

<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 8/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Michigan State Housing Development Authority</u> PHA Code: <u>MI-901</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>July 1, 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>None</u> Number of HCV units: <u>24,781</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 <table border="1"> <thead> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </tbody> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
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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. Not applicable. Next 5-Year Plan due in FY 2014/15.												
<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:  MSHDA's Mission statement adopted in 2011: The Michigan State Housing Development Authority provides financial and technical assistance through public and private partnerships to create and preserve decent, affordable housing for low and moderate income Michigan residents; and, to engage in community economic development activities to revitalize urban and rural communities.												
<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.  Not applicable. Next 5-Year Plan due in FY 2014/15.												

**PHA Plan Update**

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

Section 8 Administrative Plan has been updated and is scheduled to be discussed/approved at the January 2012 MSHDA Board Meeting.

MSHDA anticipates implementing a web-based application process in January 2012 in all 83 counties.

Applicants who are placed on the HCV waiting list will have the following order of selection priority (preference):

a) homeless persons who live or work in the county of application; and, b) applicant who lives or works in the county of application that is not homeless.

MSHDA will continue use of a needs-based Allocation Plan for HCV Vouchers to direct new and other available vouchers due to turnover or end of participation by tenants to communities that have a higher incidence of households under the federal poverty level and/or experiencing homelessness. Vouchers will be filled by following this allocation plan in all 83 counties.

MSHDA did not receive a Family Unification Program (FUP) Funding Award for youth aging out of foster care in 2011. If a NOFA is announced, MSHDA will apply for this program and implement it in FY 2012-13 if MSHDA is awarded funding.

MSHDA did not receive a Non-Elderly Disabled Voucher Program funding award in FY 2011-12. If a NOFA is announced, MSHDA will apply for and implement this program in FY 2012-13 if MSHDA is awarded funding. MSHDA will continue to partner with the Michigan Department of Community Health (MDCH) to identify non-elderly disabled and homeless persons transitioning out of nursing homes to be placed on a county waiting list and MDCH will be responsible for providing supportive services to these individuals/families.

Please also see Attachment A to MSHDA FY 2012-13 PHA Plan for more information on the PHA Plan Elements.

**(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.**

Copies of the Plan are available at MSHDA offices located at

- 735 E. Michigan Avenue, Lansing, Michigan 48912;
- 3028 West Grand Boulevard, Suite 4-600, Detroit, MI 48202
- MSHDA website – [www.michigan.gov/mshda](http://www.michigan.gov/mshda).
- See Attachment to FY 2012-13 PHA Plan for a list of PHA Plan elements supporting documents.  
Contact person: Jackie Blankenship at 517-373-1886 or [blankenshipj@michigan.gov](mailto:blankenshipj@michigan.gov)

6.0

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

MSHDA has no Hope VI units and no public housing – therefore there is no Mixed Finance Modernization or Development, Demolition and/or Disposition; nor conversion of public housing units to report.

**Homeownership:**

The PHA (MSHDA) will continue administering its Section 8 Homeownership program entitled *Key to Own* Homeownership Program which has been operating since March 2004. Since the program's inception in March 2004, 275 MSHDA HCV participants have become homeowners.

In addition to HUD established eligibility criteria for a Section 8(y) Homeownership Program, MSHDA has established the following additional criteria for participation in the *Key to Own* Program:

- 1) is available to all tenants who have been on the MSHDA HCV program in good standing for at least one year;
- 2) are enrolled and actively participating in the Family Self- Sufficiency Program and free of cash welfare (except elderly or disabled persons); and,
- 3) have been employed continuously full-time for the past year earning \$15,000 (except elderly or disabled).

There is no maximum number of participants on the MSHDA *Key to Own* Program. At this time MSHDA has 801 participants in the *Key to Own* Program.

MSHDA has the capacity to administer a Section 8 Homeownership Program. It contracts with individuals and non-profits to provide pre-purchase counseling and training. MSHDA staff and partnering contracted individuals and non-profits continue to promote homeownership through the Family Self-Sufficiency Program. A minimum homeowner down payment requirement of at least three percent of purchase price and requiring that at least one percent of the purchase price comes from the family's resources has been established. MSHDA further requires that financing for purchase of a home under its Section 8 homeownership program will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

7.0

	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers - continued</b></p> <p><b>Project-Based Vouchers:</b>  MSHDA will continue its Project- Based Voucher program utilizing up to 20% of its HCV allocation for this program and will continue to accept applications for persons who wish to participate in the Project-Based Voucher program. MSHDA will continue to target the following populations with project-based vouchers: special needs, homeless, chronically homeless, homeless youth, and domestic violence survivors.</p> <p>Project-Based Vouchers are being used as one strategy in the PHA's goal to reduce homelessness and to increase MSHDA's ability to serve supportive housing populations (homeless, chronically homeless, homeless youth, special needs, domestic violence survivors) as well as support longevity and availability of assisted housing to low income populations over the long term. MSHDA may also award project-based vouchers in partnership with other PHAs within the State of Michigan. Project-based vouchers may be awarded in both rural and metropolitan areas within the State of Michigan.</p> <p>To be eligible for project-based vouchers, all potential projects must have been selected for development via a competitive process through MSHDA such as Low Income Housing Tax Credits, TCAP, 1602, MSHDA Funds, or HOME. Selected projects must also meet MSHDA Division of Rental Development underwriting criteria. MSHDA will continue to administer the housing choice vouchers already identified as Project-Based Vouchers in its portfolio.</p> <p>As stated in previous PHA Plans, MSHDA added an additional admission preference for the elderly, homeless youth aging out of foster care, and U.S. Veterans in specified Project-Based Voucher developments. In addition, persons being placed in PBV designated developments must meet all of the specified MSHDA PBV selection criteria for the development such as homeless, chronically homeless, special needs, homeless youth, or domestic violence survivors.</p> <p>As stated in the FY 2008-09 and subsequent PHA Plans, in accordance with Project-Based Voucher regulations (24 CFR 983), MSHDA may award up to 35 Project-Based Vouchers specifically dedicated to the Hamtramck R-31 Project in the City of Hamtramck, Michigan. At the City of Hamtramck's request, these 35 units are located within the boundaries of the City of Hamtramck, Michigan in order to assist the City to become fully compliant with an order of the Federal Court (Sarah Sims Garret et al v. City of Hamtramck et al, Case #32004). The waiting list for persons to be served by this project will be restricted to those parties and heirs specifically covered by the court order. After all the initially stipulated plaintiff class of persons have been assisted under the Housing Choice Voucher Project-Based Voucher program, the waiting list will be opened to interested families in Wayne County that meet the eligibility criteria, meet supportive housing population requirements and have been referred from a designated lead agency.</p> <p>The PHA expanded county residency requirements for Project-Based Voucher developments only to allow residents of any county within Michigan to be considered a resident for admission eligibility for that development if the applicant receives a Verification of Eligibility from the Lead Agency/Service Provider who is providing supportive services to the Development.</p> <p>See Exhibit B identifying the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts) for project-based vouchers that have already been awarded and have a current HAP Contract.</p> <p>After proposed federal legislation is passed and authorization to proceed is finalized, MSHDA will implement a process for participating in a U.S. T-HUD Rental Assistance Demonstration Project which would convert tenant based RAP and Rent Supplement Assistance in HUD 236 properties to Project-Based Vouchers.</p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.  Not applicable, MSHDA has no public housing units.</p>
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.  Not applicable. MSHDA does not have CFP grant or CFFP financing.</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.</p> <p>MSHDA has no public housing. Capital Fund Program reporting not applicable.</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> <p>Not applicable.</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.</p> <p style="text-align: center;"><b>Housing Needs of Families on the PHA's Waiting Lists</b></p> <p>Waiting list type: (select one)  <input checked="" type="checkbox"/> Section 8 tenant-based assistance  <input type="checkbox"/> Public Housing  <input type="checkbox"/> Combined Section 8 and Public Housing  <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)          If used, identify which development/sub-jurisdiction:</p> <table border="1" data-bbox="232 646 1513 1171"> <thead> <tr> <th></th> <th># of families</th> <th>% of total families</th> <th>Annual Turnover</th> </tr> </thead> <tbody> <tr> <td>Waiting list total</td> <td>52,595</td> <td></td> <td></td> </tr> <tr> <td>Extremely low income &lt;=30% AMI</td> <td>49,373</td> <td>93.87</td> <td></td> </tr> <tr> <td>Very low income (&gt;30% but &lt;=50% AMI)</td> <td>3,101</td> <td>5.90</td> <td></td> </tr> <tr> <td>Low income (&gt;50% but &lt;80% AMI)</td> <td>120</td> <td>.23</td> <td></td> </tr> <tr> <td>Families with children</td> <td>2,237</td> <td>4.25</td> <td></td> </tr> <tr> <td>Elderly families</td> <td>800</td> <td>1.52</td> <td></td> </tr> <tr> <td>Families with Disabilities</td> <td>2,575</td> <td>4.90</td> <td></td> </tr> <tr> <td>Race/ethnicity - American Indian</td> <td>664</td> <td>1.26</td> <td></td> </tr> <tr> <td>Race/ethnicity - Asian</td> <td>111</td> <td>.21</td> <td></td> </tr> <tr> <td>Race/ethnicity - Black</td> <td>26,556</td> <td>50.49</td> <td></td> </tr> <tr> <td>Race/ethnicity- Native Hawaiian/Other Islander</td> <td>53</td> <td>.10</td> <td></td> </tr> <tr> <td>Race/ethnicity - White</td> <td>20,085</td> <td>38.19</td> <td></td> </tr> <tr> <td>Hispanic</td> <td>1,567</td> <td>2.98</td> <td></td> </tr> <tr> <td>Non-Hispanic</td> <td>46,709</td> <td>88.81</td> <td></td> </tr> <tr> <td>Race/ethnicity - none indicated</td> <td>5,316</td> <td>10.11</td> <td></td> </tr> </tbody> </table> <p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes:          How long has it been closed (# of months)? All 83 county waiting lists were officially closed 8/1/2011.          Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes if necessary</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes for homeless, Project-Based Voucher WL; Mainstream, FUP (if awarded); NED (if awarded);</p>		# of families	% of total families	Annual Turnover	Waiting list total	52,595			Extremely low income <=30% AMI	49,373	93.87		Very low income (>30% but <=50% AMI)	3,101	5.90		Low income (>50% but <80% AMI)	120	.23		Families with children	2,237	4.25		Elderly families	800	1.52		Families with Disabilities	2,575	4.90		Race/ethnicity - American Indian	664	1.26		Race/ethnicity - Asian	111	.21		Race/ethnicity - Black	26,556	50.49		Race/ethnicity- Native Hawaiian/Other Islander	53	.10		Race/ethnicity - White	20,085	38.19		Hispanic	1,567	2.98		Non-Hispanic	46,709	88.81		Race/ethnicity - none indicated	5,316	10.11	
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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></p> <p>Not applicable. MSHDA is a Section 8 only, High Performing PHA. Next 5-Year Plan due in FY 2014-15.</p>																																																																

**Additional Information.** Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

The Michigan State Housing Development Authority continues to make progress on its stated goals described in the 5-Year Plan as evidenced by the following:

- Combined the Homeless Initiatives and Housing Voucher Program Divisions of MSHDA to better align resources within the Authority and community for better service to voucher holders and Continuum of Care bodies
- Expanded the supply of housing vouchers by applying for and receiving 125 additional VASH vouchers;
- Continuance of the Family Self-Sufficiency Program
- Continuance of the MSHDA HCV Homeownership *Key to Own* program
- Continue to allocate up to 20% of the HCV portfolio to project-based vouchers.
- Continue to partner with Continuum of Care bodies on the Campaign to End Homelessness
- Continue to partner with Homeless Assessment and Resource Agencies (HARA) to serve as a one-stop shop with a goal of rapidly re-housing people
- Continue to partner with the Michigan Department of Community Health and Nursing Home Transition teams to assist those teams in getting homeless nursing home residents back into the community with a Housing Choice Voucher. This partnership also promotes the use of Medicaid waivers with the housing choice voucher.
- Investigation of cases where there is a suspicion of non-compliance with the HCV program by participants, landlords, family members, or property owners
- Conducted its annual review of the needs-based formula for allocation of the MSHDA portfolio of Housing Choice vouchers within the State of Michigan
- Developed an on-line application process which will be implemented in 2012 to assist with creating and maintaining up-to-date waiting lists
- Completed a Memorandum of Understanding with the Michigan Department of Corrections to develop a pilot grant program for housing assistance to recently released prisoners in Wayne and Muskegon Counties.

10.0 (b) **Significant Amendment and Substantial Deviation/Modification.** Provide the PHA's definition of "significant amendment" and "substantial deviation/modification."

MSHDA defines a substantial amendment or modification from the 5-Year Plan to be a significant change in its published policies included in the Administrative or Annual Plan. The addition of new activities or programs not included in the current PHA Plan may qualify as a "Significant Amendment".

MSHDA defines a substantial deviation/modification to the PHA Plan to be a change in policy that redirects MSHDA's mission, goals or objectives, and/or an addition of new activities or programs not included in the current PHA Plan.

(c) **Memorandum of Agreements for Performance Improvement – None.**

(d) **Resident Advisory Board Comments –** No comments regarding the PHA Plan were received from participants on the Resident Advisory Board.

(e) **Statement of Consistency with Consolidated Plan -** The Consolidated Plan jurisdiction is the entire State of Michigan. MSHDA organized the consultation process and developed the Consolidated Plan for the State of Michigan. Activities to be undertaken in the Housing Choice Voucher Program administered by MSHDA are consistent with the initiatives contained in the Consolidated Plan and include the homeless preference for voucher assistance to further the Campaign to End Homelessness, the HCV Project-Based Voucher Program, the HCV Key to Own Homeownership Program, the FSS Program, and participation in the HUD Veterans Administration Supportive Housing (VASH) Program.

(f) **Affirmatively Furthering Fair Housing Statement -** Equal housing opportunity for all persons, regardless of race, color, national origin, religion, age, sex, familial status, marital status, or disability is a fundamental policy of MSHDA. MSHDA is committed to diligence in assuring equal housing opportunity and non-discrimination to all aspects of its housing financing activities. As a state created housing finance agency, MSHDA has an ethical as well as legal imperative to work aggressively to ensure that MSHDA financed programs comply fully with all state and federal fair housing laws required by Section 808(e)(5) of the Fair Housing Act.

Reasonable steps are always taken to affirmatively further fair housing in MSHDA's Housing Choice Voucher (HCV) Program.

<p><b>10.0</b></p>	<p><b>Additional Information - continued.</b></p> <p><b>(g) Public Hearing Attendance and Comments</b></p> <p>Two public hearings were conducted (one in Lansing, Michigan and another in Detroit, Michigan) to allow the opportunity of receiving verbal and written feedback. Four persons from the general public attended the two hearings. One of those individuals spoke in support of the homeless preference; the other three did not speak. Ten staff attended the two hearings.</p> <p>One written comment was received which supported MSHDA use of PBV, supported MSHDA applying for Family Unification Program if a NOFA is offered; and supported a rescission of the \$50 minimum TTP if funding allows.</p>
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<p><b>11.0</b></p>	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> <li>(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)</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li> <li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li> <li>(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.</li> <li>(g) Challenged Elements</li> <li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li> <li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li> </ul>
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

**ATTACHMENT A TO FY 2012-13 PHA PLAN**  
**MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY (MSHDA)**  
**(MI-901)**

**6.0 PHA PLAN UPDATE**

The Michigan State Housing Development Authority (MSHDA) will continue to administer the Housing Choice Voucher (HCV) program to low, very low, and extremely low income residents of the State of Michigan. Within its HCV program, MSHDA also has a Section 8 Homeownership Program, encourages participation in the Family Self-Sufficiency Program, will continue to participate in the Veterans Administration Supportive Housing (VASH) program, the Mod Rehabilitation/SRO Program, Mainstream Program, and Project-Based Voucher program.

**List of Supporting Documents**

Copies of the 5-Year and Annual PHA Plans and the following list of supporting documents are available for review by the general public at the Michigan State Housing Development Authority (MSHDA) main office located at 735 East Michigan Avenue, Lansing, Michigan 48912 or at its Detroit, Michigan office located at 3028 West Grand Boulevard, Suite 4-600, Detroit, Michigan 48202. The Annual PHA Plan is also posted on the MSHDA web site which can be accessed at [www.michigan.gov/MSHDA](http://www.michigan.gov/MSHDA) under Regulated Plans.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;	5-Year and Annual Plans
X	Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5-Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the PHA's jurisdiction(s) and any additional backup data to support statement of housing needs for families on the PHA's Section 8 tenant-based waiting lists.	5-Year and Annual Plan: Housing Needs
X	Deconcentration Income Analysis	5-Year and Annual Plan: Eligibility, Selection, and Admissions Policies



<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Section 8 Administrative Plan	5-Year and Annual Plan:
X	Section 8 rent determination (payment standard) policies and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	5-Year and Annual Plan: Rent Determination
X	Results of latest Section 8 Management Assessment System (SEMAP)	5-Yr and Annual Plan: Management and Operations
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	5-Yr and Annual Plan: Grievance Procedures
X	Policies governing any Section 8 Homeownership program (Section 8 Administrative Plan)	5-Yr and Annual Plan: Homeownership
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit

**PHA Plan Elements**

**1. Eligibility, Selection and Admissions Policies including Deconcentration and Wait List Procedures**

**Eligibility:**

MSHDA verifies eligibility for the Housing Choice Voucher program by requiring proof of social security number, proof of birth, and income using third party verification. Criminal screening for criminal and drug-related activity as required by regulation is conducted using the Michigan Department of State Police (MSP) Internet Criminal History Access Tool (ICHAT), the MSP Sex Offender Registry (SOR), the Michigan Department of Corrections Offender Tracking Information System (OTIS), and the Dru Sjodin National Sex Offender website.

**Admission Policies:**

Upon approval of this PHA Plan, MSHDA will continue to utilize the homeless preference for awarding vouchers within its Housing Choice Voucher allocation. The homeless preference allocation will be available in all 83 counties. Pulls will be made from the appropriate county waiting list based on the vacancy in that county. MSHDA has established the following order of homeless preferences for admission in the numerical order below:

1. Homeless persons who reside or work in the county
2. Applicants who reside or work in the county who are not homeless

The homeless preference eligibility will be verified at the time of placement on the waiting list and residency will be verified before receiving assistance.

Project-Based Vouchers and special programs; e.g. Mainstream, will continue to have separate waiting lists.

### **Project-Based Voucher Program Preferences**

Admission preferences for project-based vouchers are homeless, chronically homeless, homeless youth, domestic violence survivors, and special needs. All have equal weight for waiting list pull but the admission preference for the development is based on the target population served.

### **Special Program Preferences**

1. Veterans Administration Supportive Housing (VASH) Program where vouchers are awarded in partnership with VA Detroit Medical Center, Aleda E. Lutz VA Medical Center in Saginaw, and Oscar G. Johnson VA Medical Center in Iron Mountain.

Admission preference for special programs such as VASH and Mainstream, will be determined by the requirements of the special program.

### **Waiting List Procedures:**

Separate waiting lists are established for all 83 Michigan counties for Housing Choice Vouchers. At the present time, waiting lists are established using a computer-generated lottery method in large metropolitan counties when the waiting lists are opened for the HCV assistance and by date and time of application in smaller counties with continually open waiting lists. It is anticipated during the FY 2012-13 that a new on-line application process will be implemented.

There are separate waiting lists for each Project-Based Voucher development in the counties where those vouchers are assigned. Project-Based Voucher waiting lists are continually open.

VASH vouchers are awarded to households following HUD regulations and are considered a special admission based on a referral from the assigned Veterans Administration/Medical Center. Therefore, names on the waiting list for VASH vouchers are determined and managed by the Veterans Administration through its case managers assigned to Detroit Medical Center, the Aleda E. Lutz VA Medical Center in Saginaw, Oscar G. Johnson Medical Center in Iron Mountain, or other specified Veteran Administration Medical Centers through which VASH vouchers are assigned to MSHDA.

Mainstream applicant referrals are made only for the counties assigned these vouchers (Allegan, Kalamazoo, and Oakland). Mainstream voucher waiting lists are continually open.

Applicants may be on more than one waiting list within a single county; i.e., waiting list for HCV and a specific project-based voucher development.

As MSHDA has no public housing, there are no public housing site-based waiting lists.

### **Income Targeting:**

MSHDA exceeds the federal income targeting requirements by establishing the following: 85% of new admissions must have annual adjusted incomes at or below 30% Area Median Income (AMI) and up to 15% of new admissions may have annual adjusted incomes at or below 50% of AMI.

### **Deconcentration:**

There are no public housing developments covered by the deconcentration rule in the MSHDA Housing Choice Voucher program.

**2. Financial Resources**

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 20__ grants)</b>		
a) Public Housing Operating Fund	Not applicable	
b) Public Housing Capital Fund	Not applicable	
c) HOPE VI Revitalization	Not applicable	
d) HOPE VI Demolition	Not applicable	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$145,000,000*	Section 8 Eligible expenses
f) Resident Opportunity & Self-Sufficiency Grants	Not applicable	
g) Community Development Block Grant (CDBG)	Not applicable	
h) HOME	Not applicable	
Other Federal Grants (list below)		
FSS Program	\$ 966,000	FSS Program
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
	None	
<b>3. Public Housing Dwelling Rental Income</b>	Not applicable	
<b>4. Other income (list below)</b>	None	
<b>5. Non-federal sources (list below)</b>	None	
<b>Total resources</b>	<b>\$145,966,000</b>	

\*Projected HAP funding for FY 2012-13

**3) Rent Determinations**

Effective August 1, 2011, MSHDA changed the Minimum TTP from \$0 to \$50 as stated in the FY 2011-12 PHA Plan. Upon analysis, if the MSHDA HCV budget is favorable during the FY 2012-13 PHA Plan year, the Minimum TTP may be reduced back to \$0.

Payment standards have been established at above 90% but at or below 110% of Fair Market Rent (FMR). Current payment standards are evaluated when HUD releases the annual FMR's in October of each year. A determination will be made by the PHA at that time if an adjustment to the current payment standard level needs to be made prior to approval of the next PHA Plan submission; however, the payment standards would remain between 90% and 110% of FMR.

**4) Operation and Management**

The PHA does not operate public housing; therefore, this section is not applicable.

**5) Grievance Procedures**

The PHA does not operate public housing; therefore, there is no grievance procedure.

Informal Reviews are provided for applicants to the HCV program who are denied assistance if the applicant requests such a Review in writing within fifteen days from the date of the denial of

assistance. The Review is performed by a staff person at the MSHDA Regional Manager level or above who did not make or approve the decision under review. An informal hearing would be provided to an applicant who was denied assistance due to citizenship or eligible immigrant status. Informal Hearings are provided to participants who are terminated from the program if a written request is received within fifteen days from the date of the notice of termination. Informal Hearings are conducted by Administrative Law Judges as assigned through the Michigan Administrative Hearing System (MAHS).

If an applicant is denied assistance or a participant is terminated from the program due to their criminal history, a copy of the criminal history is provided to the individual.

**6) Designated Housing for Elderly and Disabled Families**

The PHA does not operate public housing; therefore, this section is not applicable.

**7) Community Service and Self-Sufficiency**

The PHA does not operate public housing; therefore, this section is not applicable.

**8) Safety and Crime Prevention**

The PHA does not operate public housing; therefore, this section is not applicable.

**9) Pets – Not applicable**

The PHA does not operate public housing; therefore, this section is not applicable.

**10) Civil Rights Certification**

Fair Housing activities already in place include written policy, education and training of staff and grantees, distribution of literature, and public speaking presentations at conferences and meetings. Actions taken by MSHDA and grantees are reported in the Consolidated Plan and Annual Plan. The Report of the Fair Housing Center of Metropolitan Detroit is available at the PHA office at 735 E. Michigan Avenue, Lansing, MI 48912.

**11) Fiscal Year Audit**

MSHDA is audited by Plante & Moran, PLLC, which is a private Certified Public Accounting firm under contract with the Auditor General of the State of Michigan. The latest MSHDA audited financial report is for the twelve months ended June 30, 2011. There were no findings in the audit related to the Housing Choice Voucher Program. This report is available for inspection at MSHDA's office at 735 E. Michigan Avenue, Lansing, MI 48909.

**12) Asset Management**

The PHA does not operate public housing; therefore, this section is not applicable.

**13) Implementation of the Violence Against Women Act (VAWA) of 2005**

The Office of Housing Voucher Programs (OHVP) at the Michigan State Housing Development Authority (MSHDA) is committed to the implementation of the VAWA of 2005. MSHDA will continue to undertake actions to meet this requirement in the administration of the Housing Choice Voucher (HCV) Program.

MSHDA's contracted Housing Agents participate in local Continuum of Care meetings and use those contacts and others known to them through the Family Self-Sufficiency Program to assist survivors of domestic violence (including dating violence, sexual assault, or stalking) and their children when cases are made known to them. Many of the agencies participating in the Continuum of Care groups provide temporary housing/shelter to survivors of domestic violence and their children. MSHDA staff and Housing Agents work with the partnering Continuum of Care service agencies to make sure the family is able to maintain their housing assistance.

Further, the following steps for compliance have been implemented:

- A. Staff was initially informed of this legislation and the necessary requirements in 2006 and since that time, additional information has been provided to staff when required during monthly staff meetings.
- B. Information on this legislation has been provided to contract Housing Agents during annual informational meetings.
- C. All new admissions to the MSHDA HCV Program are being notified of their rights under VAWA during their initial briefing.
- D. All participants of the HCV Program are being notified of their rights under VAWA by inclusion of information with their annual recertification paperwork.
- E. Many of MSHDA's contracted Housing Agents participate in local Continuum of Care meetings and use those contacts to assist survivors of domestic violence (including dating violence, sexual assault, or stalking) and their children when cases are made known to them.
- F. Many of the agencies participating in the Continuum of Care bodies attended by our contracted Housing Agents provide temporary housing/shelter to survivors of domestic violence and their children.
- G. MSHDA contracted Housing Agents will also be partnering with members of Homeless Assessment and Resource Agencies (HARA) Community Teams to find resources for domestic violence survivors and their children.

ATTACHMENT B -  
 FY 2012-13 ANNUAL PHA PLAN  
 MSHDA PBV DEVELOPMENTS UNDER A CURRENT HAP CONTRACT

County	Development Name	# Units	City	Target Population Type
Allegan	Allegan LDHA - Scattered Sites	10	Allegan County	HmIs/Disab
Allegan	Emerald Woods	12	Plainwell	Spec Needs
Allegan	Heritage Meadows I & II	20	Plainwell	HmIs/Disab
Allegan	Lexington Square	8	Fennville	Spec Needs
Allegan	Mystic View I & II	20	Pullman	HmIs/Disab
Alpena	Alpena Pines	6	Alpena	Elderly
Berrien	Cobblestone Village	10	Waterliet	Spec Needs
Benzie	Gateway Village	8	Frankfort	HmIs/Disab/DV
Calhoun	Silver Star	75	Battle Creek	Veteran SN
Chippewa	West Bridge	28	Saut Ste. Marie	HmIs/Disab
Chippewa	Park Place Center	6	Saut Ste. Marie	DV
Clare	White Pines II	12	Clare	Spec Needs
Clinton	Hawks Ridge	13	Bath	HmIs/Disab
Eaton	Kingston Place	8	Eaton Rapids	Elderly
Emmet	Pond Street Village	7	Mackinaw City	Spec Needs
Emmet	Townline	5	Pellston	Spec Needs
Emmet	Traverse Woods	13	Petoskey	HmIs/DV/Sp Needs
Grand Traverse	Keystone Village	24	Traverse City	HmIs/Sp Needs
Houghton	Scott Building	5	Hancock	HmIs/DV/Sp Needs
Houghton	Quincy Haven	18	Houghton	HmIs/DV/Sp Needs
Ingham	1777 Haslett Road	10	Haslett	HmIs/DV/Disab
Ingham	Ballentine Apartments	18	Lansing	HmIs/DV/Sp Needs
Ingham	Delhi Stratford Apartments	10	Holt	HmIs/ChHm/DV/Sp/NEld
Iosco	Maple Tree	5	East Tawas	DV/Sp Needs
Iron	Crystal View	5	Crystal Falls	HmIs/DV/Sp Needs
Kalamazoo	Courtlandt	2	Kalamazoo	DV
Kalamazoo	Eleventh Street	8	Kalamazoo	Preservation
Kalamazoo	Liberty Street	6	Kalamazoo	HmIs/Disab
Kalamazoo	Pinehurst	10	Kalamazoo	HmIs/Disab
Kalamazoo	Summit Park	5	Kalamazoo	HmIs/Disab
Kalamazoo	YWCA of Kalamazoo	2	Kalamazoo	DV
Kalamazoo	Galdeshire Townhomes	6	Kalamazoo	Spec Needs

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 MSHDA PBV DEVELOPMENTS UNDER A CURRENT HAP CONTRACT

County	Development Name	# Units	City	Target Population Type
Kalamazoo	Ash Street	1	Kalamazoo	HmIs
Kalamazoo	The Ark Cottages	9	Kalamazoo	HmIs/Youth
Kent	Bridge Street	18	Grand Rapids	Spec Needs
Kent	Genesis East	23	Grand Rapids	HmIs/Disab
Kent	Goodrich Apartments	3	Grand Rapids	HmIs
Kent	Herkimer	30	Grand Rapids	HmIs/Disab
Kent	Verne Barry Apartments	30	Grand Rapids	Spec Needs
Lapeer	Lapeer - Scattered Sites	10	Lapeer	HmIs/Disab
Lenawee	Lenawee Hsg - Seventh Street	7	Adrian	HmIs/Disab
Livingston	Venture, Inc. - Scattered Sites	7	Livingston Co - scattered	HmIs/Disab
Marquette	Orianna Ridge	20	Marquette	HmIs/Disab
Marquette	Lakeshore Heights Apts	3	Ishpeming	HmIs/Sp Needs
Muskegon	Bethany Housing-Terrace Street	2	Muskegon	HmIs Families
Muskegon	Bethany Housing-Catawba Street	1	Muskegon	HmIs Families
Oakland	On the Park	59	Troy	Preservation
Oakland	Spring Lake Village	25	Pontiac	HmIs/Sp Needs
Oceana	Barnett Station	20	Shelby	HmIs/DV/Sp Needs
Ogemaw	Southside II	5	West Branch	HmIs/DV/Sp Needs
Osceola	Springview Manor II	6	Ewart	DV
Ottawa	Ottawa County - Grand Haven	7	Grand Haven	Spec Needs
Ottawa	Ottawa County - Holland	18	Holland	Spec Needs
Ottawa	Ottawa County - Zeeland	9	Zeeland	Spec Needs
Ottawa	Midtown Village - Senior	3	Holland	HmIs/Elderly
Otsego	Friendship Shelter NHC	4	Gaylor	Chronic Homeless
Saginaw	Erwin Estates	10	Buena Vista Township	Elderly
Sanilac	Sunrise Village	10	Sandusky	Elderly
Van Buren	Park Meadows	10	South Haven	Spec Needs
Van Buren	Village Commons	6	Lawton	HmIs/Sp Needs/DV
Washtenaw	Avalon	16	Ann Arbor	HmIs/Disab
Wayne	Emerald Springs 1A	8	Detroit	HmIs/ChHm/DV/Sp Needs
Wayne	Emerald Springs 1B	8	Detroit	HmIs/ChHm/DV/Sp Needs
Wayne	Highland Manor	4	Highland Park	HmIsFm/Sp Needs
Wayne	Lakewood Manor	30	Detroit	HmIs/Disab

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 FY 2012-13 ANNUAL PHA PLAN  
 MSHDA PBV DEVELOPMENTS UNDER A CURRENT HAP CONTRACT

County	Development Name	# Units	City	Target Population Type
Wayne	On the River	56	Detroit	Preservation
Wayne	Peterboro	58	Detroit	Hmls/Disab
Wayne	Piquette Square	150	Detroit	Hmls/Disab/Vets
Wayne	Raupp Street	24	Melvindale	Hmls/Disab
Wayne	Rouge Woods	8	Detroit	Hmls/Disab
Wayne	St Aubin Apartments	48	Detroit	Hmls/Sp Needs/DV
Wayne	Sarah Garette	35	Hamtramak	Plaintiff Class
Wayne	Gray Street	25	Detroit	Hmls/Sp Needs/DV
Wayne	Wildwood Apartments	23	Westland	Hmls/Sp Needs/DV
Wayne	Oakman Place	10	Detroit	Hmls/Y outh
Wayne	Viewpointe/Medical Center	20	Detroit	Hmls/Sp Needs/Chr Hmls
Wayne	New Center Commons	12	Detroit	Spec Needs
Wexford	Northland Meadows	16	Cadillac	Spec Needs
TOTAL		1302		