

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

PHA Plans

5 Year Plan for Fiscal Years 2001 - 2005
Annual Plan for Fiscal Year 2001

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Ann Arbor Housing Commission

PHA Number: MI064

PHA Fiscal Year Beginning: (mm/yyyy) 07/2001

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

- Main business office of the PHA
- PHA development management offices
- Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2001 – 2005
[24 CFR Part 903.5]

A. Mission

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

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The PHA's mission is: (state mission here)

The mission of the Ann Arbor Housing Commission is to provide desirable, affordable housing by building cohesive residential communities, creating an atmosphere of pride and developing an environment that fosters responsibility and accountability while cultivating a partnership between Ann Arbor Housing Commission staff, residents, the Commission Board and the community.

B. Goals

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

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

PHA Goal: Expand the supply of assisted housing

Objectives:

Apply for additional rental vouchers:

Reduce public housing vacancies: Reduce vacancies to 3% or not more than 10 units

Leverage private or other public funds to create additional housing opportunities:

Acquire or build units or developments

Other (list below): Explore bonding capacity and creating of a 501(C)(3) Still in progress

- ☰ PHA Goal: Improve the quality of assisted housing
 - Objectives:
 - ☰ Improve public housing management: (PHAS score)
 - ☰ Improve voucher management: (SEMAP score)
 - ☰ Increase customer satisfaction: Improve communication through new resident orientation, on-site maintenance training, regular newsletter issuance. Improve timelines of telephone and work order response. Expanded development of resident councils and/or new resident advisory board.
 - ☰ Concentrate on efforts to improve specific management functions: Develop a more stable revenue stream; ability to provide consistent oversight to Section 8 program including review of files, applicant selection, and HQS inspections.
 - ☰ Renovate or modernize public housing units: Continue through CGP
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

- ☰ PHA Goal: Increase assisted housing choices
 - Objectives:
 - Provide voucher mobility counseling:
 - ☰ Conduct outreach efforts to potential voucher landlords
 - ☰ Increase voucher payment standards – this will be done as needed; current PS is 105% of the FMR, no additional increase is planned for FY02, but will be considered over period to 2005.
 - ☰ Implement voucher homeownership program: implementation of a 50 unit pilot project will be initiated during FY01 and feasibility tested during FY02.
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - ☰ Other: (list below): Explore selective tenant-based to project-based conversion to expand housing opportunities.

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

- ☰ PHA Goal: Provide an improved living environment
 - Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Established working family preference in the selection of tenants and implemented flat rent to encourage retention of working families.
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements: Continue Community Policing activities, continue police in residence program and upgrade building security especially to elderly/disabled buildings.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below) Enhance site appearance through new or improved signage, landscaping and trash management.

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families: Maintain working family preference
 - Provide or attract supportive services to improve assistance recipients' employability: Welfare-to-Work Voucher allocation and Welfare-to-Work Top Grant
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities. Continue to seek HUD and other funding for supportive services. Access local universities for student interns in the areas of occupational and physical therapy, social work and urban planning. Negotiate with County Community Mental Health to expand on-site case managers from one site to two sites.
 - Other: (list below) Enhancement of community centers, including computer lab with Internet hook-up and increased on-site services.

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

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

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Ongoing activity
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Ongoing activity
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Already in compliance with 504 needs assessment; waiting list does not indicate a need for additional accessible units.
- Other: (list below) Improve accessibility to local resource centers established within family developments, i.e., Green-Baxter Court and Maple Meadows incorporated in CFP 5 year plan.

Other PHA Goals and Objectives: (list below)

Not applicable

Annual PHA Plan
PHA Fiscal Year 2002
 [24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.



Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**



Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Major efforts during AAHC's FY2002 will include in Section 8: (1) implementation of homeownership pilot project for up to 50 participants; (2) expansion of partnerships in support of Welfare-to-Work program participants; (3) exploration of tenant to project based S8 to expand utilization; (4) continued outreach to new landlords. In Public Housing programs, our efforts will focus on: (1) creation of subsidiary 501c(3) to augment services or new development initiatives; (2) reducing vacancy loss; (3) improving customer service and satisfaction; (4) improvement of curb appeal, via signage, landscaping, and trash management efforts; and (5) strengthening of Resident Advisory Board through training of members and expanding representation from all sites.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment’s name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

-  **Appendix A** Admissions Policy for Deconcentration
-  **Appendix B** FY 2001 Capital Fund Program Annual Statement
Annual Statements/P&E Reports for CGP706-98;CGP707-99; CFP501-00
-  **Appendix C** Section 8 Homeownership Statement of Capacity
-  **Appendix D** Implementation of Public Housing Resident Community Service Requirements
-  **Appendix E** Pet Policy Executive Narrative
-  **Appendix F** Progress Statement of 5-year Plan Goals
-  **Appendix G** Resident Membership of the PHA Governing Board
-  **Appendix H** Membership of the Resident Advisory Board
Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

-  **Appendix I** PHA Management Organizational Chart
-  **Appendix J** FY 2001 Capital Fund Program 5 Year Action Plan
-  **Appendix K** Definition of “Standard Deviation”
-  **Appendix L** Public Housing Drug Elimination Program (PHDEP) Plan














- Appendix M** Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)








Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
<input checked="" type="checkbox"/>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<input checked="" type="checkbox"/>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: 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
<input checked="" type="checkbox"/> Years 2000-05	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
<input checked="" type="checkbox"/> FY2001	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<input checked="" type="checkbox"/>	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
<input checked="" type="checkbox"/>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<input checked="" type="checkbox"/>	Public Housing Deconcentration and Income Mixing	Annual Plan: Eligibility,

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents  check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development  check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies  check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
	Public housing grievance procedures  check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures  check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
 CFP501-00	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	programs/plans	Homeownership
	Policies governing any Section 8 Homeownership program  check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	4.5	5	5	5	N/A	3	N/A
Income >30% but <=50% of AMI	4.5	5	5	5	N/A	3	N/A
Income >50% but <80% of AMI	2	2	2	2	N/A	2	N/A
Elderly	2.5	3	1	3	N/A	1	1

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Families with Disabilities	4	4	4	4	3	3	N/A
Black/	5	5	5	N/A	N/A	N/A	N/A
White	3	3	3	N/A	N/A	N/A	N/A
Hispanic	1.5	1.5	1.5	N/A	N/A	N/A	N/A
Asian/Indian	1	1	1	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000 -2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)
AAHC Waitlists for Section 8 and Public Housing- 01/01 data

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover

Housing Needs of Families on the Waiting List			
Waiting list total	1585		108
Extremely low income <=30% AMI	1121	70%	
Very low income (>30% but <=50% AMI)	416	26%	
Low income (>50% but <80% AMI)	48	4%	
Families with children	1105	69%	
Elderly families	1	0	
Families with Disabilities	483	30%	
White	410	25%	
Black	1086	68%	
American Indian	5	<1%	
Asian	19	1.2%	
Hispanic	65	5.8%	
Characteristics by Bedroom Size (Public Housing Only)			
	NOT APPLICABLE		
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)? <u>Opened and Closed in June 2000</u></p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</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 <u>We are currently accepting applications from families who qualify for our Welfare-to-Work Voucher allocation.</u></p>			

Housing Needs of Families on the Waiting List
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Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	404		55
Extremely low income <=30% AMI	295	74%	
Very low income (>30% but <=50% AMI)	95	23%	
Low income (>50% but <80% AMI)	14	3%	
Families with children	250	61%	
Elderly families	1	<1%	
Families with Disabilities	3	<1%	
White	51	13%	
Black	331	82%	
American Indian	6	1.5%	
Asian	6	1.5%	
Hispanic	10	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	164	40%	
2 BR	155	38%	
3 BR	61	15%	
4 BR	19	5%	
5 BR	5	1%	
5+ BR	0		

Housing Needs of Families on the Waiting List

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

If yes:

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

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional section 8 units should they become available. We will consider this, if lease-up of 250 W-t-W vouchers and a project-based to tenant based conversion at Dover Place, in Ypsilanti are achieved by the end of FY2001.
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing : currently running at more than 80% of occupants
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

This is not a strategy of ours for the coming year because this is not a high need area either as identified by our waiting list or the Consolidated Plan.

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

Our waitlist analysis reveals this to be a high need family type; however, our existing served population reflects placement at a rate equal to or greater than the defined waitlist need. The following areas represent actions taken or in place currently:

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing: We have built two modified 3BR units of 17 under a recent new development program. We have completed one-bedroom breakthroughs to create 2 two-bedroom modified units, and with CFP future funding, we continue to modify family site resource centers to meet accessibility guidelines .
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available. We will not apply this year until our overall lease-up for all allocations including the special voucher allocation of 250 under the Welfare to Work program is over 90%.
- X Affirmatively market to local non-profit agencies that assist families with disabilities: We work closely with CMH, CIL, ACA, HARC
- X Other: (list below) : (1) Obtain grant funding to provide “supportive services” to non-elderly disabled. We will apply for federal Supportive Services Funding and City CD funding to maximize services to our disabled population. (2) We will negotiate with County CMH agency for a second on-site case-manager placement at Baker Commons.

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

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

Select if applicable

Again, our waitlist analysis for both Section 8 and Public Housing reveals that Black families have a disproportionate need. However, our clientele served more than adequately reflects housing of this high need population. Therefore, we do not feel additional marketing in this area is warranted.

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units – As we identify landlords in non-concentration areas such information will be provided to voucher holders.
- Market the section 8 program to owners outside of areas of poverty /minority concentrations - This is not a high need area either, however, we are attempting to market Section 8 to expand all housing opportunities for Section 8 Voucher holders.
- Other: (list below) – We will utilize UofM Urban Planning students to analyze rental markets in census tracks not evidencing high concentration of Section 8 lease-up within our jurisdiction.

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups (local Housing Affordability Task Force)
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	\$473,000	
b) Public Housing Capital Fund	\$695,563	
c) HOPE VI Revitalization	\$0	
d) HOPE VI Demolition	\$0	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$7,601,280*	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$88,695	
g) Resident Opportunity and Self-Sufficiency Grants	\$0	
h) Community Development Block Grant	\$0	
i) HOME	N/A	
Other Federal Grants (list below)		
Supportive Services Grant (joint renewal with Plymouth HC)	\$15,000	Supportive Services for elderly/disabled
2. Prior Year Federal Grants (unobligated funds only) (list below)		
PHDEP-00 (awarded 12/00)	\$82,750	PH- safety/drug prevention
CFP501-00 (awarded 9/00)	\$595,000	PH mgmt and capital improvements
3. Public Housing Dwelling Rental Income	\$801,000	PH operations
4. Other income (list below)		
Interest Income	\$30,000	Operations
Other Charges	\$18,000	PH – operations
4. Non-federal sources (list below)		
City Comm. Dev. Funds	\$15,000	PH- sup serv-elderly
State of MI – FIA Funds	\$12,500	.S8-W-t-W assistance
Total resources	\$10,427,788	

* Estimated; assumes renewal of expiring allocations.

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

When families are within a certain number of being offered a unit: We assess the number of units available or expected to be available within thirty to sixty days and call in three times as many applicants by bedroom designation.

When families are within a certain time of being offered a unit: (state time)

Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

Criminal or Drug-related activity

Rental history

Housekeeping

Other (describe) : personal references from non-related parties

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

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

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

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

Community-wide list

Sub-jurisdictional lists

Site-based waiting lists

Other (describe)

b. Where may interested persons apply for admission to public housing?

PHA main administrative office

PHA development site management office

Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
 - PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
 - One
 - Two
 - Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
 - Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

Note: Our admission exceed the federal requirement of 60/40, not because of targeting, but because wait list composition contains greater than 80% of the families who are at or below 30% of the AMI and because less than 30% of AMI is considered a high need category in the City's Consolidated Plan.

- b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other:

c. Preferences

1 Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences: NONE OF THESE

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

Other preferences: (select below)

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

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

2 Date and Time

Former Federal preferences: (NONE OF THESE)

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
 Not applicable: Our pool of applicant families ensures that the PHA will meet income-targeting requirements. The working family preference is an effort to income diversity a bit, since our public housing sites are disproportionately housing families at or below 30% of AMI.

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
 The PHA's Admissions and (Continued) Occupancy policy
 PHA briefing seminars or written materials
 Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
 Any time family composition changes
 At family request for revision
 Other (list)

(6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
MI028-003	53	This development consists of 3 small scattered sites of general occupancy including singles and families; however, 66% consists of elderly/disabled residents whose income is fixed at the lower range, which takes it out of the 85-115% income range of the other family developments.	

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing? **This was done in FY00.**
- c. If the answer to b was yes, what changes were adopted? (select all that apply)
- Adoption of site-based waiting lists
If selected, list targeted developments below:
- As needed, employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
MI064-001, 008 – family developments

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

MI064-001, 003, 008 (scattered site, family developments)

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

(1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

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

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

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

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

Criminal or drug-related activity

Other (describe below) Upon written request by the landlord, we share prior landlord history if previously leased under the program.

(2) Waiting List Organization

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

None

Federal public housing

Federal moderate rehabilitation

Federal project-based certificate program

Other federal or local program (list below)

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

PHA main administrative office

Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Extenuating circumstances might include hospitalization of applicant or applicant's immediate family, poor credit history or as a reasonable accommodation. However, the applicant must have demonstrated a diligent housing search during the initial 60 days or a reason why the search could not be conducted for reasonable accommodation purposes.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences – NONE OF THESE

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below) Elderly/disabled over non-elderly/disabled singles

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

3 Date and Time

Former Federal preferences NONE OF THESE

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness

High rent burden

Other preferences (select all that apply)

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

1 Other preference(s) (list below)

Elderly/disabled over non-elderly/disabled singles

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

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

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one) NOT APPLICABLE

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

X The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

b. Minimum Rent

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

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

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

The policy language mimics that published in the federal register for minimum rent hardship cases. It involves loss or reduction in benefits, loss of family members to death and subsequent expenses or medical problems resulting in increased expenses.

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

This could occur where flat rents or minimum rents are charged.

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)



For the earned income of a previously unemployed household member



For increases in earned income



Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:



Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:



For household heads



For other family members



For transportation expenses



For the non-reimbursed medical expenses of non-disabled or non-elderly families



Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)



Yes for all developments



Yes but only for some developments



No - Previous to setting flat rents this Commission used ceiling rents.

2. For which kinds of developments are ceiling rents in place? (select all that apply)

NONE



For all developments



For all general occupancy developments (not elderly or disabled or elderly only)



For specified general occupancy developments



For certain parts of developments; e.g., the high-rise portion



For certain size units; e.g., larger bedroom sizes



Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

NOT APPLICABLE

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase (as it relates to new income such as a new job, promotion or new benefit award.)
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)
Review of operating costs and capital reserve requirements.

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR (use 105% of FMR for 1,2,3 bedrooms)
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply) NOT APPLICABLE

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

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply) NOT APPLICABLE

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

Same as identified for public housing as published in the Federal Register.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached. (APPENDIX I)
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning (07/01/2001)	Expected Turnover
Public Housing	347	55
Section 8 Vouchers	746	90
Section 8 Certificates	36	3
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	Disabled – 100 W-W Vouchers – 250 (included in Section 8 #'s) Project Based Conversion – 146	3 9 0
Public Housing Drug Elimination Program (PHDEP)	117 (included in ph #'s)	25
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Administration:

- Admissions & Continued Occupancy Policy
- Ethics Policy
- Drug Free Work Place Policy
- Lease
- Grievance Procedure/policy
- Criminal Records Management
- Equal Housing Opportunities Policy
- Pet Policy
- Community Facility Use Policy
- Parking Policy
- Deconcentration Policy

Financial:

- Check signing Policy
- Capitalization Policy
- Disposition Policy
- Funds Transfer Policy
- Investment Policy
- Procurement Policy
- Rent Collection Policy
- Travel Policy

Maintenance (work place) Operations:

- Blood Borne Disease Policy
- Fraud and Theft Policy
- Hazardous Materials Policy
- Maintenance Policy
- Pest Control Policy
- Vehicle Use Policy

(2) Section 8 Management: (list below)

- Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
 PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families' contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **APPENDIX B** -

-OR-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here.)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5-Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) **APPENDIX J**

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5-Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

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

- 1. Development name:
- 2. Development (project) number:
- 3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved

Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHA’s completing streamlined submissions may skip to

component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA’s Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one

activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

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

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B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937


C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name:
1b. Development (project) number:
2. Federal Program authority:

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

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

A pilot project of 50 vouchers will be launched in the spring of 2001. The program is based on final regulations promulgated by HUD and published September 12, 2000 of the Federal Register.

a. Size of Program

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

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
 26 - 50 participants

- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

- Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? May 21, 1999

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies: flat rent option; income exclusion opportunity
- Public housing admissions policies: preference for working families
- Section 8 admissions policies: allocations targeted to disabled and welfare to work transitioning populations.
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family self-sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Tenant Opportunities Program – NM</i>	20	N/A	<i>Community Impact</i>	<i>PH - families</i>
<i>Resource Management-Supportive Svc</i>	168	N/A	<i>MAP/CMH</i>	<i>PH-elderly/disabled</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 12/31/99)
Public Housing	-0-	N/A
Section 8	68	0

- b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents
(select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)
Calls for service, documented narcotics purchases by undercover officers and resident reports of gambling, littering and open intoxicants.

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents- completed under PHDEP grant at family sites; and by resident council at elder/disabled sites.
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

Funded drug elimination programs have targeted four major family developments: Maple Meadows, North Maple Estates, Hikone and Green/Baxter Court. Some drug dealing at Miller Manor and Baker Commons, elderly/disabled sites.

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)
Continuation of police in residence in two elder/disabled mid-rise buildings

1. Which developments are most affected? (list below)
Scattered site family developments (MI28-P064-001)
Elderly/disabled high-rise buildings (MI28-P064-005 and 007)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)
Scattered site family developments (MI28-001)
Two elder/disabled mid-rise buildings (MI28-005, 007)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment.
(Attachment Filename: phdegtemp)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
- 2. Yes No: Was the most recent fiscal audit submitted to HUD?
- 3. Yes No: Were there any findings as the result of that audit?
- 4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
- 5. Yes No: Have responses to any unresolved findings been submitted to HUD? **NOT APPLICABLE**
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment (**Appendix M**)
Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
 - Considered comments, but determined that no changes to the PHA Plan were necessary. (with exception of checking one additional box under safety needs assessment.)
 - The PHA changed portions of the PHA Plan in response to comments
List changes below:
 - Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

Residents were informed of the creation of a Resident Advisory Board and encouraged to attend meetings for that purpose. Residents were recommended by Ann Arbor Housing Commission staff and were directly solicited as well.

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe) There was no election process, all interested residents were encouraged to participate on the Board. See Appendix H, Membership of Resident Advisory Board.

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list) **NOT APPLICABLE**

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list) **NOT APPLICABLE**

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)
City of Ann Arbor
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

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

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

The City of Ann Arbor has documented the need for youth programming and supportive services for the disabled, and has and will continue to fund through CDBG funding non-profits who assist the Housing Commission under its Drug Elimination Programs as well as enable the Commission to procure additional contractual support to assist the non-elderly disabled.

The City of Ann Arbor has also recognized the lack of affordable housing in the area, and has created an Affordable Housing Task Force, which has met for the last year to put forth a four goal, twenty-one specific objectives strategy to action over a three year period. One of the objectives, under the goal of increasing *first home ownership opportunity* is to “Expand use of Section 8 Vouchers for homeownership”, increasing the “capacity of Ann Arbor Housing Commission to manage a Section 8 mortgage program ...”. Another identified objective under the goal to *establish 3 new income sources for affordable housing* is to “utilize revenue bonds for housing, which is consistent with and supportive of the Commission’s goal of increasing its revenue stream by exploring issuance of revenue bonds.

D. Other Information Required by HUD

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

Attachments

Use this section to provide any additional attachments referenced in the Plans.

- Appendix A – Admission’s Policy for Deconcentration
- Appendix B – Fiscal Year 2001 Capital Fund Program Annual Statement
- Appendix C – Section 8 Homeownership Capacity Statement
- Appendix D - Implementatio of Public Housing Resident Community Service requirements
- Appendix E – Pet Policy Executive Narrative
- Appendix F – Progress Statement on 5-Year Plan Goals
- Appendix G – Resident Membership of the PHA Governing Board
- Appendix H – Membership of the Resident Advisory Board
- Appendix I – PHA Management Organizational Chart
- Appendix J – Fiscal Year 2001 Capital Fund Program 5–year Action Plan
- Appendix K – Definition of “Standard Deviation” and “Significant Amendment and Modification”
- Appendix L – Public Housing Drug Elimination Program Plan
- Appendix M – Comments by Resident Advisory Board

APPENDIX A

ANN ARBOR HOUSING COMMISSION DECONCENTRATION POLICY

POLICY # ____
Original Issued Date: 6-16-99

Approved by Board: _____
Resolution # 99-30

1. Purpose:

To provide guidance in admissions and continued occupancy procedures about how to ensure deconcentration of poverty and encourage income mixing.

2. Policy:

The Ann Arbor Housing Commission seeks to deconcentrate pockets of poverty and promote income mixing in compliance with the QHWRA of 1998, by bringing higher income families into lower income developments and lower income families into higher income developments.

3. Procedures:

3.1 Prior to the beginning of each fiscal year, occupancy staff will analyze the income levels of families residing in each of our sites with 20 or more dwelling units, the income levels of the census tracts in which those sites are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement. Please refer to attach worksheet for the analysis that will take place.

3.2 To achieve the goal of income mixing and deconcentration, we will skip families on the waiting list to reach other families with a lower or higher income. The skipping of families to achieve income targeting is a non-adverse, permissible action to achieve the congressional intent of the QHWRA of 1998. Waitlist management will be conducted in a uniform and non-discriminatory manner.

3.3 The Housing Commission will affirmatively market our housing to all eligible income groups (up to 80% of area median income). Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

3.4 The Housing Commission may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development. Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

3.5 As a vacant unit becomes available, the Commission will contact the first family on the waiting list who has the highest priority for this type of unit and development and whose income category would help to meet the deconcentration goal and/or income targeting goal.

3.6 If in making the offer to a given family the Housing Commission skipped over other families on the waiting list in order to meet its deconcentration goal, or offered the family any deconcentration incentive and the family rejects the unit, the family will not lose their place on the waiting list and will not be otherwise penalized.

If the Commission did not skip over other families on the waiting list to reach this family and did not offer any deconcentration incentive, and the family rejects the unit without good cause, the family will drop to the bottom of the waiting list, while keeping any preferences.

Rejection of any unit offered with good cause will not result in loss of place on the waiting list. Good cause includes reasons related to health, proximity to work, school, and childcare (for those working or going to school). The family will be offered the right to an informal hearing of the decision to alter their application status.

APPENDIX B

Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Program Grant Number 501 FFY of Grant Approval: (2001)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$25,000
3	1408 Management Improvements	\$50,000
4	1410 Administration	\$35,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$50,000
8	1440 Site Acquisition	
9	1450 Site Improvement	\$75,500
10	1460 Dwelling Structures	\$293,713
11	1465.1 Dwelling Equipment-Nonexpendable	\$26,600
12	1470 Nondwelling Structures	\$60,500
13	1475 Nondwelling Equipment	\$20,500
14	1485 Demolition	
15	1490 Replacement Reserve	\$58,750
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	\$695,563
21	Amount of line 20 Related to LBP Activities	\$30,000
22	Amount of line 20 Related to Section 504 Compliance	

23	Amount of line 20 Related to Security	\$40,000
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
HA-Wide	PH Operations	1406	\$25,000
HA-Wide	Resident Training	1408	\$5,000
HA-Wide	Security/Crime Elimination	1408	\$10,000
HA-Wide	Resident Initiative Coordinator	1408	\$20,000
HA-Wide	Staff Training	1408	\$10,000
HA-Wide	Computer Software Upgrade	1408	\$5,000
HA-Wide	Administrative Salaries	1410	\$35,000

HA-Wide	A & E Fees	1430	\$33,000
HA-Wide	Advertisements	1430	\$2,000
HA-Wide	Clerk of the Works	1430	\$15,000
001-MapleMeadows	Site: Parking lot seal & restripe	1450	\$2,000
001-Hikone	Drainage: improve concrete near buildgs	1450	\$40,000
001-Hikone	Site: Parking lot seal & restripe	1450	\$2,000
001-North Maple	Site: Parking lot seal & restripe; assigned	1450	\$3,500
001-North Maple	Site: playground planters & new swings	1450	\$4,000
001-Green Bxtr	Site: Parking Lot seal & restripe	1450	\$1,000
001-Plt/Oakwd	Site: Parking Lot seal & restripe	1450	\$1,000
001-SSWW	Site: Parking Lot seal & restripe	1450	\$1,000
003-Broadway	Site: Parking Lot seal & restripe	1450	\$2,000
003-WSH	Site: Parking Lot seal & restripe	1450	\$1,500
003-Platt (CS)	Site: Parking Lot seal & restripe	1450	\$500
005-Miller Manor	Site: Parking lot seal & restripe	1450	\$2,000
007-Baker Com	Site: Parking lot seal & restripe	1450	\$2,000
007-Baker Com	Site: Ornamental wrought iron fencing	1450	\$9,500
008-NM/HS/MC	Site: Parking lot seal & restripe	1450	\$3,500
001-MapleMeadows	Electrical-Basement wall plugs (3/unit)	1460	\$9,000
001-MapleMeadows	Weather strip/caulk doors	1460	\$13,500
001-MapleMeadows	Plmb: Install garbage disposals	1460	\$18,000
001-MapleMeadows	Plmb: Shutoff ball valves-kitch/bath	1460	\$3,900
001-MapleMeadows	Plmb: New Hot H2O tanks & shut-off	1460	\$10,000
001-Hikone	Plmb: Install garbage disposals	1460	\$18,000
001-Hikone	Plmb: Install ball valves @ water meter	1460	\$4,500
001-GreenBaxter	Plmb: Install ball valves @ water meter	1460	\$3,600
001-GreenBaxter	Plmb: Repair 1725 bldg shutoff	1460	\$4,000
001-GreenBaxter	Plmb: New Hot H2O tanks & shut-off	1460	\$8,000
001-North Maple	Walls/Ceilings: 2 ceiling fans per unit	1460	\$8,000

001-North Maple	Plmb: Install ball valves @ water meter	1460	\$3,000
001-North Maple	Exter: Paint non-siding wood trim	1460	\$20,000
001-W.Wash	HVAC-New furnaces	1460	\$8,000
001-W.Wash	Floors: new carpet	1460	\$3,600
001-W.Wash	Walls/Ceilings - 1 ceiling fan/unit	1460	\$500
001-Platt	Plmb: Install ball valve @ water meter	1460	\$600
003-Broadway	Walls/Ceilings - 1 ceiling fans/ unit	1460	\$8,000
003-Broadway	Kitchen: install s/s stove backsplashes	1460	\$3,000
003-Broadway	Plmb: : Install ball valves @ water meter	1460	\$3,000
003-Broadway	Exter: Chimney repair	1460	\$3,000
003-Platt(Col)	Walls/Ceilings: 2 ceiling fans/unit	1460	\$2,000
003-W/S/H	Walls/Ceilings: 2 ceiling fans /unit	1460	\$11,200
003-WSH	Kitchen: install s/s stove backsplashes	1460	\$4,200
003-WSH	Bath: upgrade toilet, sinks, vanities	1460	\$40,613
003-WSH	Stairwells: LBP abatement	1460	\$30,000
005-Miller Manor	Walls: Paint hallways, trashrooms	1460	\$32,000
005-Miller Manor	Floors: Replace lobby carpet	1460	\$4,000
007-Baker Com	HVAC: unit thermostats	1460	\$6,500
007-Baker Com	Floors: Replace some hallway carpet	1460	\$10,000
HA-Wide	Appliance Replacements (SM; NM,GB,	1465	\$26,600
005-Miller Manor	Security camera - lobby, fire exit doors	1470	\$15,000
005-Miller Manor	Upgrade Public rest rooms	1470	\$10,000
005-MM/ Admin Off	Walls: Install night rent drop box	1470	\$2,000
005-Miller Manor	New Cabinets-Comm Rm Kitchen	1470	\$10,000
007-Baker Com	New Cabinets-Comm Rm Kitchen	1470	\$5,000
007-Baker Com	Basement exhaust fan	1470	\$3,500
007-Baker Com	Security camera - lobby/fire exit doors	1470	\$15,000
HA-Wide	Maintenance Tools/Vehicles	1475	\$8,000

HA-Wide	Office Equipment	1475	\$5,000
HA-Wide	Computer Hardware Upgrade	1475	\$7,500
HA-Wide	Replacement Reserve	1490	\$58,750

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
HA-Wide 1406	Mar-03	Sept-04
HA-Wide 1408	Mar-03	Sept-04
HA-Wide 1410	Mar-03	Sept-04
HA-Wide 1430	Mar-03	Sept-04
HA-Wide 1475	Mar-03	Sept-04
MI28P064-001 1460		
Green Baxter	Mar-03	Sept-04
Maple Meadows	Mar-03	Sept-04
Hikone	Mar-03	Sept-04
North Maple	Mar-03	Sept-04
Oakwood/Platt	Mar-03	Sept-04
S7th/W.Wash	Mar-03	Sept-04
MI28P064-003 1460		
Platt(Col)	Mar-03	Sept-04
Broadway	Mar-03	
WhiteStateHenry	Mar-03	Sept-04
MI28P064-005 1460		
Miller Manor	Mar-03	Sept-04
MI28P064-007 1460		
Baker Commons	Mar-03	Sept-04

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CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report		
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary		
PHA Name: ANN ARBOR HOUSING COMMISSION	Grant Type and Number Capital Fund Program Grant No: 501 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
<input checked="" 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: 12/31/00 <input type="checkbox"/> Final Performance and Evaluation Report		

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00		0.00	0.00
2	1406 Operations	\$20,000.00		0.00	0.00
3	1408 Management Improvements Soft Costs	\$56,000.00		0.00	0.00
	Management Improvements Hard Costs				0.00
4	1410 Administration	\$38,000.00		0.00	0.00
5	1411 Audit	0.00		0.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	\$49,000.00		0.00	0.00
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	\$48,700.00		0.00	0.00
10	1460 Dwelling Structures	\$379,294.00		0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	0.00		0.00	0.00
12	1470 Nondwelling Structures	\$7,200.00		0.00	0.00
13	1475 Nondwelling Equipment	\$33,619.00		0.00	0.00
14	1485 Demolition	0.00		0.00	0.00
15	1490 Replacement Reserve	\$50,000.00		0.00	0.00
16	1492 Moving to Work Demonstration	0.00		0.00	0.00
17	1495.1 Relocation Costs	0.00		0.00	0.00
18	1499 Development Activities	0.00		0.00	0.00
19	1502 Contingency	0.00		0.00	0.00
	Amount of Annual Grant: (sum of lines 1..19)	\$681,813		0.00	0.00
	Amount of line XX Related to LBP Activities	0.00		0.00	0.00
	Amount of line XX Related to Section 504 compliance	0.00		0.00	0.00
	Amount of line XX Related to Security –Soft Costs	\$10,000.00		0.00	0.00
	Amount of Line XX related to Security-- Hard Costs	0.00		0.00	0.00
	Amount of line XX Related to Energy Conservation Measures	0.00		0.00	0.00
	Collateralization Expenses or Debt Service	0.00		0.00	0.00

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations	1406	N/a	\$20,000		0.00	0.00	
PHA-Wide	Management Improvements	1408	N/a	\$56,000		0.00	0.00	
PHA-Wide	Admin Salaries & Benefits	1410	N/a	\$38,000		0.00	0.00	
PHA-Wide	A&E Fees; Clerk of Works	1430	N/a	\$49,000		0.00	0.00	Bid in spring
PHA -Wide	Dwelling Equip: Ranges& Refrigerators	1465.1	As needed	\$0.00		0.00	0.00	
PHA-Wide	Non-Dwelling Equipment	1475	N/a	\$33,619		0.00	0.00	
PHA-Wide	Replacement Reserves	1490	N/a	\$50,000		0.00	0.00	
P064-001	Site Work:	1450						
Scat Site: Family	Site lighting upgrades		3 sites	\$20,000		0.00	0.00	
N.Maple;	Bicycle lockups		1 site	\$6,000		0.00	0.00	
Green Rd								
<i>S.Maple;Hikone;</i>	HVAC – new furnaces	1460	2sites/60unit	\$120,000		0.00	0.00	
<i>Oakwood;Platt; 7th</i>	Doors-exterior lock upgrade		1site/30units	\$4,844		0.00	0.00	
<i>& Washington</i>	Electrical-basement outlets(3/unit)	1460	1site/30units	\$9,000		0.00	0.00	
	Roofing-replace roof & gutters	1460	1site/5bldg	\$35,000		0.00	0.00	
	Porches-repair and upgrade	1460	1 site	\$76,000		0.00	0.00	
	Walls/Ceilings-ceiling fans (2/unit)	1460	1 site/3 units	\$1,200		0.00	0.00	
	HVAC- Comm Ctr. A/C	1470	2 sites	\$7,200		0.00	0.00	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program Grant No: 501 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
P064-003 Scat Site:GenOcc	Site Work Landscape planting		1450	1 site	\$4,000		0.00	0.00	
W/S/H ; Platt(Col); <i>Broadway</i>	Site signage Dwell Struct:		1450	1 site	\$4,000		0.00	0.00	
	Electrical- basement outlets (3/unit)		1460	1 site/5 units	\$2,250		0.00	0.00	
	Electrical – install stairwell lights		1460	1 site/5 units	\$1,000		0.00	0.00	
	Exterior – replace fcia and overhangs		1460	1 site/3 bldg	\$25,000		0.00	0.00	
P064-005 Elderly /Disabled	Site Work: Signage		1450	\$7,000			0.00	0.00	
<i>Miller Manor</i>	Greehouse sidewalk-repair		1450	\$7,700			0.00	0.00	
	Dwelling Structure: HVAC- install unit A/C		1460	1 site/104units	\$104,000		0.00	0.00	
	Ext: seal/stain entryway canopy		1460	1 site	\$1,000		0.00	0.00	
P064-007 Elderly/Disabled					0		0	0	

Baker Commons

P064-008					0		0	0	
Scat Site: Family									
<i>N.Maple; Hillside;</i>									
<i>Mallets Ck; Evelyn</i>									

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501 Replacement Housing Factor No:					Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA-Wide								
1406	Mar-02			Sept-03				
1408	Mar-02			Sept-03				
1410	Mar-02			Sept-03				
1430	Mar-02			Sept-03				
1465.1	Mar-02			Sept-03				
1475	Mar-02			Sept-03				
1490	Mar-02			Sept-03				
P064-001								
Green Baxter Ct	Mar-02			Sept-03				
South Maple	Mar-02			Sept-03				
Hikone	Mar-02			Sept-03				
NorthMaple	Mar-02			Sept-03				
Oakwood	Mar-02			Sept-03				
Platt	Na			Na				
Seventh/Wash	na			Na				

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number Capital Fund Program No: 501 Replacement Housing Factor No:					Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
P064-003								
Broadway	Mar-02			Sept-03				
Platt Colonial	Mar-02			Sept-03				
White/State/Henry	Mar-02			Sept-03				
P064-005								
Miller Manor	Mar-02			Sept-03				
P064-007								
Baker Commons	Na			na				
P064-008								
Mallets Creek	Na			Na				
Hillside	Na			Na				
N.Maple duplexes	Na			Na				
Evelyn Ct.	Na			Na				

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP: MI28P064-707 Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 1999
<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: 12/31/00 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations	0.00	0.00	0.00	0.00
3	1408 Management Improvements Soft Costs	\$51,000.00	\$48,000.00	\$30,897.71	\$14,131.15
	Management Improvements Hard Costs	\$5,000.00	\$15,000.00	\$13,940.00	0.00
4	1410 Administration	\$28,500.00	\$27,500.00	\$27,500.00	\$10,516.09
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	\$17,000.00	\$17,000.00	\$15,271.39	\$4,804.96
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	\$124,219.74	\$123,625.05	\$84,818.49	\$26,128.39
10	1460 Dwelling Structures	\$229,261.46	\$221,674.64	\$218,879.44	\$180,780.14
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	\$6,484.00	\$5,884.00	
12	1470 Nondwelling Structures	\$52,474.14	\$51,840.39	\$51,540.39	\$51,374.14
13	1475 Nondwelling Equipment	\$77,313.66	\$73,644.92	\$59,610.52	\$54,605.52
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1502 Contingency	0.00	0.00	0.00	0.00

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: ANN ARBOR HOUSING COMMISSION	Grant Type and Number CGP: MI28P064-707 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/00 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Annual Grant: (sum of lines 1..19)	\$584,769.00	\$584,769.00	\$508,341.84	\$342,340.39
	Amount of line XX Related to LBP Activities	0.00	0.00	0.00	0.00
	Amount of line XX Related to Section 504 compliance	\$16,705.55	0.00	0.00	0.00
	Amount of line XX Related to Security –Soft Costs	\$15,000	\$2,000.00	\$1,692.12	\$1,692.12
	Amount of Line XX related to Security-- Hard Costs	0.00	\$13,000.00	0.00	0.00
	Amount of line XX Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
	Collateralization Expenses or Debt Service	0.00	0.00	0.00	0.00

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP# MI28P064707-99 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised (2)	Funds Obligated	Funds Expended		
PHA-Wide	Management Improvements	1408	N/a	\$56,000	\$63,000	\$44,837.61	\$14,131.15	In process	
PHA-Wide	Admin Salaries & Benefits	1410	N/a	\$28,500	\$27,500	\$27,500.00	\$10,516.09	On-going	
PHA-Wide	A&E Fees; Clerk of Works	1430	N/a	\$17,000	\$17,000	\$15,271.39	\$4,804.96	On-going	
PHA-Wide	Dwelling Equip: Ranges& Refrigerators	1465.1	N/a	0.00	\$6,484	\$5,884.00	0.00	PO issued	
PHA -Wide	Dwell Struct: Replace Hot Water tanks	1460	As needed	\$3,500	\$1500	0.00	0.00		
PHA-Wide	Non-Dwellg Equip: Vehicles/Tools; Office equipment; Computer Hardware	1475	N/a	\$19,500	\$16,500	\$4,691.28	\$2,691.28		
P064-001	Parking lots – seal and restripe	1450	7 sites	\$10,600	\$8,861.81	\$8,861.81	0.00	PO issued	
Scat.Site: Family N.Maple; Green Rd; Platt Rd S7/WW;Oakwd S.Maple;Hikone	Parking lot expansion	1450	1 sites	\$37,954.67	\$37,954.67	\$37,166.74	\$0.00	Held up by City Bldg Dept	
	Drainage work, replaced with Ext.Lighting upgrade- N.Maple	1450	1 site	\$38,000.00 0.00	0.00 \$44,206.56	0.00 \$5,400.00	0.00 0.00	Shift from CFP501	
	Fencing; signage; planting	1450	3 sites	\$23,277.38	\$23,277.38	\$23,277.38	\$20,452.77	In process	
	Dwelling Structures: Doors- Replace closet doors	1460	7 sites	\$130,216.37	\$130,216.37	\$130,216.37	\$94,530.32	In process	
	Kitchens- install s/s stove backsplashes	1460	6 sites	\$6,605.25	\$6,605.25	\$6,605.25	\$2,100.00	In process	
	Exterior-painting non-siding elements	1460	2 sites	\$19,571.10	\$19,571.10	\$19,571.10	\$19,571.10	Complete	
	Exterior – lock replacement	1460	2 sites	\$11,133.00	\$5,046.18	\$3,750.98	\$2,546.18	In process	
	Install ceiling fans- PLT	1460	1 site	\$1,996.25	\$1,996.25	\$1,996.25	\$1,996.25	Complete	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP# MI28P064707-99 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised (2)	Funds Obligated	Funds Expended		
P064-003 Scat.Site: Mixed	Site Work: Parking lots – seal and restripe	1450	2 sites	\$2,000	\$2,249.56	\$2,249.56	\$0.00	PO issued	
White/State/Henry Brdway; Platt (col)	Landscaping-WSH	1450	1 site	\$5,675.62	\$5,675.62	\$5,675.62	\$5,675.62	Complete	
	Dwell Struct: Canopy over entry doors-WSH	1460	1 site	\$20,682.98	\$20,682.98	\$20,682.98	\$20,682.98	Complete	
P064-005	Site: Parking lot seal & restripe	1450	1 site	\$2,000.00	0.00	0.00	0.00	Deleted	
Elderly/Disabled	Dwell Struct: Install ceiling fans	1460	104 units	\$27,556.11	\$27,556.11	\$27,556.11	\$27,556.11	Complete	
Miller Manor	Mechanical-new boiler(emergency)	1460	1 site	\$8,500.00	\$8,500.00	\$8,500.00	0.00	PO issued	
	Non-dwell struct: new roof admin office	1470	1 site	\$51,374.14	\$51,374.14	\$51,374.14	\$51,374.14	Complete	
	Non-Dwell Equip: new furniture-lobby	1475	1 site	\$5,000.00	\$4,331.26	\$4,331.26	\$4,331.26	Complete	
	Non-Dwell Equip:elevator-emerg repair	1475	1 site	\$36,071.00	\$36,071.00	\$36,071.00	\$27,556.11	In process	
P064-007	Site: Parking lot seal & restripe	1450	1 site	\$2,000	0.00	0.00	0.00	Deleted	
Elderly/Disabled	Redesign of Main St. entrance	1450	1 site					deleted	
Baker Commons	Non-Dwell Struct: Library – ceiling tiles	1470	1 room	\$300.00	\$300.00		\$0.00	AAHC todo	
	Non-Dwell: new carpet in office	1470	1 room	\$800.00	\$166.25	\$166.25	0.00	PO issued	
	Non-Dwell equip: trash compactor replm	1475	1 site	\$11,742.66	\$11,742.66	\$11,742.66	\$11,742.66	Complete	
	Non-Dwell equip: lobby furniture	1475	1 site	\$5,000	\$5,000	\$2,774.32	\$2,774.32	Partial	
P064-008									
Scat Site: Family	Site: Parking lot seal & restripe	1450	3 sites	\$4,500	\$2,187.37	\$2,187.37	0.00	PO issued	
N.Maple;Hillside;									

Mallets Ck;Evelyn									
Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP# MI28P064707-99 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised (2)	Funds Obligated	Funds Expended	

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP# MI28P064707-99 Capital Fund Program No: Replacement Housing Factor No:					Federal FY of Grant: 1999	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
HA-Wide	Original	Revised	Actual	Original	Revised	Actual		
1408	Mar-01			Sept-02				
1410	Mar-01		Dec-00	Sept-02				
1430	Mar-01			Sept-02				
1460	Mar-01			Sept-02				
1465	Mar-01			Sept-02				
1475	Mar-01			Sept-02				
P064-001								
Green Baxter Ct	Mar-01		Dec-00	Sept-02				
South Maple	Mar-01		Dec-00	Sept-02				
Hikone	Mar-01			Sept-02				
NorthMaple	Mar-01			Sept-02				
Oakwood	Mar-01		Dec-00	Sept-02				
Platt	Mar-01		Dec-00	Sept-02				
Seventh/Wash	Mar-01		Dec-00	Sept-02				

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP# MI28P064707-99 Capital Fund Program No: Replacement Housing Factor No:					Federal FY of Grant: 1999	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
P064-003								
Broadway	Mar-01		Dec-00	Sept-02				
Platt Colonial	Mar-01		Dec-00	Sept-02				
White/State/Henry	Mar-01		Dec-00	Sept-02		Dec-00		
P064-005								
Miller Manor	Mar-01		Dec-00	Sept-02				
P064-007								
Baker Commons	Mar-01		Dec-00	Sept-02				
P064-008								
Mallets Creek	Mar-01		Dec-00	Sept-02				
Hillside	Mar-01		Dec-00	Sept-02				
N.Maple	Mar-01		Dec-00	Sept-02				

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP#MI28P064706-98 Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 1998
<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: 12/31/00 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations	0.00	0.00	0.00	0.00
3	1408 Management Improvements Soft Costs	\$35,811.84	\$35,811.84	\$35,811.84	\$35,811.84
	Management Improvements Hard Costs	0.00	0.00	0.00	0.00
4	1410 Administration	\$33,000.00	\$33,000.00	\$33,000.00	\$33,000.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	\$65,891.34	\$65,891.34	\$65,891.34	\$64,833.34
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	\$45,859.10	\$45,859.10	\$45,859.10	\$45,859.10
10	1460 Dwelling Structures	\$258,136.23	\$258,136.23	\$258,136.23	\$258,136.23
11	1465.1 Dwelling Equipment—Nonexpendable	\$8,771.90	\$8,771.90	\$8,771.90	\$8,771.90
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	\$43,740.59	\$43,740.59	\$43,740.59	\$43,740.59
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: ANN ARBOR HOUSING COMMISSION	Grant Type and Number CGP#MI28P064706-98 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 1998
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
X Performance and Evaluation Report for Period Ending: 12/31/00 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1502 Contingency	0.00	0.00	0.00	0.00
	Amount of Annual Grant: (sum of lines 1..19)	\$491,211.00	\$491,211.00	\$491,211.00	\$490,153.00
	Amount of line XX Related to LBP Activities	0.00	0.00	0.00	0.00
	Amount of line XX Related to Section 504 compliance	\$16,705.55	\$16,705.55	\$16,705.55	\$16,705.55
	Amount of line XX Related to Security –Soft Costs	\$18,000	\$18,000	\$18,000	\$18,000
	Amount of Line XX related to Security-- Hard Costs	0.00	0.00	0.00	0.00
	Amount of line XX Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
	Collateralization Expenses or Debt Service	0.00	0.00	0.00	0.00

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP# MI28P064706-98 Capital Fund Program Grant No: Replacement Housing Factor Grant No:					Federal FY of Grant: 1998		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
PHA-Wide	Management Improvements	1408	N/a	\$35,811.84	\$35,811.84	\$35,811.84	\$35,811.84	Complete	
PHA-Wide	Admin Salaries & Benefits	1410	N/a	\$33,000.00	\$33,000.00	\$33,000.00	\$33,000.00	Complete	
PHA-Wide	A&E Fees; Clerk of Works	1430	N/a	\$65,891.34	\$65,891.34	\$65,891.34	\$64,833.34	Open-for CGP707 fees	
PHA-Wide	Dwelling Equip: Ranges& Refrigerators	1465.1	N/a	\$8,771.90	\$8,771.90	\$8,771.90	\$8,771.90	Complete	
PHA-Wide	Non-Dwellg Equip: Vehicles/Tools; Office equipment; Computer Hardware	1475	N/a	\$41,022.09	\$41,022.09	\$41,022.09	\$41,022.09	Complete	
P064-001	Playground equipment;landscaping	1450	4 sites	\$43,347.10	\$43,347.10	\$43,347.10	\$43,347.10	Complete	
8 Scattered Sites: Family	Plumbing; Electrical; HVAC work	1460	6 sites	\$46,478.82	\$46,478.82	\$46,478.82	\$46,478.82	Complete	
P064-003	Drainage work	1450	1 site	\$2,512.00	\$2,512.00	\$2,512.00	\$2,512.00	Complete	
3 Scattered Sites	HVAC duct cleaning	1460	2 sites	\$2,865.00	\$2,865.00	\$2,865.00	\$2,865.00	Complete	
Gen'l Occy	504 Access: Doors	1460	1 site	\$16,705.55	\$16,705.55	\$16,705.55	\$16,705.55	Complete	
P064-005	Painting-stairwells: 7 floors x2	1460	1 site	\$8,521.29	\$8,521.29	\$8,521.29	\$8,521.29	Complete	
Miller Manor	Security – upgrade card key system	1475	1 site/104apt	\$2,718.50	\$2,718.50	\$2,718.50	\$2,718.50	Complete	
P064-007	Kitchen Rehab-cabinets& countertops	1460	64 units	\$183,565.57	\$183,565.57	\$183,565.57	\$183,565.57	Complete	
Baker Commons									

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

PHA Name: ANN ARBOR HOUSING COMMISSION		Grant Type and Number CGP# MI28P064706-98 Capital Fund Program No: Replacement Housing Factor No:					Federal FY of Grant: 1998
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1408: HA-Wide	Mar-00		Mar-00	Sept-01		Sept-00	
1410: HA-Wide	Mar-00		Mar-00	Sept-01		Sept-000	
1430: HA-Wide	Mar-00		Mar-00	Sept-01			
1465.10: HA-Wide	Mar-00		Mar-00	Sept-01		Jun-00	
1475: HA-Wide	Mar-00		Mar-00	Sept-01		Sept-00	
1450/1460: P064-001	Mar-00		Mar-00	Sept-01		Jun-00	
1450/1460: P064-003	Mar-00		Mar-00	Sept-01		Jun-00	
1450/1460: P064-005	Mar-00		Mar-00	Sept-01		Jun-00	
1450/1460: P064-007	Mar-00		Mar-00	Sept-01		Jun-00	

APPENDIX C – Agency Plan
Section 8 Homeownership Statement of Capacity

The Ann Arbor Housing Commission satisfies HUD's requirement for capacity to operate a successful Section 8 Homeownership program by incorporating 24 CFR §982.625(d)(1) into its policy for program administration. Specifically compliance is met by requiring the "homeowner" to make a down payment of at least three- percent of the purchase price for participation in our Section 8 Homeownership program. In addition, at least one percent of the purchase price (for down paymnet) must come from the families' personal resources.

As a further measure to establish capacity, financing must meet one of the following criteria:

- 1) Financing must be provided, insured or guaranteed by state or Federal government; or
- 2) Financing must comply with the secondary mortgage market underwriting requirements; or
- 3) Financing must comply with generally accepted private sector underwriting.

These requirements while incorporated into the Ann Arbor Housing Commission's policy are taken directly from 24 CFR 982.625 (d)(2).

APPENDIX D – Agency Plan Implementation of Public Housing Community Service Requirements

Each non-exempt adult (18 years of age and older) resident of public housing must contribute eight hours per month of community service or participate in a self-sufficiency program for eight hours in each month. This requirement becomes effective following execution of a lease containing these provisions by the family head of household.

Persons who may be exempt from this requirement would include those persons who are:

- 1) 62 years or older;
- 2) A person with a vision impairment or other persons with disabilities as defined under the Social Security Act, and who is unable to comply with this section, or who is a primary caretaker of such an individual;
- 3) Engaged in a work activity as defined under Section 407(d) of the Social Security Act;
- 4) Engaged in a work activity under a state-funded program or under a welfare program of that state in which the PHA is located and is in compliance with such program.

Exemptions are not automatic. Those public housing residents who believe they qualify for exemptions must certify as to their inability to comply with the Community Service Requirement (for elderly and disabled residents) or certify as to their participation in an eligible work activity as provided for in 24 CFR 960.603 –611. Exemptions may be verified through a third party verification process.

The Ann Arbor Housing Commission will review its records to determine individuals and/or families for whom the community service requirement appears to apply. These persons will be notified of their obligation to comply, and/or given an opportunity to declare and verify an exemption. For those whom Community Service is a requirement, they will be presented with the following options: (1) work with a non-profit agency identified by the Ann Arbor Housing Commission, (2) work on an Ann Arbor Housing Commission property performing various landscaping functions; or (3) submit an alternate work site/type for review and approval by the Ann Arbor Housing Commission.

Annually, in conjunction with the annual rectification process, the family must submit verification of work completed to the Ann Arbor Housing Commission staff responsible for review of family composition and income. The Ann Arbor Housing Commission will review information submitted to verify compliance. In the event the family/individual failed to complete the requisite hours under community service, the Ann Arbor Housing Commission will notify the family/individual of:

- 1) Their non-compliant status;
- 2) The corrective action necessary and time frame required to become compliant;
- 3) The effect of continued non compliance in the form of lease termination;
- 4) The resident's right to a grievance.

If the resident is complaint and there are no other lease violations, the resident's lease will be renewed according to the terms of the Ann Arbor Housing Commission's policies and lease language.

If the resident is non-compliant and fails to "cure" the non-compliance, the Ann Arbor Housing Commission will pursue legal action to terminate the lease agreement.

Appendix E – Pet Policy Executive Narrative

The Ann Arbor Housing Commission adopted its current pet policy on February 2, 2000 and made subsequent revisions on March 21, 2001 to incorporate the admission of canines as pets into its family developments in compliance with federal regulations. Dogs had been prohibited in family developments since March 1986 because of the failure of families to responsibly care for these pets; therefore, the Ann Arbor Housing Commission sought comments from public housing tenants on how to manage this new mandate as well from private sector property management.

Restrictions were placed on the size/capacity of aquariums, the size of dogs at full-growth as well as prohibitions against breeds that tend to exhibit aggressive tendencies. All pets are required to be registered with the Ann Arbor Housing Commission including the submission of a photograph of the animal, the name address and telephone number of a person who will care for the animal in the event the leaseholder becomes incapacitated and a refundable pet deposit of \$25 for mice, fish, birds and \$150 for dogs and cats. In addition a surcharge of \$10 is added to the monthly rental obligation for renters with dogs. Those families for whom a service dog is needed to assist a disabled family member are exempt from paying the security deposit and monthly surcharge.

In response to appeals by elderly residents, the Commission revised its policy regarding pets in elderly developments by reducing the pet fee for dogs and cats to \$50 and the monthly surcharge from \$10 to \$5 per month. This was done in part to acknowledge the importance of pet companionship to the elderly, their tendency toward heightened responsibility and their limited financial resources.

Registration of the pet also includes the submission of information including proof of current inoculations, evidence of an identification tag and animal license and proof of spaying or neutering.

Pet owners are required to have their pet “under reasonable control” as defined by our local City Code, which includes having the animal (dog and cat) leashed when not in the resident’s apartment. Tethering or the use of outside cages or doghouses is prohibited.

Sanitation standards were established, prohibiting the animal from excreting or defecating anywhere in the building or apartment except in the case where litter boxes are used for cats or other small non-dog pets. Pet owners must comply with the City Code for removal and disposal of dropped feces anywhere in the building or on the grounds.

Residents are not permitted to pet-sit and guest (with the exception of seeing-eye dogs for the blind) are not permitted to bring pets on the premises. Dogs and cats must wear flea collars between March and October and if extermination services for fleas are deemed necessary, the resident will pay for such treatment. Only one animal will be permitted per apartment.

The pet policy is incorporated by reference into the lease agreement and violations of the pet policy are considered a material default of the lease. New residents are provided a copy of the pet policy along with the lease, tenant handbook and other relevant policies during orientation and move-in.

Appendix F

Progress Statement on 5-Year Plan Goals

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

AAHC Goal: Expand the supply of assisted housing

Objectives 1 and 2 remain unchanged and continue to be a challenge.

3 is in process: utilizing a U of M graduate Urban Planning student we

Are exploring the creation of an affiliated 501©3. His report will be presented
Before 6/30/01.

AAHC Goal: Improve the quality of assisted house.

Objectives 1 through 5 have been actively pursued.

#1 – PHAS -- “Standard performer score of 67.5” achieved for FY00—will seek to make incremental improvements in finance and unit turnaround areas.

#2 – SEMAP – not officially scored this year; however, major efforts made in critical HQS review, file audit and Expanding Housing Opportunity areas. GIS study completed on Section 8 lease-up by UofM graduate interns.

#3 – Customer Satisfaction: 3 resident newsletters have been published this calendar year; monthly maintenance tips issued with every rent statement; Resident Advisory Board meeting on regular monthly schedule.

#5 – Modernization – open CGP grants on schedule; and bidding out for CFP501-00 in process.

AAHC Goal: Increase assisted housing choices

Objectives 1 through 3 have all been acted on.

#1 – 4 Landlord workshops conducted; direct outreach to new landlords is in process.

#2 – Board approved raising Payment Standard to 105% to assist lease-up efforts.

#3 – Section 8 Homeownership initiative – Study of models completed; meeting with counselors, bankers, FHA, and other interested city staff conducted; Section 8 admin plan revised and going to Board for approval in January. Implementation phase scheduled for spring, 2001.

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

AAHC Goal/ Objectives:

#1 – done: working family preference and flat rents implemented.

#2 – upgrade security – in process: Study of Baker and Miller by Security Consultant completed with recommendations on most cost-effective security options. Funds allocated in CFP to address.

#3 – New signage and landscape work completed at two sites, with two more scheduled for spring, 2001, and other work itemized in CFP 5-year plan.

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

AAHC Goal/Objectives:

#1 – achieved; greater number and percentage of working families assisted by adoption of working family preference. After 6 months of flat rents, 15 households have elected.

#2 – Supportive Services – actively working with subcontractor under Section 8 Welfare to Work allocation to assist in employment opportunities.

#3 – Supportive services for Elderly/Disabled – leveraged full-time Community Mental Health case manager to be on-site, full-time at Miller Manor. First pilot project for on-site community mental health monitoring. Continue to be a placement site for Nursing Students and Occupational Therapy students to do community service.

#4 -- Community Centers – Two elder/disabled high-rises now have on-site computers available for resident training and use, bringing site total up to 6 for computer centers.

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

AAHC Goal/Objectives: #1 and 2 are on going. Experiencing increase in immigrant lease-up.

#3 – remains open item, but incorporated in CFP 5-year plan.

Appendix G
Resident Membership of PHA Governing Board

Michael Martin
1719 Green Road
Ann Arbor, MI 48105

Mr. Martin serves as the Resident Commissioner on the Board. He was re-appointed in May, 1998 by the Mayor and City Council of Ann Arbor to complete a five-year term expiring April, 2003. Mr. Martin is a long-time Ann Arbor resident, who currently lives at a family site but previously lived at an elder/disabled site.

Appendix H
AAHC RESIDENT ADVISORY BOARD MEMBERS

Public Housing Residents:	Applicable Grant Programs offered at that site:				
	Drug Elim PHDEP	SupSvc SSC	TenOppPrg TOP	CapFundPrg CFP	ResCoun RC
Jackie Wilson, (Fam) 721 N.Maple, AA 48103	Yes	No	Yes	Yes	Yes – CI
Kathy Scott, (Fam) 870 S.Maple, AA 48103	Yes	No	No	Yes	Yes – SM
Deborah Gibson, (Eld/Dis) 727 Miller Ave #410, 48103	No	Yes	Yes	Yes	Yes - MM
Clinton Smith (Eld/Dis) 1508 Broadway, #C4, AA 48105	No	No	No	Yes	No

Others Invited who have not attended meetings:

Doug Dunder (Eld/Dis) 106 Packard, #506, AA 48104	No	Yes	No	Yes	No
Ron McGill (Eld/Dis/Fam) 1520 White#211, AA 48104	No	No	No	Yes	No

No residents from Hikone or Green Road have expressed interest in participating.
 Mass mailings have been sent out twice, each of the last two years, soliciting interest.

Section 8 Participants:

Dorma Burnside, 3979 Sparrow Wood Drive, Ann Arbor, MI 48108
 Mary Crouch, 1114 N. Maple Road, Ann Arbor, MI 48103
 Taneya Cage, 514 Onondaga, Ypsilanti, MI 48198

**APPENDIX I
ORGANIZATIONAL CHART**

Board of Commissioner's
Larry French, President
Hazel Turner, Vice-President
Kate Warner
Michael Martin
Robin Stephens

Executive Director
Elizabeth Lindsley

Fiscal/Admin Mgr
Ademola Osofisan

Acct. Clerk II
Betsy Cornellier

Acct. Clerk I
Gayland Thompson

Clerk Typist I
Gayle White

Maintenance Suprvr
Matthew Waldsmith

Clerk III
Rochelle Baker

HQS Inspector
Paul Winters (.5 FTE)

Maintenance WKRS II
Joe Buford
Gib Blevins
Jim Hughes
Dale Johnson
Paul Winters (.5 FTE)

Maintenance WKR I
Mike Whitehead

Hsg. Prgrms. Mgr.
Cynthia C. Telfer

Section 8 Coordinators:
Ann Anglin; Catriona Mortell;
Leslee Clerkley
Sue Niedzielski

Public Housing Specialist:
Kathleen Schlipp

Clerk III (section 8)
Dena Cage

Intake/Waitlist Specialist
Sharri Norris

APPENDIX J

5-Year Action Plan for Capital Fund (Component 7)

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	Green Road	2	8%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$2,000	FY2004
Site Improvements - Landscape/concrete			\$1,000	FY2003
Drainage-Improve concrete around buildings			\$40,000	FY2004
Dumpster – Replace			\$700	FY2005
Playground – Upgrade equipment			\$3,000	FY2005
Siding - Paint trim			\$16,000	FY2005
HVAC - New furnaces			\$48,000	FY2005
Seal/stain wood privacy fences			\$4,800	FY2003
HVAC - Install central air conditioning			\$76,800	FY2007
Roofing - Replace gutters, downspouts, fascia, soffits			\$20,000	FY2003
Siding - Install vinyl siding			\$120,000	FY2007
Insulate over stairwells			\$7,000	FY2006
Appliance replacement			\$7,000	FY2003
Community Center-Expand/504/add 1/2 bath			\$50,000	FY2004
Flooring – 1 st floor tile replacement			\$48,000	FY2007
Total estimated cost over next 5 years			\$445,300.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	Maple Meadows	4	13%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$4,000	FY2004
Drainage-Improve concrete around buildings			\$40,000	FY2004
Landscaping - Replace flower boxes			\$16,900	FY2005
Site Improvements - Landscape/concrete			\$1,000	FY2005

Dumpster – Replace	\$700	FY2005
Playground - Upgrade equipment	\$2,000	FY2005
Walls/Ceilings - Install ceiling fans (2/unit)	\$12,000	FY2003
Siding - Install vinyl siding, gutters, fascia & soffits	\$150,000	FY2003
Exterior – Paint wood trim	\$20,000	FY2005
Exterior -Seal/stain wood privacy fences	\$6,000	FY2005
Insulate over stairwells	\$9,000	FY2006
Bathroom - Floor drains in some apts are not connected, repair	\$6,000	FY2006
Appliance replacement	\$17,500	FY2003
Community Center-Expand/504/add 1/2 bath	\$50,000	FY2004
Flooring- replace kitchen floors	\$50,000	FY2006
Replace kitchen counter tops	\$18,000	FY2006
Total estimated cost over next 5 years	\$403,100.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI28P064-001	Hikone	2	7%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip		\$4,000	FY2004
Site Improvement/LBP removal parking bollard		\$10,000	FY2003
Site Improvements – Landscape; tree trimming		\$5,000	FY2004
Site Imprvmt – Fence replacement, parking lot side		\$2,500	FY2004
Foundation waterproofing (2758)		\$6,000	FY2004
Dumpster – Replace		\$700	FY2005
Playground - Upgrade equipment		\$2,000	FY2005
Int. Flooring – replace tile 2 nd floor		\$60,000	FY2004
Exterior – Paint wood trim		\$20,000	FY2005
Seal/stain wood privacy fences		\$6,000	FY2005
Plumbing - Replace hot water tanks		\$6,000	FY2005
Plumbing-Kitchen/bath shut-off valves		\$3,900	FY2003
Siding - Install vinyl siding		\$150,000	FY2006
Insulate over stairwells		\$9,000	FY2006
Replace Comm. Ctr. entrance door w/steel w/panic bar		\$2,000	FY2003
Total estimated cost over next 5 years		\$287,100.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	North Maple	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$7,000	FY2004
Site Improvements - concrete work: sidewalk leveling & courtyards			\$10,000	FY2004
Foundation Waterproofing – (715/717/737)			\$45,000	FY2004
Dumpster – Replace			\$700	FY2005
Playground - Upgrade equipment			\$4,000	FY2007
Kitchen counter tops			\$12,000	FY2005
Flooring - Replace flooring (1st floor)			\$50,000	FY2003
Doors - Upgrade exterior locks			\$8,000	FY2004
Insulate over stairwells			\$6,000	FY2006
Flooring - Replace flooring (2nd floor)			\$50,000	FY2007
Appliance replacement			\$4,200	FY2003
Total estimated cost over next 5 years			\$196,900.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	Oakwood	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$1,000	FY2004
Drainage/Site Improvement – Soil grading			\$6,000	FY2003
Seal wood stairs/deck upgrades			\$15,000	FY2003
Flooring-Replace flooring (1st level)			\$7,500	FY2005
Siding - Paint trim			\$3,000	FY2005
Plumbing - Replace hot water tanks			\$600	FY2006
Flooring-Replace flooring (2nd level)			\$7,500	FY2006
Additional linen space-upstairs bathroom (above towel rack)			\$3,000	FY2006
Insulate over stairwells			\$975	FY2006
Appliance replacement			\$2,100	FY2005
Total estimated cost over next 5 years			\$46,675.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064	Platt Road (Upper)	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$1,000	FY2004
Rebuild catch basin-parking lot			\$2,000	FY2003
Seal wood stairs/deck expansion			\$34,000	FY2005
Flooring-Replace flooring (1st level)			\$10,000	FY2005
Flooring-Replace flooring (2nd level)			\$10,000	FY2006
Plumbing - Replace hot water tanks			\$800	FY2005
Exterior – Paint wood trim			\$4,000	FY2005
Insulate over stairwells			\$1,200	FY2006
Additional linen space-upstairs bathroom (above towel rack)			\$4,000	FY2006
Appliance replacement			\$2,800	FY2005
Total estimated cost over next 5 years			\$69,800.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-001	7 th /Washington	1	13%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$2,400	FY2004
Site Improvements - Landscape/concrete leveling			\$5,000	FY2003
Foundation waterproofing – unit 233			\$2,000	FY2004
Install doorbells			\$2,500	FY2003
Insulate W.W. floor joists			\$400	FY2003
Bathrooms - New bathtub liners & tub surrounds			\$9,000	FY2004
Seal/stain wood privacy fences-SS			\$1,600	FY2005
Seal wood stairs/deck - W.W.			\$600	FY2005
Install extra shelving in pantry (between stove & bathroom)			\$1,000	FY2006
Plumbing - Replace hot water tanks			\$2,000	FY2006
Exterior – Paint wood trim			\$5,000	FY2006
Appliance replacement			\$2,800	FY2005
Storage sheds			\$40,000	FY2006
Parking lot canopies			\$10,000	FY2007
Total estimated cost over next 5 years			\$84,300.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-003	Broadway	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$4,000	FY2004
Dumpster – Replace			\$700	FY2003
Site Improvements - Landscape			\$2,000	FY2005
Foundation - Repair 1506 cracks			\$10,000	FY2003
Install awnings or window reflective shealth on south side (1504 & 1506)			\$7,200	FY2003
Flooring - Install new carpeting			\$14,000	FY2005
Plumbing - Upgrade bathrooms, include h2o saving toilets			\$20,000	FY2004
HVAC-Install central air conditioning			\$100,000	FY2006
Install roof antennas			\$9,000	FY2004
Appliance replacement			\$5,600	FY2003
Furnish community room-1506: rug; chairs, couch, tables, lamps			\$2,500	FY2003
Total estimated cost over next 5 years			\$175,000.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-003	Platt Road (Colonial Sq)	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$1,000	FY2004
Site Imprvt – Landscaping			\$2,000	FY2003
Porch – repair/replace brick stoop/porch			\$5,000	FY2003
Electrical – lighting for stairwell to basement			\$2,500	FY2003
HVAC - New furnaces			\$10,000	FY2005
Plumbing - Replace hot water tanks			\$1,000	FY2005
Install wood privacy fences-rear			\$10,000	FY2006
Insulate over stairwells			\$1,500	FY2006
Appliance replacement			\$2,100	FY2003
Total estimated cost over next 5 years			\$35,100.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-003	White/State/Henry	1	3%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$3,000	FY2004
Dumpster – Replace			\$700	FY2005
Fencing – ornamental in rear			\$8,000	FY2004
Landscaping - Plantings/shrubs- State St side			\$5,000	FY2006
Gate access to parking lot			\$15,000	FY2004
Roofing - Replace roofing & gutters			\$24,000	FY2003
Insulate over stairwells			\$5,600	FY2005
Basements- fix ceiling, lighting, storage units			\$30,000	FY2005
Plumbing - Replace hot water tanks			\$5,600	FY2005
Windows - Upgrade picture windows			\$14,000	FY2006
Flooring - Replace common area flooring			\$10,500	FY2004
Appliance replacement			\$7,000	FY2003
Total estimated cost over next 5 years			\$128,400.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-005	Miller Manor	7	6.8%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$4,000	FY2004
Site Impvmt - Repair perimeter fencing			\$5,000	FY2004
Paint occupied units			\$72,000	FY2005
Replace carpet in community room			\$4,000	FY2004
Replace carpet in common hallways			\$42,000	FY2004
Bathrooms - Additional bathroom shelves			\$10,400	FY2006
Doors - Door guards on handicap units, trash, and laundry room doors			\$5,000	FY2003
Appliance replacement			\$17,500	FY2003
Plumbing- replace bath drains w PVC			\$50,000	FY2003
New Elevators			\$300,000	FY2007
Roof replacement – community room			\$10,000	FY2005
New doors lobby to community room			\$2,000	FY2005
New Trashroom doors			\$2,000	FY2005
Lobby/Comm Rm - New furniture			\$5,000	FY2006
Total estimated cost over next 5 years			\$528,900.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-007	Baker Commons	2	3%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$4,000	FY2004
Site Improvements - Landscape			\$1,000	FY2006
Paint hallways, trashrooms, elevator doors (5 floors)			\$24,000	FY2005
New chiller unit			\$100,000	FY2004
Kitchens - Replace stove hood vent fans			\$4,800	FY2005
Appliance replacement			\$7,000	FY2003
Plumbing – replace sinks & Bathroom cabinets			\$45,000	FY2005
Plumbing – replace faucets in 8 h/c units			\$1,000	FY2005
Community Room-Openable windows or reflective window coverings			\$4,000	FY2006
Floors- replace some hallway carpet (3 flrs) + dining room			\$19,000	FY2003
Paint fence, lattice, balcony planters; fuel tank & gas line			\$2,000	FY2003
TV components replacement			\$6,000	FY2003
Lobby/Comm space furniture			\$5,000	FY2007
Total estimated cost over next 5 years			\$222,800.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-008	Evelyn Court	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Landscaping - Plantings/shrubs			\$1,000	FY2005
Seal Driveway			\$250	FY2004
Insulate crawl space			\$1,000	FY2006
Repair/replace flooring throughout			\$3,000	FY2006
Total estimated cost over next 5 years			\$5,250.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-008	North Maple (Duplexes)	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$2,000	FY2004
Landscaping - Plantings/shrubs & reseed or fertilize front lawn			\$2,500	FY2003
Seal wood stairs/decks			\$1,000	FY2005
Appliance replacement			\$2,800	FY2006
Total estimated cost over next 5 years			\$8,300.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-008	Mallets Creek	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$2,000	FY2004
Landscaping - Plantings/shrubs & fertilize lawn			\$3,000	FY2003
Seal wood stairs/decks			\$3,000	FY2005
Appliance replacement			\$4,200	FY2006
Total estimated cost over next 5 years			\$12,200.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064-008	Hillside	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Parking lot -Seal & Restrip			\$3,000	FY2004
Landscaping - Plantings/shrubs & reseed/fertilize lawn			\$8,000	FY2003
Seal wood stairs/decks			\$3,000	FY2005
Appliance replacement			\$4,200	FY2006
Total estimated cost over next 5 years			\$17,200.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI28P064	PHA-Wide	18	5%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
1406 Operations			\$100,000	FY2003
1408 Management Improvements				
Resident Training			\$15,000	FY2003
Security/Crime Elimination			\$50,000	FY2003
Resident Initiatives Coordinator			\$100,000	FY2003
Staff Training			\$40,000	FY2003
Computer Software Upgrade			\$15,000	FY2003
1410 Administrative Salaries				
Administrative Salaries			\$190,000	FY2003
1430 A & E Fees				
A & E Fees			\$160,000	FY2003
Advertisements			\$10,000	FY2003
Clerk of the Works			\$75,000	FY2003
1475 Non Dwelling Equipment (PHA-Wide)				
Maintenance Tools/Vehicle			\$54,000	FY2003
Office Equipment			\$25,000	FY2003
Computer Hardware Upgrade			\$37,500	FY2003
1490 Replacement Reserves				
			100,000	FY2003
Total estimated cost over next 5 years			\$834,700.00	

APPENDIX K

Substantial Deviation

“Substantial Deviation” from the five-year plan in the Agency Plan or “significant amendment or modification” of the Annual Plan requires the Ann Arbor Housing Commission to submit a revised “PHA Plan” that has met full public process requirements.

“Substantial Deviation” means a change in policy that redirects the Ann Arbor Housing Commission’s course and/or revises the mission, goals and objectives of the Ann Arbor Housing Commission.

“Significant amendment or modification” means changes to the Ann Arbor Housing Commission policies that reflect a directional shift from the published mission and policies included in the Annual and Agency Plan.

Changes in the following areas may qualify as a “significant amendment or modification”:

- 1) Changes to rent, i.e. increasing or decreasing minimum rent
- 2) Changes to Admission’s policies and organization of the waiting list
- 3) Additions of non-emergency work items, (items not included in the current Annual Statement or 5-year Action Plan), or a change in use of replacement reserve funds under the Capital Fund.
- 4) Changes in activities not included in the current PHDEG Plan that would change the programs focus, i.e., shifting from Reimbursement of Law enforcement to Tenant Patrols.
- 5) Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Changes to Ann Arbor Housing Commission internal policies that regulate administrative functions, such as, Check Signing Policy, Travel Policy, Vehicle Use Policy, are not included in the definitions or examples listed above.

Changes to Occupancy Policies (Public Housing and Section 8) that clarify or expound on existing policies included in the Agency Plan are not considered for the purpose of this definition.

Changes to policies included in the Annual Plan and Agency Plan that are as a result of regulatory requirements are also not considered by the Ann Arbor Housing Commission and the Department of Housing and Urban Development to be significant amendments.

APPENDIX L

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

- 1. General Information/History**
- 2. PHDEP Plan Goals/Budget**
- 3. Milestones**
- 4. Certifications**

Section 1: General Information/History

A. Amount of PHDEP Grant \$88,695

B. Eligibility type (Indicate with an “x”) N1 _____ N2 _____ R

C. FFY in which funding is requested FY2001

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

This plan is the continuation of a comprehensive drug elimination program involving community policing (over baseline services), prevention programs targeted to youth at risk and an intervention/treatment component primarily addressing adult needs.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
S. Maple, N. Maple, Hikone, Green MI064-001	107	400
Partial Project MI064-008	10	30

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months _____ 12 Months 18 Months _____ 24 Months _____ Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicates the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1996	\$172,000	MI28DEP0640196	-0-	09/30/98	09/30/98
FY 1997	\$103,200	MI28DEP0640197	-0-	09/18/99	09/18/99
FY 1998	\$108,600	MI28DEP0640198 *	-0-	N/A	09/30/00
FY 1999	\$ 79,399	MI28DEP0640199	\$27,000 **	N/A	09/30/01
FY 2000	\$ 82,750	MI28DEP0640100	\$82,750 ***	N/A	06/30/02

* Will be closed via PIC reporting system when system is operable.

** Estimate as of 3/31/01 based on actuals at 12/31/00

*** Program will commence 7/01.

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

AAHC’s target area encompasses our four major scattered public housing family sites ranging from 20-30 units each, plus two closely proximate smaller scattered family complexes of 4-6 units. This strategy is multi-pronged, in terms of contracting with the Ann Arbor Police Department for a community oriented policing team assigned solely to our target sites, to increase their presence above baseline service, contracting with four community-based non-profit service agencies (and potentially one resident council), each linked to a specific site and providing prevention and intervention services dictated by the needs and desires of the residents at those sites. Our overriding goal is to eliminate drug use and drug-related activities at our sites and by our residents with an ultimate outcome of building youth and adult capacity to resist drugs and to improve self-sufficiency opportunities, through positive, constructive activities, educational programs, and family/community supportive services. Program monitoring takes place through regular monthly meetings of collaborative plan partners, submission of monthly reports, and through the annual resident safety/security survey results.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2001 PHDEP Budget Summary

Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	\$26,000
9120 - Security Personnel	N/A
9130 - Employment of Investigators	N/A
9140 - Voluntary Tenant Patrol	N/A
9150 - Physical Improvements	N/A
9160 - Drug Prevention	\$45,500
9170 - Drug Intervention	\$10,000
9180 - Drug Treatment	N/A
9190 - Other Program Costs	\$7,195
	N/A
TOTAL PHDEP FUNDING	\$88,695

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement						Total PHDEP Funding: \$ 26,000	
Goal(s)	Eliminate the use of drugs and drug-related criminal activity						
Objectives	1) Increase visibility of police within the targeted communities 2) Increase resident involvement in drug/crime prevention through improved resident/COP communication and trust						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Foot, bike, car patrols			10/01/01	09/30/02	\$26,000	\$55,000 City Match	Per resident survey #4: decrease in perception of site-based drug use and drug-related activities
2. Surveillance			10/01/01	09/30/02			Per Police Reports: increase in police citation/conviction for site-based drug activity
3. Site Based meetings with Residents or Councils and event activities			10/01/01	09/30/02			Per resident survey (1-3): increase in resident perception of safety at site.

9120 - Security Personnel NOT APPLICABLE	Total PHDEP Funding: \$

Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators NOT APPLICABLE					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							

9140 - Voluntary Tenant Patrol NOT APPLICABLE					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements NOT APPLICABLE					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ 45,500		
Goal(s)	Build youth and adult capacity to resist drugs and promote self-sufficiency through a variety of						

	activities						
Objectives	1) Reach 75% of youth (ages 5 –17) through recreational/cultural, educational activities; and 25% of adults through family support and community building/organizing programs; 2) maintain 2 site-based resident councils, and seek to build one more.						
	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding Total \$45,500	Other Funding (Amount /Source) \$50K	Performance Indicators
1.Recreational/Cultural	50	Youth	07/01/02	06/30/03		CAN	Increase youth engagement
2.Substance Abuse Educ.	50	Youth	07/01/02	06/30/03		CAN/PNC	Lower youth drug experimentation/use
3.Other Education	200	Youth	07/01/02	06/30/03		Com'ty Volunteers	Increase reading MEAP scores/ 3 rd graders; increase computer skills
4.Community Org/Building	35	Youth/Adult	07/01/02	06/30/03		PNC	Increase pride in community; engagement
5.Family Support Services	80	Adult	07/01/02	06/30/03		PNC/CAN/OCI	Reduce barriers to meeting basic needs

9170 - Drug Intervention					Total PHDEP Funding: \$ 10,000		
Goal(s)	Provide support or referral for treatment						
Objectives	To identify and support individuals seeking treatment or maintaining recovery						
Proposed Activities	# of Persons Served 20-25	Target Population	Start Date	Expected Complete Date	PHEDEP Funding \$10K	Other Funding (Amount /Source)	Performance Indicators
1. Referrals for treatment		Adults	07/01/02	06/30/03			Number of referrals versus follow through (50%)
2.Direct Substance abuse counseling		Adults	07/01/02	06/30/03			Number completing treatment and counseling
3.							

9180 - Drug Treatment						Total PHDEP Funding: \$0	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs						Total PHDEP Funds: \$6,250	
Goal(s)							
To promote program accountability and collaboration among providers							
Objectives							
Through regular communication and evaluation review.							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Monthly Provider Mtgs			07/01/02	06/30/03	\$3,695 (Admin Salaries)	Comp Grant – resident initiatives	Program adjustments resulting from outcome monitoring
2. Annual Audit			08/02,08/03	10/02, 10/03	-0-	Low Rent operating Funds	Unqualified opinion by CPA on eligibility, efficacy and timeliness of fund use.
3. Annual Resident Survey/Program Evaluation			12/02	01/03	\$3,000	-0-	Improvement in resident perception of safety and drug-related activities on sites.
4. All site events			8/02	05/03	\$ 500	Community Donations	Maintain or Increase Participation

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	<i>Activities 1 - 3</i>	50%- \$13,000	<i>Activities 1 - 3</i>	100% - \$26,000
9120				
9130				
9140				
9150				
9160	<i>Activities 1 - 5</i>	50%- \$22,750	<i>Activities 1 - 5</i>	100% - \$45,500
9170	<i>Activities 1 ,2</i>	50%- \$5,000	<i>Activities 1 ,2</i>	100% - \$10,000
9180				
9190	<i>Activities 1 ,2,4</i>	29%- \$2,100	<i>Activities 1 - 4</i>	100% - \$7,195
TOTAL		41% \$42,850		100% - \$88,695

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

Appendix M

Comments of Resident Advisory Board and from Public Hearing

1. **Comments from Resident Advisory Board**

The Resident Advisory Board met monthly from September through March to review policy issues and updated components of the Agency Plan. With regard to Public Housing issues, the following areas had concerns expressed:

Pet Policy: Representing one of two predominately elderly/disabled site, resident input sought reduction of pet registration fee and carrying costs.

AAHC Response: Upon discussion with Board and review, the Commission amended their pet policy, reducing rates applicable to senior/disabled residents, thereby establishing different policies for family versus elderly sites.

Community Service Requirement: One resident advisory board member expressed adamant opposition to the linking of housing to mandatory volunteer community service, equating this to involuntary servitude because of being poor. While acknowledging that this was now the law, as passed by Congress, she expressed the hope that it would be challenged in court.

AAHC Response: No changes were entertained as the Commission will carry out the legislated lease requirement until further regulatory notice.

PHDEP Program: One resident was particularly outspoken about the “community policing” component of the Drug Elimination Program. She was primarily concerned that police promote community and assist residents as opposed to harassing them.

AAHC Response: The Commission arranged for the newest team of Ann Arbor police officers under the PHDEP grant to attend a site based meeting where that resident advisory board member lived to review expectations and roles, both from the resident and officers perspectives.

Section 8 discussions by the Resident Advisory Board focused primarily on constructive suggestions on ways the Commission might improve its outreach to landlords and participant lease-up rate. Suggestions included having landlords with positive experiences speak to others; utilizing the public access TV station to do an informational program on Section 8; contacting the City’s Building Dept to get a list of property owners. Another suggestion was to have current successful participants share their approach to landlords, selling themselves before introducing the concept of Section 8.

AAHC response: The Commission has initiated a number of techniques to increase landlord participation: It has held four landlord workshops over the last year to review program requirements, like screening, HQS inspections, HAP contracts. It has directly solicited over 200 rental property owners in Ann Arbor and Ypsilanti (after obtaining lists from the respective city Building Departments), offering \$50 incentive coupons for those willing to try the Section 8 program. Staff have published three marketing brochures on its Welfare-to-Work program, the Homeownership Program, and the general Section 8 Program overview, plus issues quarterly newsletter notices to landlords on program regulations, like LBP requirements, staff changes, etc. It has not yet tried doing public access TV programming.

Homeownership Program: Resident Advisory Board (RAB) members were kept informed for the policy development on this program through the fall, and two Section 8 participants from the RAB attended some of the administrative working sessions, to provide input.

2. Public Hearing held March 21, 2001

Three persons spoke at the Public Hearing on the Commission's Agency Plan. One was Deborah Gibson, a public housing resident and member of the Commission's RAB, and her comments focused on the Community Service requirements. (see comments and response above).

The other speakers was Hank Wolfe and Mia Kim, Legal Services of Southeast Michigan. Legal Services' comments focused on the following areas:

Admissions Preferences –

1. Expand the existing working family preference in PH (public housing) include persons in school or training programs.
2. They saw no reason that a working preference exist in S8 (Section 8) programs.
3. They desired the inclusion of former federal preferences for homeless and domestic violence victims
4. They questioned which preference was applied to targeted developments
5. They questioned why there was a preference in S8 for elderly over non-elderly singles, since the Waitlist did not indicate such a need.

AAHC Responses:

1. The Board recommended the addition of an applicant preference to include persons in school or training programs. The plan was amended on page 20 to reflect that change. The more limited definition for working preference was an attempt to diversify the income base in public housing, consistent with federal directives to deconcentrate poverty. It further helps the Commission in its operations by increasing dwelling rental income, and will over time reduce vacancy and wear and tear maintenance costs. Current PH residents receive the benefits of reduced rental rates if they are in training or educational programs. Even with the working preference in place, new placements in PH this fiscal year are still running more than 80% from the extremely low income category of at or below 30% of the AMI.
2. The Commission does not apply a working preference for S8 applicants. It confirmed with LSSEM that there is no inconsistency in the Agency Plan. Working admissions preference listed on page 20 is for public housing; while Admissions Preferences on page 24, noting "special purpose programs" like Welfare to Work or Mainstream Housing, relates only to Section 8.
3. The Commission takes the position based on years of dealing with mandated preferences for the homeless and domestic violence victims, that particularly for the homeless, the transition from shelter living to public housing was not successful. Almost all homeless persons were unable to be lease compliant and live independently; they were generally evicted within a year, because of drug, alcohol, or disturbance problems. This resulted in high costs for the Commission, legal and maintenance repairs, to say nothing of the increased safety concerns raised by other residents and the community perceptions that adversely impact the Commission's ability to lease up

elders and others who want a peaceful place to live. PH is supposed to be independent living and the federal government provides neither operating subsidy nor sufficient grant funding to offer 24 hour supportive services, which even if available can not be forced upon a resident as a condition of their residency. The Commission feels that alternative, supported congregate housing is a necessary intermediate step between homeless shelters and independent living in public housing. Regarding domestic violence victims, we did not experience during the period of mandated federal preferences a high demand for housing from victims of domestic violence. In general, our experience with public housing residents, is that domestic violence is not preventable because of placement in affordable housing, and remains a common cause for police call-outs at our family sites. The Ann Arbor community is small and public housing community and network is even smaller, and the latter provides no safeguard against the prevalence of domestic violence. Offering a preference will only concentrate the problem.

4. Our deconcentration analysis resulted in the identification of project 003 as an income targeted development. However, HUD allows for the option of explanation: we were able to explain the income variance outside the 85-115% income range, because the project is a mixed elderly/family project, with 50% of residents being elderly residing on fixed income which caused the project as a whole to fall below the 85% threshold for family sites. (Elderly sites are exempt from the income deconcentration analysis.) Therefore, we do not have to apply a deconcentration policy with special preferences to address this situation. The Agency Plan has been modified under (6) Deconcentration and Income Mixing (page 22 of the Annual Plan), to more accurately reflect the above allowance for exception.
5. Section 8 elderly over non-elderly preference is a former federal guideline which the Commission has elected to retain. The Commission feels that the information in the Waitlist may not realistically reflect the applicant pool, if the elder/handicap information was not entered into the computer were the latest input of 1500 applications was processed. The observation by LSSEM is well taken, and the Commission will try to ensure that all applicable information is entered from applications to enable better assessment of demographics.

Supporting and promoting self-sufficiency of residents – LSSEM focused its comments on self-sufficiency efforts by the Commission on current residents versus offering preferences for families already exhibiting working skills. LSSEM made the following observations:

1. *Earned income exclusions*: asks about what education and promotion of exclusions the Commission has undertaken.
2. *Discretionary earned income exclusions* urged.
3. *Minimum rent*: adopt \$0 minimum rent.

AAHC Responses:

1. The Commission did not address earned income exclusions as it is aware that this is a mandatory exclusion not a discretionary policy. The Commission is not required to publicize this requirement, but reviews with each resident at annual recertification what the circumstances are around newly gained employment. We can add a question on the recertification checklist completed by all residents relating to earned income that would highlight this exclusion opportunity.

2. The Commission has not to this point entertained discretionary income exclusions. The Board expressed interest in considering some discretionary income exclusions, like transportation costs. We will have to do some analysis on this subject matter to determine the dwelling rent revenue impacts to operations. The Commission is caught in the dilemma of trying to be supportive of resident employment gains, but at the same time is being squeezed by HUD to do more with less income.
3. The Commission feels that every resident should feel some responsibility and investment in their housing. Residents reporting zero income have all managed to pay the minimum rent of \$25, just as they manage to eat. NO resident has been evicted for non-payment of the minimum rent to date.

Section 8 program issues

1. *Search time:* LSSEM espouses the elimination of “extenuating circumstances” as a criteria for granting extension, substituting a mere “actively searching” criteria for granting extensions.
 1. *Payment Standard:* recommends raising to 110% of FMR.

AAHC Responses:

1. The Commission has a duty to be responsive to vast number of applicants waiting to receive Section 8 subsidies. To offer infinite extensions to applicants based on “active search” adversely affects other applicants who are waiting for their opportunity and it adversely affects the Housing Commission which receives no administrative fees during the “search” stages. We can track the number / percent of applicants who have to turn in their voucher because the time limit has expired. Lease up failures appear to have more to do with poor credit history or a failure of the applicant to search steadily over the time allotted.
2. The Commission raised its PS to 105% and has exception rents approved by HUD for units within the City of Ann Arbor. The higher the subsidy offered, the fewer the number of people can be served. Again, the issue is a trade off. Information coming in is not that affordable units cannot be found, but that credit history of applicants is the problem. We have attempted to alert applicants to this problem, and have made recommendations and referrals for credit counseling. The Commission will continue to monitor and may during the course of the year, elect to raise PS to 110%.

Section 3 employment, job training and contracting

LSSEM raised concern that there was no mention of Section 3 initiatives by the Commission, citing requirements for at least 30% of new hires, 10% of contractors’ awards to building trades and 3% of all other contracts to business.

AAHC Response: The Commission is aware of Section 3 hiring and contracting guidelines. During the past twelve months, 2 of the 4 hires by the Commission (or 50%) qualify as Section 3 hires, as they are participants of our Section 8 Voucher program. (It should also be noted that of the three previous public housing residents employed by the Commission, one bid out to another city job; one continues to work at the Commission but has move out of public housing; and one terminated his employment and moved out of town.) Additionally, it should be noted that the ability to meet the HUD Section 3 targets is directly impacted by City of Ann Arbor union contract agreements that require nearly all jobs to be posted internally to other union represented city workers before posting a job to the general public. We have not had any funded training programs for this to be applicable.

All our RFPs for modernization funding include Section 3 guidelines for general contractors. The Commission does report to HUD semi-annually on minority business enterprises (MBE) contracting. The Commission does not see a place in the Agency Plan for comment on Section 3 matters.