Cost	Status of Work
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Original	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>
				Revised <sup>1</sup>		
PHA Wide	Administration	1410		8,423	0	0
PHA Wide	Fees and cost	1430		8,423	43,488	43,488
IA020000007	Site improvements	1450		16,846		
IA020000007	Redevelopment of scattered site units	1460		50,537		
IA020000007	demolition	1485			75,806	

<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.

Part II: Supporting Pages										
PHA Name: City of Des Moines Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No: IA05R020501-06			Federal FFY of Grant:					
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work		
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>			

<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.

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: City of Des Moines Municipal Housing Agency					
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	
	10/29/11		10/29/13		

<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.

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Part I: Summary		Grant Type and Number		FFY of Grant: 2007	
PHA Name: City of Des Moines Municipal Housing Agency		Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-07 Date of CFFP:		FFY of Grant Approval:	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost	Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>
		Original			Expended
1	Total non-CFFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	16,137	16,137	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	16,137	16,137	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	32,274			
11	1465.1 Dwelling Equipment—Nonexpendable	96,819	68,910	0	0
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration		60,183	0	0
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<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 CFFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.



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<b>Part I: Summary</b>		FFY of Grant: 2007 FFY of Grant Approval:	
PHA Name: City of Des Moines Municipal Housing Agency	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-07 Date of CFFP:		
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011 <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <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>
18a	1501 Collateralization or Debt Service paid by the PHA		Obligated
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		Expended
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	161,367	0
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director 		Signature of Public Housing Director	
Date 4/6/12		Date	

<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.

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 Expires 4/30/2011

Part II: Supporting Pages									
PHA Name: City of Des Moines Municipal Housing Agency				Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No: IA05R020501-07			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	Administration	1410		16,137	16,137	0	0		
PHA Wide	Fees and Cost	1430		16,137	16,137	0	0		
IA020000007	Site Improvements	1450		32,274	0	0	0		
IA020000007	Redevelopment of scattered sites	1460		96,819	68,910	0	0		
IA020000007	Demolition	1485			60,183	0	0		

<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.

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<b>Part II: Supporting Pages</b>		<b>Federal FFY of Grant:</b>						
PHA Name:		Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No:						
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>	

<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.

Part III: Implementation Schedule for Capital Fund Financing Program					Federal FFY of Grant: 2007	
PHA Name: City of Des Moines Municipal Housing Agency						
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		
	10/29/11		10/29/13			

<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.

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Part I: Summary		FFY of Grant: 2008 FFY of Grant Approval:	
PHA Name: City of Des Moines Municipal Housing Agency		Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-08 Date of CFFP:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost Revised <sup>2</sup>	Total Actual Cost <sup>1</sup> Expended
		Original	Obligated
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>		
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)	38,722	0
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	38,722	0
8	1440 Site Acquisition		
9	1450 Site Improvement	77,444	
10	1460 Dwelling Structures	232,330	0
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

<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.

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<b>Part I: Summary</b>		FFY of Grant: 2008 FFY of Grant Approval:	
PHA Name: City of Des Moines Municipal Housing Agency	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-08 Date of CFFP:		
Type of Grant		<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011 <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Summary by Development Account <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>
18a	1501 Collateralization or Debt Service paid by the PHA		Obligated
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		Expended
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	387,218	0
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date 4/6/12		Date	

<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.

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Part II: Supporting Pages		Federal FFY of Grant: 2008						
PHA Name: City of Des Moines Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-08						
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		38,722	38,722	0	0	
PHA Wide	Fees and Costs	1430		38,722	38,722	0	0	
IA020000007	Site Improvements	1450		77,444	0	0	0	
IA020000007	Redevelopment of Scattered site units	1460		232,330	309,774	0	0	

<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.

<b>Part II: Supporting Pages</b>		<b>Federal FFY of Grant:</b>				Status of Work
<b>PHA Name:</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No:		Total Actual Cost		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		
				Original	Revised <sup>1</sup>	
				Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	

<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.



Part III: Implementation Schedule for Capital Fund Financing Program		Federal FFY of Grant: 2008			
PHA Name: City of Des Moines Municipal Housing Agency					
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	
	10/29/11		10/29/13		

<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.

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Part I: Summary		Grant Type and Number		FFY of Grant: 2009	
PHA Name: City of Des Moines Municipal Housing Agency		Capital Fund Program Grant No: Replacement Housing Factor Grant No: 1A05R020501-09 Date of CFFP:		FFY of Grant Approval:	
Type of Grant	Original	Revised <sup>1</sup>	Obligated	Total Actual Cost <sup>1</sup>	
Line	Summary by Development Account	Total Estimated Cost	Total Estimated Cost	Revised <sup>2</sup>	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	48,038	48,038	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	48,038	48,038	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	96,076	96,076		
10	1460 Dwelling Structures	288,227	288,227	432,341	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<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.

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<b>Part I: Summary</b>		FFY of Grant: 2009	
PHA Name: City of Des Moines Municipal Housing Agency		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-09 Date of CFFP:			
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Estimated Cost	Total Actual Cost <sup>1</sup>
Line		Original	Revised <sup>2</sup> Obligated Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	480,379	0
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date 4/6/12		Date	

<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.

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Part II: Supporting Pages											
PHA Name: City of Des Moines Municipal Housing Agency			Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-09				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		48,038	48,038	0	0				
PHA Wide	Fees and Cost	1430		48,038	0	0	0				
IA020000007	Site Improvements	1450		96,076	0	0	0				
IA020000007	Redevelopment of Scattered site units	1460		288,227	432,341	0	0				

<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.



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Part III: Implementation Schedule for Capital Fund Financing Program						
PHA Name: City of Des Moines Municipal Housing Agency						
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		
	10/29/11		10/29/13			

<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.

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Part I: Summary		Grant Type and Number		FFY of Grant: 2010 FFY of Grant Approval:	
PHA Name: City of Des Moines Municipal Housing Agency		Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-10 Date of CFFP:			
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: )	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011				<input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Obligated	Total Actual Cost <sup>1</sup>	Expended
		Revised			
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>2</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	50,461	0	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,461	0	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	100,922	0	0	0
10	1460 Dwelling Structures	302,765	0	0	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<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.

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<b>Part I: Summary</b>		FFY of Grant: 2010 FFY of Grant Approval:	
PHA Name: City of Des Moines Municipal Housing Agency	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-10 Date of CFFP:		
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no: ) <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>
18a	1501 Collateralization or Debt Service paid by the PHA		Obligated
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		Expended
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	504,609	0
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
<b>Signature of Executive Director</b>		<b>Signature of Public Housing Director</b>	
Date 4/6/12		Date	

<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.



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Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2010				
PHA Name: City of Des Moines Municipal Housing Agency		Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R020501-10		Total Estimated Cost		Total Actual Cost		Status of Work
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		50,461	50,461	0	0	
PHA Wide	Fees and Cost	1430		50,461	16,141	0	0	
IA020000007	Site Improvements	1450		100,922	0	0	0	
IA020000007	Redevelopments of scattered site units	1460		302,765	438,007	0	0	

<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.

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PHA Name:

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>	
				Federal FFY of Grant:		Federal FFY of Grant:		

<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.

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Part III: Implementation Schedule for Capital Fund Financing Program							Federal FFY of Grant: 2010
PHA Name: City of Des Moines Municipal Housing Agency							Reasons for Revised Target Dates
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Actual Expenditure End Date	Actual Expenditure End Date	
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date			
	7/1/2012		7/1/2014				

<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.

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<b>Part I: Summary</b>		FFY of Grant: 2011 FFY of Grant Approval:		
PHA Name: Des Moines Municipal Housing Agency		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05R02050111 Date of CFFP:		
Type of Grant	<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2011 <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost Revised <sup>1</sup>	Obligated	Total Actual Cost <sup>1</sup> Expended
1	Total non-CFP Funds			
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>			
3	1408 Management Improvements			
4	1410 Administration (may not exceed 10% of line 21)	44,347		
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 Non-dwelling Structures			
13	1475 Non-dwelling Equipment			
14	1485 Demolition			
15	1492 Moving to Work Demonstration			
16	1495.1 Relocation Costs			
17	1499 Development Activities <sup>4</sup>	399,124		

<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.

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<b>Part I: Summary</b>		FFY of Grant: 2011 FFY of Grant Approval:	
PHA Name: Des Moines Municipal Housing Agency	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IA05r02050111 Date of CFFP:		
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no: )	
<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>Obligated</b> <b>Expended</b>
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	443,471	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
<b>Signature of Executive Director</b> <i>[Signature]</i>		<b>Signature of Public Housing Director</b>	<b>Date</b> 4/6/12

<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.

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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: Des Moines Municipal Housing Agency				Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No):				Federal FFY of Grant: 2011											
Replacement Housing Factor Grant No: 1A05r02050111				General Description of Major Work Categories		Development Account No.		Quantity		Total Estimated Cost		Total Actual Cost		Status of Work					
Development Number Name/PHA-Wide Activities										Original		Revised <sup>1</sup>		Funds Obligated <sup>2</sup>		Funds Expended <sup>2</sup>			
PHA Wide				Admin		1410				44,347									
PHA Wide				Future Aquisition of Scattered Sites		1499				399,124									

<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.

<b>Part II: Supporting Pages</b>							
PHA Name: Des Moines Municipal Housing Agency				Federal FFY of Grant: 2011			
Development Number Name/PHA-Wide Activities		General Description of Major Work Categories	Grant Type and Number Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No: IA05r02050111	Development Account No.		Quantity	
				Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost
						Original	Revised <sup>1</sup>
						Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>

<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>					
<b>PHA Name: Des Moines Municipal Housing Agency</b>					
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	
	7/1/2013	7/1/2015			

<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—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 08/30/2011

<b>Part I: Summary</b>						
PHA Name/Number City of Des Moines IA Municipal Housing Agency –IA05-PO20		Locality (City/County & State)			<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2012</u>	Work Statement for Year 2 FFY <u>2013</u>	Work Statement for Year 3 FFY <u>2014</u>	Work Statement for Year 4 FFY <u>2015</u>	Work Statement for Year 5 FFY <u>2016</u>
B.	Physical Improvements Subtotal	Annual Statement	278,321	278,321	278,321	278,321
C.	Management Improvements		54,720	54,720	54,720	54,720
D.	PHA-Wide Non-dwelling Structures and Equipment		25,000	25,000	25,000	25,000
E.	Administration		54,720	54,720	54,720	54,720
F.	Other		25,000	25,000	25,000	25,000
G.	Operations		109,440	109,440	109,440	109,440
H.	Demolition		0	0	0	0
I.	Development		0	0	0	0
J.	Capital Fund Financing – Debt Service		0	0	0	0
K.	Total CFP Funds		547,201	547,201	547,201	547,201
L.	Total Non-CFP Funds		0	0	0	0
M.	Grand Total		547,201	547,201	547,201	547,201

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

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2011	Work Statement for Year <u>2</u> FFY:2013			Work Statement for Year: <u>3</u> FFY: 2014		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
<b>See</b>	<b>IA02000001 RVM</b>			<b>IA02000001 RVM</b>		
Annual	Security Updates	2	7,500	Security Updates	2	7,500
Statement	Replace Appliances	50	50,000	Replace Appliances	50	50,000
	Replace Hall carpeting			Add Storage Spaces		
	Install Cleanouts	50	30,000	Entry Door Replace	2	30,000
	Re-Stripe Lots	2	12,500	Update Mailboxes	1	30,000
	Install deadbolts			Install deadbolts	75	33,071
	Landscaping			Concrete Replacement	1	10,000
	<b>IA02000002 EVM</b>			<b>IA02000002 EVM</b>		
	Appliance Replacements	50	50,000	Security Updates	1	7,500
	Landscaping	1	20,000	Landscaping	1	5,000
	Security Updates	1	7,500	Replace Windows	70	
	<b>IA02000000 SVM</b>			<b>IA02000000 SVM</b>		
	Security Updates	1	5,000	Security Updates	1	5,000
	Landscaping	1	3,000	Landscaping		
	<b>IA020000004 Haven Homes</b>			<b>IA020000004 Haven Homes</b>		
	Add Storage Spaces			Security Updates	1	7,500
	Update Air Handler	1	29,571	Update Air Handler	1	30,000
	Security Updates	1	7,500	Trash Chute Update	1	
	Replace Shower Valves	40	40,000	Replace Shwr. Valves	50	50,000
	Replace Hallway Carpet	1		Replace Hallway Carpet	1	
	Landscaping	1	3,000	Landscaping		
	<b>PHA Wide</b>			<b>PHA Wide</b>		
	Concrete Replacement	2	5,250	Concrete Replacement	2	5,250
	Replace Roofs	1	7,500	Replace Roofs	1	7,500
	Motion sensor switches			Motion sensor switches		
	Subtotal of Estimated Cost		\$ 278,321	Subtotal of Estimated Cost		\$ 278,321

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2011	Work Statement for Year 4 FFY:2015			Work Statement for Year: 5 FFY: 2016		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	<b>IA02000001 RVM</b>			<b>IA02000001 RVM</b>		
Annual	Security Updates	3	9,929	Security Updates	2	7,500
Statement	Replace Appliances	50	50,000	Replace Appliances	50	50,000
	Replace generator	1	70,000	Replace Canopy	1	
	Install Cleanouts	50	30,000	Install Cleanouts	50	30,000
	Install deadbolts	75	33,071	Install deadbolts	50	22,050
	Trash Chute Update	1		Replace hall Carpeting		
	Reconfigure Apts			Update Kitchens		
	<b>IA02000002 EVM</b>			<b>IA02000002 EVM</b>		
	Security Updates	2	7,500	Security Updates	2	7,500
	Install deadbolts	50	12,571	Replace Mailboxes	1	12,000
	North End Addition Landscaping			Replace Siding	1	25,000
	<b>IA02000000 SVM</b>			<b>IA02000000 SVM</b>		
	Security Updates	1	7,500	Security Updates	2	7,500
	Elevator Controls	2		Elevator Controls	2	55,521
	Add storage Spaces					
	<b>IA02000004 Haven Homes</b>			<b>IA02000004 Haven Homes</b>		
	Security Updates	2	7,500	Security Updates	2	7,500
	Install deadbolts	50	12,500	Install deadbolts	40	10,000
	Trash Chute Update	1		Replace Mailboxes	2	25,000
	Replace Hall Carpet	3	25,000	Replace Hall Carpet		
	Elevator Controls	1				
	<b>PHA Wide</b>			<b>PHA Wide</b>		
	Concrete Replacement	2	5,250	Concrete Replacement	2	11,250
	Replace Roofs	1	7,500	Replace Roofs	1	7,500
	Subtotal of Estimated Cost		\$ 278,321	Subtotal of Estimated Cost		\$ 278,321

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY 2011	Work Statement for Year : <u>2</u> FFY: 2012		Work Statement for Year: <u>3</u> FFY: 2013	
	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	HA Wide		HA Wide	
	Management Improvements	54,720	Management Improvements	54,720
	Administration	54,720	Administration	54,720
	Operations	109,440	Operations	109,440
	Architectural & Engineering	15,000	Architectural & Engineering	15,000
	Office/Computer Equipment Replacement	5,000	Office/Computer Equipment Replacement	5,000
	Maintenance Equipment	10,000	Maintenance Equipment	10,000
	Re-Location Cost	10,000	Re-Location Cost	10,000
	Admin Leasehold Improvements	10,000	Admin Leasehold Improvements	10,000
	Subtotal of Estimated Cost	\$ 268,880	Subtotal of Estimated Cost	\$ 268,880

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY 2011	Work Statement for Year: <u>4</u> FFY : 2014		Work Statement for Year: <u>5</u> FFY : 2015	
	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	HA Wide		HA Wide	
	Management Improvements	54,720	Management Improvements	54,720
	Administration	54,720	Administration	54,720
	Operations	109,440	Operations	109,440
	Architectural & Engineering	15,000	Architectural & Engineering	15,000
	Office/Computer Equipment Replacement	5,000	Office/Computer Equipment Replacement	5,000
	Maintenance Equipment	10,000	Maintenance Equipment	10,000
	Re-Location Cost	10,000	Re-Location Cost	10,000
	Admin Leasehold Improvements	10,000	Admin Leasehold Improvements	10,000
	Subtotal of Estimated Cost	\$ 268,880	Subtotal of Estimated Cost	\$ 268,880

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

The DMMHA gathered statistics from the 2000 Comprehensive Housing Affordability Strategy (CHAS) "Housing Problems Output", US Census Bureau, American Fact Finder 2009 American Community Survey 1-Year Estimates, the City of Des Moines Consolidated Plan, the 41<sup>st</sup> Annual Metro Des Moines Apartment Survey, and the 2011 National Low Income Housing Coalition Out of Reach Report to assess this element.

After analyzing the above sources, the DMMHA has found that the main barrier that renters encounter in our jurisdiction of Polk County, Iowa is the affordability of rental units. Regardless of age, race, ethnicity or disability, 29,988 renters in the jurisdiction have incomes of less than 80% of the area median income (AMI). Of those, 9,336 have incomes of less than 30% of AMI. The 2011 AMI for Des Moines MSA is \$74,500.

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

According to the Comprehensive Housing Affordability Strategy (CHAS) special tabulation of the 2000 Census, approximately 43% of Des Moines households who had an income of 0-80% of the HUD area Median Family Income were paying more than 30% of their income on housing costs and 19% were paying more than 50% which is considered a severe housing cost burden.

According to the 41st Annual Metro Des Moines Apartment Survey prepared by Commercial Appraisers of Iowa, Inc. in January of 2011, the average rents by unit type for Greater Des Moines were: Efficiency - \$536, 1 bedroom - \$628, 2 bedrooms - \$711, and 3 bedrooms - \$938. The current HUD Fair Market Rents as of October 1, 2011 are: Efficiency - \$502, 1 bedroom - \$599, 2 bedrooms - \$731, 3 bedrooms - \$936 and 4 bedrooms - \$1,043. The average contract rents approved for participants in the Section 8 Program through our Agency are: Efficiency - \$550, 1 bedroom - \$520, 2 bedrooms - \$642, 3 bedrooms - \$786, and 4 bedrooms - \$855.

According to the 2011 Out of Reach Report prepared by the National Low Income Housing Coalition (NLIHC), in Polk County, a minimum wage worker earns an hourly wage of \$7.25 per hour. In order to afford the Fair Market Rent for a two-bedroom apartment, a minimum wage earner must work 78 hours per week, 52 weeks per year. Or a household must include 2 minimum wage earners working 40 hours per week year-round in order to make the two-bedroom Fair Market Rent affordable.

The DMMHA participates in the Polk County Housing Continuum (PCHC), a collaboration of several housing and social service providers in the community that works to identify and address various needs of families in our community, including affordable housing issues. The Continuum began gathering data from each participating Agency in 2007 in an effort to obtain an overall view of the needs of the community and ways of addressing those needs. One of the goals of the PCHC is to increase the number of affordable housing units and housing subsidies. The PCHC has identified that Polk County faces an ongoing affordable

housing challenge as the demand for affordable housing continues to greatly outweigh the supply of units available for all households. Contributing factors identified were a shortage in the supply of affordable units due to deterioration, units aging out of funding programs, changes in federal housing program guidelines and layering of existing subsidies required to bring new affordable units on line.

An analysis of our Agency's waiting list found that the main barriers are not only the affordability of rental units but the lack of subsidized housing that would make units affordable. Opportunities to apply for affordable units are limited and the wait times for units with rental assistance are extremely long.

The DMMHA maintains waiting lists of eligible applicants for its Section 8 and Public Housing Programs. The Public Housing waiting list for efficiency, one and two bedroom units is open at all times. The Section 8 waiting list was previously open for a two week period of time approximately once every 18 months. During those two week periods of time the Agency received an average of 3,200 applications for the Section 8 Program. The Section 8 waiting list was last opened from June 13 – June 24, 2011. During that two week period the DMMHA received 4,656 applications. We do not anticipate opening the Section 8 waiting list again for approximately three to four years. Average turnover for the Section 8 waiting list was 1,328 from 7/1/10 – 6/30/11. The waiting list for the Public Housing Program is open and averaged around 700 applicants throughout the past fiscal year. Average turnover for the Public waiting list was 315 from 7/1/10 – 6/30/11.

The average wait time for DMMHA's Section 8 program is approximately two to four years. The average wait time for DMMHA's Public Housing program for a family that does not qualify for a one bedroom is over two years. The DMMHA maintains a referral listing of other subsidized housing opportunities in the area, which is provided to all families and individuals inquiring about rental assistance. The wait times for these housing providers vary dependent on availability.

Average turnover for participants in the Section 8 Program is 38 families per month. Average turnover for participants in the Public Housing Program is 4 families per month.

The DMMHA uses the City of Des Moines web-site for additional outreach and monitoring of the waiting lists. Applicants are able to obtain information regarding their position on the waiting list through the web-site as well. Applications for the Public housing Program are available at our Administrative offices, at local service provider agencies and available through the City of Des Moines web-site. The DMMHA sends flyers and notices to local service providers whenever there are available units and each time the Section 8 waiting list is open for applicants to apply.

According to the US Census Bureau, American Fact Finder "2009 American Community Survey 1-Year Estimates" for Polk County, Iowa there are 7465 families with disabilities in the rental market with incomes of less than 80% of AMI.

The DMMHA includes a listing of properties with accessible units in the briefing packet given to applicants at the time they receive their voucher. The DMMHA also has 26 units in its Public Housing Program that are 504 accessible units.



To identify and address the needs of individuals with Limited English Proficiency (LEP), the DMMHA conducted the four factor analysis recommended by Housing and Urban Development to determine which LEP groups should be addressed to ensure meaningful access to our programs and activities. This analysis, based on data received from the US Census American Community Survey for Polk County, Iowa, showed that the number of Spanish speaking people in the DMMHA jurisdiction was 5.8% with 2.6% that speak English “less than very well”. HUD’s recommended guideline for considering translating documents into another language is 5.0% of the population served by the Agency.

The DMMHA works closely with local language interpretation service providers to ensure program access and understanding by the special populations. The DMMHA has also implemented the Language Line Interpretation service to aid in communications with persons with Limited English Proficiency. As a result of the above analysis, the DMMHA is translating documents for printed material as funds are available and is monitoring HUD’s web-site for translated documents.

**9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year.**

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

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

Since 1992, the City of Des Moines, Municipal Housing Agency has sold single family homes owned by the agency to income eligible buyers under the 5h Homeownership Program. The homes being sold are located throughout the City of Des Moines and were once rented as Public Housing. The 5h Homeownership Program is available to the public; single persons or families. The purchaser must have an annual income of at least \$20,000 per year and cannot exceed 80% of area median income. Interested buyers must fill out an application, obtain loan pre-approval from a DMMHA approved lender, and go through a screening process (rental history, criminal history check, etc.). Once a home is selected for purchase, DMMHA completes a rehab of the home. A licensed real estate appraiser appraises the home for its current market value. DMMHA sells the home to the eligible buyer for 2/3 the appraised value. A 2<sup>nd</sup> mortgage is filed against the property for the other 1/3 value. When the buyer has lived in the home for 7 years, the DMMHA office will remove the 1/3 lien. Currently there are 12 vacant units and 14 occupied units available for sale under this program.

The City of Des Moines Municipal received HUD approval to implement a Section 8 Housing Choice Voucher Homeownership Program in July 2010 with the approval of the Agency Plan. Contingent on sufficient HUD funding, the DMMHA will allow up to 10 (ten) homeownership vouchers to be utilized for the Housing Choice Voucher Homeownership Program. The Housing Choice Voucher Homeownership Program is limited to Family Self Sufficiency participants.

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

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

The DMMHA assists families with disabilities by carrying out modifications needed in Public Housing based on the Section 504 needs assessment for Public Housing. The DMMHA affirmatively markets to local non-profit agencies that assist families with

disabilities. The DMMHA also provides a list of accessible rental housing units in the briefing packets in the event that a voucher holder is in need of accessible housing.

The DMMHA applied for and was awarded 53 Designated Housing Vouchers in July of 2009 that are specifically designated for use by non-elderly disabled families. The DMMHA will continue to apply for special-purpose vouchers targeted to families with disabilities, should they become available.

The DMMHA offers the Shared Housing Program to assist renters with special needs in being able to rent units in homes where services are provided on a daily, and sometimes 24 hour, basis in order to address their needs. The DMMHA also offers the Congregate Housing program to assist elderly disabled individuals in locating affordable units to meet their needs.

The DMMHA applied for and was awarded 120 special-purpose Housing Choice Vouchers through a program called the Veterans Administrative Supportive Housing Program (VASH) to assist Veterans in being able to rent affordable units and receive one-on-one case management through the Department of Veterans affairs. The DMMHA will continue to apply for additional VASH vouchers, should they become available.

The DMMHA has applied for and received funding for 100 Family Unification Program vouchers which will assist families who are separated from their children because of homelessness or inadequate housing and for individuals age 18 through 21 transitioning from foster care.

The DMMHA implemented a Project Based Voucher Program in 2011. The 50 project based vouchers were awarded to two developers. The DMMHA intends on exploring the expansion of the number of project based voucher in the upcoming year.

The DMMHA will continue to apply for additional Section 8 Vouchers should they become available.

The DMMHA also has Replacement Housing Factor (RHF) funding which is a public housing development fund from U.S. Department of Housing and Urban Development (HUD) due to the sale of the Des Moines Municipal Housing Agency (DMMHA) scattered site housing units. These funds can only be used to develop or acquire new public housing units or the funding must be returned to HUD.

The DMMHA is in the process of dedicating these Replacement Housing Factor (RHF) funds for the purpose of developing supportive housing units which will be rented in the Agency's Public Housing rental assistance program. The intent of current development proposal is to inventory the remaining Agency owned property (disposition and 5h units) with the intent to demolish the most blighted properties and then construct new single family homes with three (3) to five (5) bedrooms, one (1) to one and a half (1 ½) baths, unfinished basement and/or a single car garage with a goal of LEED certification.

The DMMHA assists in landlord outreach for the Section 8 Program by using the GoSection8.com web-site. Landlords/Owners using the GoSection8.com system can list vacant properties at no cost. This feature also enables potential tenants to search for vacant

units in their bedroom size and price range through a free QuickMatch Rental Locator Service. The properties landlords enter into the system will be automatically added to this Agency's bedroom size listings, creating additional exposure for vacant units. The DMMHA is also a member of the Iowa Landlord Association and gives presentations at landlord meetings and the Iowa Realtor's Association upon request.

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

In the event that the waiting list for any program falls below "safe" levels (the Agency will be able to assist each family within one year), the Agency conducts outreach by advertisements in local Shoppers, the Des Moines Register and will use the established outreach mailing (both U.S. Postal Service and electronic mail) list including suburban area service providers. The waiting list for the Public Housing Program is currently open at all times. The Section 8 waiting list was last opened from June 13 – June 24, 2011. During that two week period the DMMHA received 4,656 applications. We do not anticipate opening the Section 8 waiting list again for approximately three to four years. The Section 8 Waiting list for applicants eligible for the Family Unification Program only is open at this time.

The DMMHA is in the process of converting some of its larger single family homes back into the inventory for the Public Housing Program. As a result, marketing efforts for the Public Housing Program will be targeted for both the manors (elderly and mixed population) and also for the larger single family homes.

Brochures or flyers are available to describe DMMHA's Section 8 and Public Housing Programs. Copies of such brochures or flyers are sent to community centers and service providers which primarily serve low-income neighborhoods. Agency staff participates in the Collaboration for Family Self-Sufficiency, Polk County Housing Continuum, and several other community agencies. Staff regularly makes presentations and distributes program information, all of which provide access to low-income families through service providers. The DMMHA also markets the Public Housing Program through the Affordable Housing Search web-site and the Iowa Finance Authority web-site.

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

## Moving to Work Program

In an effort to expand housing choices for low-income families, to give incentives to families with children where the heads of household are either working, seeking work or are participating in job training, education or other programs that assist in obtaining employment and becoming economically self-sufficient and to reduce cost and achieve greater cost effectiveness in federal expenditures, Des Moines Municipal Housing Agency may create a Moving to Work program and apply to the U.S. Department of Housing & Urban Development for approval to implement a Moving to Work Program.

The Moving to Work Program offers DMMHA the opportunity to design and test innovative, locally-designed housing and self-sufficiency strategies for low-income families by allowing exemptions from existing public housing and tenant based Housing Choice Voucher rules and permitting DMMHA to combine operating, capital and tenant-based assistance funds into a single agency-wide funding source, as approved by HUD.

**STATEMENT OF PROGRESS  
FIVE YEAR PLAN MISSION AND GOALS  
2012 Agency Plan**

Des Moines Municipal Housing Agency (DMMHA) mission is to:

*Provide quality affordable housing opportunities within Des Moines and Polk County, and to facilitate, where possible, home ownership and self-sufficiency for its customers.*

This is accomplished through the evaluation of all programs, grants, policies and procedures to identify all available financial resources and modify, if necessary, all aspects of program and grant development and implementation.

The Agency has identified the following Goals:

- I. Manage DMMHA's Programs in an efficient and effective manner
- II. Development of Affordable Housing
- III. Increase Assisted Housing Choices
- IV. Promote Self-Sufficiency
- V. Serve the needs of Child and Adult Victims of Domestic Violence, Dating Violence, Sexual Assault or Stalking

In order to meet the above established goals, the DMMHA is working with other community housing and service providers to develop new housing programs and enhance current services to our clients. We actively work with the Polk County Housing Continuum (PCHC); Homeless Coordinating Council (HCC); the City of Des Moines' Community Development Department; and with local developers who will be submitting tax credit applications for the development of affordable housing. As a part of the City of Des Moines reorganization the City's Community Action Agency has come under the Housing Services Department. Adding this Division to our Agency shall enable a better cooperation and collaboration between the two Divisions (Des Moines Municipal Housing Agency and Des Moines Community Action Agency) to better serve low income residents in Des Moines and Polk County.

**I. Manage DMMHA's Program in an efficient and effective manner:**

The Des Moines Municipal Housing Agency (DMMHA) is actively pursuing various options to both decrease expenses and increase revenues. Some examples of these changes that occurred this past year include a department reorganization resulting in the elimination of one administrative position and restructuring administrative workloads to combine like services under one division manager. The Agency also reduced our lease space (size and costs) for centralized maintenance storage, new lease agreement for copiers, printers and faxes. Regarding diversifying revenues, the DMMHA is receiving payments from the City of Des Moines' Community Action Agency (CAA) for administrative office support and receiving a pro-rated portion of the Director's salary. Additionally, the Agency is researching the cost/benefits of establishing a corporate campus whereby we would be the landlord and majority user of the owned space, but would also provide opportunities for others to lease additional space. New program

software has been purchased and will be implemented within the next year which should result in greater efficiencies and cost savings.

The Section 8 Management Assessment program (SEMAP) and the Public Housing Assessment System (PHAS) have reflected considerable improvements. Des Moines Municipal Housing Agency was designated as a High Performer for the last eight fiscal years for the Section 8 program. Des Moines Municipal Housing Agency has received a score of 84-89 for the last eight years for the Public Housing Program receiving designations of High Performer for two years and Standard Performer for the other six years. Des Moines Municipal Housing Agency is monitoring activity on a quarterly basis and has incorporated the standards established by the U.S. Department of Housing & Urban Development into employee performance evaluations.

In regards to operations, division management staff has worked to streamline and reduce procedural issues to increase the efficiency within their respective area of operations. This includes the Agency transitioning from DMMHA model leases to using Landlord Leases thereby reducing internal paperwork work and increasing efficiency. DMMHA has also revised the lease agreement for the Public Housing program. Additionally, the DMMHA is actively reviewing its policies and procedures to maximize revenues and staff efficiencies, implementing new program software and exploring opportunities to go paperless.

This past year, the Des Moines City Council amended Chapter 90 of the City Code which governs the Des Moines Municipal Housing Agency as a part of the City's Housing Services Department. The Board is being expanded to twelve (12) members in a tripartite format with 1/3 of the members being low-income residents (Public Housing, Section 8 and Community Action) in addition to one member being appointed by the Mayor from the Polk County Housing Continuum and Neighborhood Revitalization Board. The remaining seven (7) members are appointed by the Des Moines City Council and shall be providers of low-income services concerned with one of the following functions: financial support; homeownership counseling; provision of rental units to low-income residents; tenant advocacy; and supportive or educational services.

## **II. Development of Affordable Housing:**

Des Moines Municipal Housing Agency has continued activity in the Public Housing 5h Homeownership program. Since its inception, the DMMHA has sold 81 homes through this program. Applications and program materials are being printed in Spanish to increase outreach to this targeted population. The DMMHA received HUD approval to remove/reduce financial barriers and will work to establish more options for home ownership for low income families through collaborative partnerships and funds from the proceeds from the sale of Public Housing units (Affordable Housing Development Fund).

Des Moines Municipal Housing Agency received approval from HUD on January 25, 2008, to extend the Designated Housing plan for an additional 2 years. The plan allows four of the five Public Housing manors to be rented to elderly only. The Agency will request another 2-year extension in December 2011. The residents and surrounding neighbors have supportive this designation and staff shall evaluate the viability of maintaining the Designated Housing plan into the future through a reconfiguration of

maintaining the total number of public housing units while exploring opportunities to de-concentrate large Public Housing owned units.

The DMMHA is working to finalize development of ten (10) single family homes through Replacement Housing Factor (RHF) Development Funds from HUD. These units through an approved disposition/demolition will be located on existing land owned by the Agency. Additionally, the Agency is renovating five (5) homes within its 5h program and will request to return those units to another Amp to add to the Public Housing inventory. Future RHF funding will be used to either develop or acquire additional Public Housing units to diversify the Agency's inventory to meet the various housing needs within the community.

The DMMHA shall also work to convert our existing 5h program into HUD's Section 32 program guidelines in an effort to provide multiple home ownership opportunities to low-income families.

### **III. Increase Assisted Housing Choices:**

Des Moines Municipal Housing Agency is actively working to maintain our lease-up rates in the Section 8 program between 98% and 102%; and Public Housing between 98% and 100%. At the end of fiscal year 2011, the Section 8 program was utilizing 102% of the funding, while leasing 92% of our vouchers. The Public Housing program at the end of fiscal year 2011 was at 92% occupancy. The Public Housing program continues to be focused on the leasing of vacant units. Internal procedures and processes will continue to be monitored, reviewed and revised to increase turn-around times.

In March 2008, DMMHA applied for and received funding for the Veterans Affairs Supportive Housing program (VASH). The HUD-VASH program combines HUD housing vouchers for homeless veterans with case management and clinical services provided by the Veterans Affairs (VA). The VA will provide ongoing case management, health and other supportive services to all participants. The VA will refer all eligible HUD-VASH families to DMMHA. DMMHA initially received 35 housing vouchers for this program. Additionally, DMMHA received an additional 35 vouchers, another 25 vouchers and an additional 25 vouchers bringing this program up to 120 housing vouchers available for homeless veterans.

In September 2010, the DMMHA received official notice that it was awarded 100 Family Unification Program Vouchers (FUP). This effort, in cooperation with the Department of Human Services, provides rental assistance to family's facing separation due to housing issues and also supports youth exiting the foster care system between the ages of 18 and 21 years of age.

The Agency issued and awarded 50 Project Based Vouchers from a Request For Proposals (RFP) process to provide for project based vouchers for permanent supportive housing opportunities within Des Moines/Polk County. This initiative is designed to provide for a gap in the housing continuum which has been identified as a need from the Homeless Coordinating Council (a joint Des Moines City Council and Polk County Board of Supervisors task force) to aid in transiting individuals from shelter care services



to permanent supportive housing. Contracts have been entered into with the YMCA of Greater Des Moines (12 vouchers) and Central Iowa Shelter & Services (38 vouchers).

Through a disposition plan for the scattered-site Public Housing units, Des Moines Municipal Housing Agency has increased the Section 8 Voucher allocations by 394 vouchers and will use the public housing sale proceeds to invest in physical improvements in its remaining housing stock and create more affordable housing. The Des Moines Municipal Housing Agency has sold 350 public housing units from its approved disposition application and continues to work with nonprofits on negotiated sales to continue the use of these properties as affordable housing. Since 2005, Des Moines Municipal Housing Agency has utilized \$4.1 million from the sale of Public Housing units to make needed capital repair improvements to its remaining Public Housing inventory. Des Moines Municipal Housing Agency is also vetting the program uses for the remaining funds from the sale of Public Housing units entitled Affordable Housing Development Fund. Some of these funds have been approved to provide down payment and closing cost assistance to exiting clients of DMMHA through its homeownership initiatives.

#### **IV. Promote Self-Sufficiency:**

The Family Self-sufficiency program has two program coordinators funded from grants from HUD. The FSS program coordinators have worked closely with Homeownership staff to assist with obtaining credit reports for FSS participants and to provide educational opportunities and workshops. The DMMHA is focusing additional resources towards self-sufficiency programs and services by hiring a new FSS/Home Ownership Supervisor position. This position provides the administrative oversight of the current FSS program, improve local networking relationships, seek and apply for grants and provide case management for the Agency's S8 Home Ownership program initiative. Additionally, in 2011, the DMMHA received a Resident Opportunity Self-Sufficiency (ROSS) grant to fund a three-year Family Self-sufficiency position to work exclusively with the Agency's non-elderly Public Housing clients.

Des Moines Municipal Housing Agency has worked with local service providers to develop a Section 8 Homeownership plan (noted above) to act as an additional incentive for our Family Self-sufficiency program participants. Des Moines Municipal Housing Agency has designated ten (10) Housing Choice Vouchers for utilization in the Section 8 Housing Choice Voucher Homeownership Program.

The RISE Center (Reaching It Successfully Every time) a computer lab was designed and opened in the Royal View Manor building for use by the Agency's FSS participants and tenants of that building which is supported by volunteers. DMMHA is also working on providing internet access at the remaining manors for tenant access.

#### **V. Serve the needs of Child and Adult Victims of Domestic Violence, Dating Violence, Sexual Assault or Stalking:**

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

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

**Criteria for Substantial Deviations and Significant Amendments: - 2012**

**Substantial Deviation from the 5 year plan:**

Creation of new program activities not contained in the current goals or elimination of goals unless mandated by the Department of Housing and Urban Development, that have a fiscal impact of greater than ten percent (10%) of the respective program budget or major revisions to an existing plan or program.

**Significant Amendment or Modification to the Annual Plan:**

Changes to rent or admission policies or organization of waiting lists that would have a negative impact to existing clients or waiting list participants; deletions of dwelling structure work items under the Capital Fund that will not be funded from another source or change in use of replacement reserve funds in excess of \$250,000 that are not mandated by the Department of Housing and Urban Development.

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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_\_\_ 5-Year and/or  Annual PHA Plan for the PHA fiscal year beginning 7/1/2012, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

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

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

City of Des Moines Municipal Housing Agency

IA020


PHA Name

PHA Number/HA Code

\_\_\_\_\_ 5-Year PHA Plan for Fiscal Years 20\_\_\_\_ - 20\_\_\_\_\_

XXXX Annual PHA Plan for Fiscal Years 20<sup>12</sup> - 20<sup>13</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 T.M. Franklin Cownie	Title Board Chair
Signature 	Date APR 9 2012

**Civil Rights Certification**

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

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

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

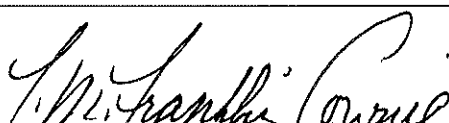
The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further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

City of Des Moines Municipal Housing Agency

IA020

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

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

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	
Name of Authorized Official	T.M. Franklin Cownie
Title	Board Chair
Signature	
Date	APR 9 2012

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

City of Des Moines Municipal Housing Agency

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Name of Authorized Official

Douglas C. Romig

Title

Housing Services Director

Signature

X

Date

4/10/12

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

City of Des Moines Municipal Housing Agency

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

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

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

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

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

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

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

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

Name of Authorized Official

Douglas C. Romig

Title

Housing Services Director

Signature

Date (mm/dd/yyyy)

4/10/12

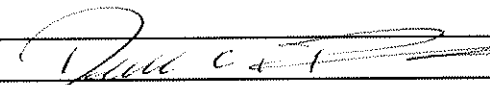


## DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB  
0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: #3 of Iowa	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  N/A  Congressional District, if known:	
<b>6. Federal Department/Agency:</b> Department of Housing & Urban Development	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: N/A	
<b>8. Federal Action Number, if known:</b> N/A	<b>9. Award Amount, if known:</b> \$ N/A	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>  N/A	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>  N/A	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: <u>Douglas C. Romig</u> Title: <u>Housing Services Director</u> Telephone No.: <u>515-323-8987</u> Date: <u>4/10/12</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)



February 24, 2012

To: U.S. Department of Housing and Urban Development


From: Douglas C. Romig  
Des Moines Municipal Housing Agency Director

**Re: Disclosure of Lobbying Activities**

This communication is to inform you that I will be applying with the State of Iowa as a registered Lobbyist. This registration is in relation to my position within the City of Des Moines as the Community Action Agency Director and my voluntary Iowa Park and Recreation Board (IPRA) Board position as the Legislative Chair. My primary function for the City is to support Community Action Agency initiatives and negative impacts to low-income families that we serve. Regarding my IPRA position I provide member agencies communications related to pending legislation that could impact the park and recreation departments throughout the State of Iowa.

In no way will this registration, to my knowledge have any direct or indirect impact to my current position as the Director of the Des Moines Municipal Housing Agency, but felt that it warranted bringing this to your attention.

Sincerely,



Douglas C. Romig  
Housing Services Director

# Lobbyist Information

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## 2012 Session

**Lobbyist** Douglas Romig **User ID:**dcromig  
**Address** **Street:**100 E. Euclid  
**City:** Des Moines **State:**IA **Zip Code** 50313  
**Phone** 515-323-8987  
**Cell Phone** 515-202-8128  
**Date** January 4, 2012 (date last validated)  
**Email** dcromig@dmgov.org  
**Preferred method of Contact:**  Phone  Cell Phone  Email

I do not represent the Governor's Office  
 I will not lobby the Executive Branch

### Clients

City of Des Moines  
 IA. Community Action Assn.

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## **Comments Received from Resident Advisory Board**

### **Agency Plan 2012**

**These comments were considered and no changes were made to the Plan or policies.**

#### **October 19, 2011**

##### **Agency Plan Comments – Resident Advisory Board (RAB) Sub-committee**

#### **Housing Needs:**

John Warrington – “Do they have to prove their eligibility to be in the states, Spanish speaking families?”

#### **Addressing Housing Needs:**

Ernestine Judkins – “If you submit in excess of \$250,000 then you have to wait for HUD approval? Everything would be on hold until HUD approves it?”

#### **VAWA:**

Ernestine Judkins – “Are flyers sent out annually or how do they get updated?”

John Warrington – “If a Section 8 family has a break up do they lose their voucher? Does one keep the voucher and the other person move out?”

#### **Designation of PH for Occupancy by Elderly Families:**

John Warrington – “In other words if you wanted to get another 30 unit building you would have to get one more 30 unit building, to balance it out?”

#### **November 16, 2011**

##### **Agency Plan Comments – Resident Advisory Board (RAB) Sub-committee**

#### **Policies Governing Eligibility, Selection & Admissions (S8)—Marcy:**

John Warrington—RAB-Section 8: “When did you begin the vouchers for the YMCA?”

**Community Service & Self-Sufficiency—Patty:**

John Warrington— RAB-Section 8: “Were these the ones that were going to be disposed of?”

**Homeownership (Public Housing)—Patty:**

John Warrington— RAB-Section 8: “Do you have to have \$20,000 for both of them?”

**December 21, 2011**

Agency Plan Comments – **Resident Advisory Board (RAB) Sub-committee**

**No Comments**

**January 18, 2012**

Agency Plan Comments – **Resident Advisory Board (RAB) Sub-committee**

**No Comments**