

<b>Annual PHA Plan</b> <i>(Standard PHAs and Troubled PHAs)</i>	<b>U.S. Department of Housing and Urban Development</b> <b>Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226</b> <b>Expires: 02/29/2016</b>
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																																				
A.1	<p> <b>PHA Name:</b> <u>Housing Authority of Maricopa County</u> <b>PHA Code:</b> _____  <b>PHA Type:</b> <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>07/2016</u>  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units</b> <u>827</u> <b>Number of Housing Choice Vouchers (HCVs)</b> <u>1641</u> <b>Total Combined Units/Vouchers</b> <u>2,468</u>  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> <b>Availability of Information.</b> PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> <input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1"> <thead> <tr> <th data-bbox="167 1493 441 1566">Participating PHAs</th> <th data-bbox="441 1493 573 1566">PHA Code</th> <th data-bbox="573 1493 872 1566">Program(s) in the Consortia</th> <th data-bbox="872 1493 1144 1566">Program(s) not in the Consortia</th> <th colspan="2" data-bbox="1144 1493 1448 1566">No. of Units in Each Program</th> </tr> <tr> <th colspan="4"></th> <th data-bbox="1144 1566 1289 1619">PH</th> <th data-bbox="1289 1566 1448 1619">HCV</th> </tr> </thead> <tbody> <tr> <td data-bbox="167 1619 441 1671">Lead PHA:</td> <td data-bbox="441 1619 573 1671"></td> <td data-bbox="573 1619 872 1671"></td> <td data-bbox="872 1619 1144 1671"></td> <td data-bbox="1144 1619 1289 1671"></td> <td data-bbox="1289 1619 1448 1671"></td> </tr> <tr> <td data-bbox="167 1671 441 1766"></td> <td data-bbox="441 1671 573 1766"></td> <td data-bbox="573 1671 872 1766"></td> <td data-bbox="872 1671 1144 1766"></td> <td data-bbox="1144 1671 1289 1766"></td> <td data-bbox="1289 1671 1448 1766"></td> </tr> <tr> <td data-bbox="167 1766 441 1860"></td> <td data-bbox="441 1766 573 1860"></td> <td data-bbox="573 1766 872 1860"></td> <td data-bbox="872 1766 1144 1860"></td> <td data-bbox="1144 1766 1289 1860"></td> <td data-bbox="1289 1766 1448 1860"></td> </tr> <tr> <td data-bbox="167 1860 441 1932"></td> <td data-bbox="441 1860 573 1932"></td> <td data-bbox="573 1860 872 1932"></td> <td data-bbox="872 1860 1144 1932"></td> <td data-bbox="1144 1860 1289 1932"></td> <td data-bbox="1289 1860 1448 1932"></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program						PH	HCV	Lead PHA:																							
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<b>B.</b>	<b>Annual Plan Elements</b>					
<b>B.1</b>	<b>Revision of PHA Plan Elements.</b>  (a) Have the following PHA Plan elements been revised by the PHA?  Y   N <input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs <input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. <input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources. <input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination. <input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management. <input type="checkbox"/> <input checked="" type="checkbox"/> Grievance Procedures. <input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs. <input checked="" type="checkbox"/> <input type="checkbox"/> Community Service and Self-Sufficiency Programs. <input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention. <input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy. <input checked="" type="checkbox"/> <input type="checkbox"/> Asset Management. <input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation. <input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification  (b) If the PHA answered yes for any element, describe the revisions for each revised element(s):  (c) The PHA must submit its Deconcentration Policy for Field Office review.					
<b>B.2</b>	<b>New Activities.</b>  (a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?  Y   N <input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods. <input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development. <input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition. <input type="checkbox"/> <input checked="" type="checkbox"/> Designated Housing for Elderly and/or Disabled Families. <input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance. <input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD. <input checked="" type="checkbox"/> <input type="checkbox"/> Occupancy by Over-Income Families. <input checked="" type="checkbox"/> <input type="checkbox"/> Occupancy by Police Officers. <input checked="" type="checkbox"/> <input type="checkbox"/> Non-Smoking Policies. <input type="checkbox"/> <input checked="" type="checkbox"/> Project-Based Vouchers. <input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization. <input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).  (b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.					
<b>B.3</b>	<b>Civil Rights Certification.</b>  Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> , must be submitted by the PHA as an electronic attachment to the PHA Plan.					
<b>B.4</b>	<b>Most Recent Fiscal Year Audit.</b>  (a) Were there any findings in the most recent FY Audit?  Y   N <input checked="" type="checkbox"/> <input type="checkbox"/>  (b) If yes, please describe:					

<b>B.5</b>	<b>Progress Report.</b> Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.
<b>B.6</b>	<b>Resident Advisory Board (RAB) Comments.</b> (a) Did the RAB(s) provide comments to the PHA Plan? Y   N <input checked="" type="checkbox"/> <input type="checkbox"/> (c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
<b>B.7</b>	<b>Certification by State or Local Officials.</b> <a href="#">Form HUD 50077-SL</a> , <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i> , must be submitted by the PHA as an electronic attachment to the PHA Plan.
<b>B.8</b>	<b>Troubled PHA.</b> (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y   N   N/A <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> (b) If yes, please describe:
<b>C.</b>	<b>Statement of Capital Improvements.</b> Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
<b>C.1</b>	<b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.

# Instructions for Preparation of Form HUD-50075-ST

## Annual PHA Plan for Standard and Troubled PHAs

### A. PHA Information. All PHAs must complete this section.

- A.1** Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Inventory**, **Number of Public Housing Units and or Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. [\(24 CFR §903.23\(4\)\(e\)\)](#)

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table. [\(24 CFR §943.128\(a\)\)](#)

### B. Annual Plan. All PHAs must complete this section.

#### B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.” [\(24 CFR §903.7\)](#)

☒ **Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. [\(24 CFR §903.7\(a\)\(1\)\)](#) Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. [\(24 CFR §903.7\(a\)\(2\)\(ii\)\)](#)

☒ **Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). [\(24 CFR §903.23\(b\)\)](#) Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to [24 CFR §903.2\(b\)\(2\)](#) for developments not subject to deconcentration of poverty and income mixing requirements. [\(24 CFR §903.7\(b\)\)](#) Describe the PHA’s procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. [\(24 CFR §903.7\(b\)\)](#). A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. [\(24 CFR §903.7\(b\)\)](#) Describe the unit assignment policies for public housing. [\(24 CFR §903.7\(b\)\)](#)

☒ **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. [\(24 CFR §903.7\(c\)\)](#)

☐ **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. [\(24 CFR §903.7\(d\)\)](#)

☒ **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. [\(24 CFR §903.7\(e\)\)](#)

☐ **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. [\(24 CFR §903.7\(f\)\)](#)

☐ **Homeownership Programs.** A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. [\(24 CFR §903.7\(k\)\)](#)

☐ **Community Service and Self Sufficiency Programs.** Describe how the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. [\(24 CFR §903.7\(l\)\)](#) A description of: **1)** Any programs relating to services and amenities provided or offered to assisted families; and **2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS. [\(24 CFR §903.7\(l\)\)](#)

☐ **Safety and Crime Prevention.** Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

☐ **Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

☒ **Asset Management.** State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. (24 CFR §903.7(q))

☐ **Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

☐ **Hope VI or Choice Neighborhoods.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Mixed Finance Modernization or Development.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and **(2)** A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

☐ **Designated Housing for Elderly and Disabled Families.** Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

☐ **Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

☒ **Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](#)

☒ **Occupancy by Over-Income Families.** A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: **(1)** There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; **(2)** The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; **(3)** The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; **(4)** The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and **(5)** The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](#). (24 CFR 960.503) (24 CFR 903.7(b))

☐ **Occupancy by Police Officers.** The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A “police officer” means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD’s website at: [Notice PIH 2011-7](#). (24 CFR 960.505) (24 CFR 903.7(b))

☒ **Non-Smoking Policies.** The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD’s website at: [Notice PIH 2009-21](#). (24 CFR §903.7(e))

☐ **Project-Based Vouchers.** Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan. (24 CFR §903.7(b))

☐ **Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

☐ **Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

**B.3 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

**B.4 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. (24 CFR §903.7(p))

**B.5 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

**B.6 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

**B.7 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

**B.8 Troubled PHA.** If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark “yes,” and describe that plan. If the PHA is troubled, but does not have any of these items, mark “no.” If the PHA is not troubled, mark “N/A.” (24 CFR §903.9)

**C. Statement of Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

**C.1 Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form- 50075.2 approved by HUD on XX/XX/XXXX.”

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 9.2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

## **Appendix B. 1 Revision of PHA Plan Elements**

DRAFT

## Housing Needs.

The HAMC jurisdiction includes incorporated cities and towns and unincorporated areas across the Valley from Wickenburg to Queen Creek. Maricopa County is and has been at the top of the list in terms of foreclosure activity, and this has wreaked havoc on low-and moderate-income households. About 8% of families and 11.7% of the population are below the poverty line, including 15.4% of those under age 18 and 7.4% of those age 65 or over. Since 2007 the unemployment rate has nearly doubled from 3.3% in January 2007 to today's 6.1%.

According to the Maricopa Urban County 2010-2014 Five Year Consolidated Plan, many Maricopa County residents pay more than 50% of their income on housing and utilities. It is estimated that a total of ~~42,395~~ ~~41,900~~ households (~~67~~% of all households within the Urban County) are households **earning less than 30% of the median income**, **92% of HAMC public housing applicants and 82% of the Housing Choice Voucher applicants are at or below this income level**. The table below describes the type of households facing housing issues at 30% of the median income.

Of the <del>23,471</del> <del>extremely low-income</del> <del>4,169</del> renting households...	Of the <del>16,840</del> <del>extremely low-income</del> <del>7,700</del> owner households...
<del>15%</del> <del>33%</del> are elderly	<del>43%</del> <del>60%</del> elderly
<del>38%</del> <del>26%</del> are small households	<del>25%</del> <del>17%</del> are small households
<del>15%</del> <del>21%</del> are large households	<del>9%</del> <del>12%</del> are large households
<del>32%</del> <del>20%</del> are one-person households	<del>23%</del> <del>11%</del> are one-person households

It is estimated that a total of ~~46,510~~ ~~10,900~~ households or ~~6.5~~% of all households in HAMC's jurisdiction are comprised of households **earning between 31 to 50% of the median income** with housing problems of some sort. **6% of HAMC public housing applicants and 12% of the Housing Choice Voucher applicants are at or below 50% of the median area income level**. The table below describes the type of households that were facing housing issues at 50% of the median income.

Of the <del>24,679</del> <del>very low-income</del> <del>3,700</del> renting households...	Of the <del>19,628</del> <del>very low-income</del> <del>7,300</del> owner households...
<del>23%</del> <del>40%</del> are elderly	<del>48%</del> <del>53%</del> elderly
<del>34%</del> <del>27%</del> are small households	<del>27%</del> <del>21%</del> are small households
<del>11%</del> <del>22%</del> are large households	<del>12%</del> <del>13%</del> are large households
<del>32%</del> <del>11%</del> are one-person households	13 % are one-person households

It is estimated that a total of ~~64,280~~ ~~12,500~~ households or ~~9.7~~% of all households in HAMC's jurisdiction are comprised of households **earning between 51% to 80% of the median income** with housing problems of some sort. **This group makes up only 1% of HAMC's public housing applicants and 6% of Housing Choice Voucher applicants on HAMC's current waitlist**. The table below describes the type of households that were facing housing issues at 80% of the median income.

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Of the <del>29,546</del> <u>2,800</u> low-income renting households...	Of the <del>31,001</del> <u>10,000</u> owner households...
<del>15%</del> <u>45%</u> are elderly	<del>32%</del> <u>39%</u> elderly
<del>39%</del> <u>24%</u> are small households	<del>37%</del> <u>28%</u> are small households
<del>9%</del> <u>23%</u> are large households	<del>11%</del> <u>19%</u> are large households
<del>37%</del> <u>8%</u> are one-person households	<del>20%</del> <u>14%</u> are one-person households

In an era when more than one-third of all American families rent their homes, we face a housing market that does not create nor sustain a sufficient supply of affordable rental homes, especially for low-income households. Despite significant improvements in housing quality in recent decades, much of our rental housing stock is not energy efficient or accessible to people with disabilities, and pockets of severely substandard housing remain. When it comes to strong, safe, and healthy communities, lower cost rental housing is particularly scarce. Many in the community await assistance from HAMC. Current surveys indicate 4,000~~2,750~~ families are currently on the HAMC Public Housing waitlist and over 3,925~~6,000~~ families on the Housing Choice Voucher waitlist.

The supply offered in Arizona to renters will be affected, according to the Maricopa HOME Consortium 2010-2014 Five-Year Consolidated Plan, and two HUD Section 236 projects anticipated lost. Both projects predominantly accommodated those who had earnings under 30% of the median. Maricopa County specifically accounts for 827~~904~~ units. These units are located in the following cities: Mesa, Phoenix, Buckeye, Avondale, Guadalupe, El Mirage, Tolleson, Surprise and Peoria.

The portfolio is facing a serious and long term shortfall of capital funding to upgrade, rehabilitate and repair properties ranging in age from 23- to 58-years old. Capital funding from HUD has historically been insufficient to cover the maintenance and renovation needed for all the units. Construction costs have increased, and capital funds have decreased which further limits the resources needed for improvements to an aging portfolio.

An estimated cost to improve the physical condition of the HAMC portfolio is at \$50 million dollars. The HUD Capital Fund has been funded at \$1.2 million annually, but the Capital Fund is anticipated to be reduced by \$200,000 annually for 2012-2013. The HUD Capital Fund is currently allocated among projects with the most severe repairs and rehabilitation needs. A portion of the capital fund is used for administrative, operations and maintenance.

At current funding levels, it will take over 4 decades to raise the capital resources needed to repair and rehabilitate the HAMC portfolio.

The gap between the federal capital resources and needs, coupled with the operating subsidy changes, has put HAMC assets at risk of being obsolete in the next 10 years. What this means for HAMC inventory is a reduction in units that are operational or available for occupancy due to poor condition. This will reduce the number of subsidized units available in Maricopa County, and increase the wait time for households so desperately awaiting subsidized rentals.

The demand and need for subsidized rental units is increasing and will continue to grow. Indication of this need became even more evident when HAMC opened the Housing Choice Voucher (Section 8) waitlist in 2011 and in one week received over 4,000 applications. Again in 2014 HAMC opened its Section 8 waitlist, and over 5,700 applications were received in less than 3 days. However, it was only in 2013 that HAMC was able to offer new vouchers to those who applied in 2009.

HAMC public housing unit inventory has very few one bedroom units, and the largest demand for units is the one and two bedroom size. The aging baby boomer population is changing HAMC's applicant profile. The HAMC wait list for public

housing has 4,000 people with an average wait of at least 1 year and a longer wait for 1 or 2 bedrooms of 2-3 + years. The situation facing HAMC has prompted a comprehensive asset-by-asset evaluation and prioritization of asset repositioning.

The priority of preservation will be the overriding goal of the redevelopment process: to maintain the affordability and subsidy for each site. The goal will be to ensure optimal benefit to the residents, increase density where feasible, improve exterior/interior living conditions for residents, increase energy efficiency and maintain affordability.

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## B 1 Operations and Management

**Operations and Management** -- A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.

The goal for each HAMC managed property is to:

Maintain the property in excellent condition

Keep expenses within the operating budget

Explore opportunities for revenue growth or expense reduction

Assess and address capital needs proactively

Comply with all Federal, State, and local laws and regulations

Provide excellent customer service to all residents.

### **Maintenance:**

HAMC emphasizes the importance of maintaining control of the maintenance work by performing scheduled routine and preventive work. By doing so, the Authority will decrease on-demand work and maintain the property in a manner that will keep and attract good tenants.

In order to allow its staff members to perform to the best of their abilities, HAMC recognizes the importance of providing the staff with opportunities to refine technical skills, increase and expand craft skills, and learn new procedures. Maintenance personnel attended UPCS training, HVAC trouble-shooting and appliance repair trainings.

The work order priority system ensures that the most important maintenance work is done at a time it can be performed most cost-effectively. Minimizing vacancy loss is part of the cost-effectiveness calculation. The maintenance priorities of HAMC are the following:

- Emergency Repairs
- Resident Requests
- Unit Turnover
- Inspections
- Miscellaneous

Emergency repairs are repair needs which threaten the life, health, or safety of a resident and need to be responded to within 24 hours.

Resident requests are very important to HAMC as residents can be the eyes and ears for the staff, informing them of smaller problems before they become larger problems. Providing excellent customer service will improve the living quality for the residents.

The maintenance procedure for reoccupying vacant units relies on the prompt notification by management of the vacancy, fast and accurate inspection of the unit, ready availability of workers and materials, and good communication with those responsible for leasing the unit. The Housing Manager has the authority to create special teams for vacancy turnaround or to hire contractors when it is necessary to meet the Authority goals to increase occupancy.

### **Smoke Free Housing:**

All HAMC owned and managed housing developments are being converted to "Smoke Free" housing. Each housing site will have designated smoking areas.

### **Inspections:**

HAMC conducts different types of inspections throughout the year. The purpose of inspections is to ensure housing is decent, safe, sanitary, and in good repair for residents by identifying

necessary corrections before problems become severe, dangerous or costly. There are basically two types of inspections, annual and on-going.

**Annual inspections** - are completed every year for all apartments. These inspections are often combined with housekeeping inspections and may be done by management, maintenance or both. Deficiencies are corrected either at the time of inspection or through the written work order system.

**On-going inspections**- include preventative maintenance, vacancies, move in and move out inspections, property inspections and any other special inspection.

**Preventative maintenance inspections**- The purpose of the scheduled maintenance program is to allow the Authority to anticipate maintenance requirements and make sure the Authority can address them in the most cost-effective manner. The preventative maintenance program focuses on the major systems that keep the properties operating. These systems include heating and cooling, electrical, life safety and plumbing. Routine inspections of grounds, common areas and other equipment are included.

**Vacancy inspections** -Insures the unit repairs are in compliance to the Uniform Physical Condition Standards set by HUD.

**Move in inspections** - Conducted by staff members and the new resident. The resident is required to sign the inspection form certifying the condition of the unit at move-in.

**Move out inspections** - Conducted at the time the resident vacates the units. Residents are encouraged to attend this inspection. The move in inspection is compared to the move out inspection in order to assess any damages that can be charged to the vacating tenant.

**Miscellaneous inspections** - Other inspections not categorized above. These can include quality control inspections, HUD inspections, lease enforcement and contract maintenance work completion.

**Pest Control** - HAMC makes every effort to provide a healthy and pest-free environment for its residents and contracts with a licensed extermination companies to perform pest control services. Special attention is paid to cockroaches as this is the most common infestation. Generally, HAMC provides for quarterly pest control. However, special circumstances may occur that may require more frequent treatments. These situations are handled on a case by case basis and may include resident housekeeping training in addition to additional pest control treatments. Bed bugs are treated with equal importance. Eradication entails specific treatments that must be followed closely and with the cooperation of the resident. Residents are also counseled on preventative measures. Resident cooperation with the extermination plan is essential. All apartments in a building must be treated for the plan to be effective. Residents are given information about the extermination program and housekeeping standards at the time of move-in. All residents are informed at least 48 hours in advance of the treatment. The notification is in writing and includes instructions that describe how to prepare the unit for treatment if necessary.

**Waiting Lists:** HAMC maintains site based waiting lists. The use of site-based wait lists was originally approved by HUD in 1992 due the size of HAMC's jurisdiction (9,226 square miles) and distance between the public housing developments which can be from 2 miles to 65 miles. The various wait lists were reviewed and modified due to RAD conversions of the Public Housing inventory. The current wait list breakdowns are as follows:

**Mesa Area**- properties are located at the following locations

Clare Feldstadt (Site 1) 710 W. 8<sup>th</sup> Ave, Mesa consisting of all 2 bedrooms

Clare Feldstadt ( Site 2) E. University consisting of 1 and 3 bedroom units

Father Fidelis Kuban in Guadalupe consisting of 1, 2, 3, & 4 bedroom units

**Maricopa Revitalization:** Thirty-five single family Low Income Housing Tax Credit homes located throughout Mesa with 13 units of Public Housing subsidy and 22 units of Project Based Vouchers.

**Avondale Area** – Properties are located in the Southwest Valley and are currently under a RAD conversion

Norton Circle in Avondale has 1, 2, 3 and 4 bedroom units

Watson Homes, Buckeye has 1, 2, 3 & 4 bedroom units

**Rose Terrace I & II Apartments,** Avondale. A 120 unit mixed finance property with 20 one bedroom units for the elderly, handicapped or disabled and 2, 3, 4 and 5 bedroom family units. The property has 40 units with Public Housing subsidy and 68 Project Based Vouchers.

**Surprise Area** – Consists of properties located in the Northwest Valley.

Casa Bonita in Surprise consists of 2, 3, and 4 bedroom apartments

Paradise Homes in Surprise has 1 and 2 bedroom units

Flora Statler in El Mirage has 1, 2, 3 and 4 bedroom apartments

Villa Monterosa in El Mirage has 1, 2, 3 and 4 bedroom units

West Valley Single Family Homes – 2, 3 & 4 bedroom homes located throughout the west valley.

**Peoria – Tolleson Area** – Units are located within Peoria and Tolleson.

Parkview Estates – 10950 N. 87<sup>th</sup> Ave, Peoria consists of one bedroom apartments for the elderly, handicapped or disabled

John Hammond Homes at 85<sup>th</sup> & Washington consists of 2, 3 and four bedroom units

Varney Homes on 82<sup>nd</sup> Drive consist of 2 and 3 bedroom units

Peoria scattered site houses consist of 25 – 3 and 4 bedroom single family homes

John Hollar and Baden Homes in Tolleson: 1, 2, 3 and 4 bedroom units

**Project Based Vouchers** – Three HAP agreements are in place at HAMC managed properties. Rose Terrace I has 58 PBVs, Rose Terrace II has 10 PBVs and Maricopa Revitalization has 22 PBVs in place. All of these units are income and rent restricted under the low income tax credit program.

As the RAD conversions progress, the above waiting lists may be further broken down into sub-lists by property in each of the current Area wait lists.

## B 1 Community Service and Self-Sufficiency Programs

The Public Housing Community Service was updated to reflect the changes outlined per HUD notice. The changes included the following:

- Perform 8 hours per month (96 hours over the course of a year) of combined activities (community service and economic self-sufficiency programs).
- Meets the requirements for being exempted from having to engage in a work activity under TANF or any other State welfare program including a State-administered welfare-to-work program.
- Is a member of a family receiving assistance, benefits or services under TANF or any other State welfare program and has not been found to be in noncompliance with such program.

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## B.1 Asset Management

HAMC converted one site to smoke free housing and will be converting the balance of the public housing units to smoke free housing. The conversion process will include resident meeting and educational material.

Through the RAD program, HAMC received CHAP's to convert all public housing units to Project Based Vouchers or Project Based Rental Assistance. The 40 units of public housing at Rose Terrace Apartments and 13 units at Maricopa Revitalization are converting to Project Based Vouchers (PBV) with the balance of the portfolio transitioning to Project Based Rental Assistance (PBRA).

Seventy-seven units of Public Housing were demolished as part of the RAD transition. New units are currently under construction. Upon the completion, the 46 units of public housing at Norton Circle and 20 units at Watson Homes will be relocated to the "new" Madison Height under the PBRA program. The property will be managed by a third party entity on behalf of the ownership LLC.

The RAD closing of Coffelt-Lamoreaux Homes will create 301 units of PBRA after major rehabilitation. Upon closing, the property management will transition to a third party management entity.

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## B1 Changes to the HCV Administrative Plan

Chap.	Summary of Changes	Current	Effec date of chg
TBD	HCV Administrative Plan will be revised to include verbiage which will allow HAMC to utilize a portion of its attrition to house homeless families via referral in effort to aid in the County's efforts to end chronic homelessness.	There currently is no policy which supports this action	By July 2016 and upon Board approval
16.2	Program Fraud	Section 16.2 of the HCV Administrative Plan will again be revised to outline the difference between program fraud and debt owed. The 30 day repayment agreement and 2 <sup>nd</sup> offender policy will also be revisited based on the new definitions.	TBD and upon Board approval
	Additional Policies to Be revisited	HAMC intends to research and revisit policies within its Administrative Plan as it pertains to Portability Briefings, defining a separate family, occupancy as it relates RO Liv-In-Aide, adding members to a household, restricting moves and portability with zero income. Current policies are vague.	TBD and upon Board approval
17.7	Hearing Procedures	Section 17.7 will be revised to include information regarding redacting information from documents unrelated to the hearing. Current verbiage to be revised.	TBD and upon Board approval
New	Bridge Policy	Administrative Plan to be amended to include a new chapter specific	By July 2016 and upon Board approval



		to the Bridge to Permanency housing program.	
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## **B.1 C Deconcentration Policy**

The PHA will monitor its admissions to ensure that at least 40 percent (40%) of families admitted to public housing in each fiscal year shall have incomes that do not exceed thirty percent (30%) of area median income of the PHA's jurisdiction. Hereafter, families whose incomes do not exceed 30% of area median income will be referred to as "extremely low income families".

The PHA shall have the discretion, at least annually, to exercise the "fungibility" provision of the QHWRA by admitting less than 40 percent of "extremely low income families" to public housing in a fiscal year, to the extent that admissions of extremely low income families to the PHA's voucher program during a PHA fiscal year exceeds the 75 percent minimum targeting requirement for the PHA's Section 8 Voucher Program. This fungibility provision discretion by the PHA is also reflected in the PHA's Administrative Plan.

The fungibility credits will be used to drop the annual requirement below 40 percent of admissions to public housing for extremely low income families by the lowest of the following amounts:

1. The number of units equal to 10 percent (10%) of the number of newly available vouchers in the fiscal year; or
2. The number of public housing units that 1) are in public housing projects located in census tracts having a poverty rate of 30% or more, and 2) are made available for occupancy by and actually occupied in that year by, families other than extremely low-income families.

### **The Fungibility Floor**

Regardless of the above two amounts, in a fiscal year, at least 30% of the PHA's admissions to public housing will be to extremely low-income families. The fungibility floor is the number of units that cause the PHA's overall requirement for housing extremely low-income families to drop to 30% of its newly available units.

Fungibility shall only be utilized if the PHA is anticipated to fall short of its 40% goal for new admissions to public housing.

### **Low Income Family Admissions**

Once the PHA has met the 40% targeted income requirement for new admissions of extremely low-income families, the PHA will fill the remainder of its new admission units with families whose incomes do not exceed 80% of the HUD approved area median income.

## **Appendix B.2 New Activities**

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## B.2 Non-Smoking Policy

HAMC converted one site to smoke free housing in 2015 and will be converting the balance of the public housing units to smoke free housing. The conversion process will include resident meetings and educational material. Each property will be assessed to determine an appropriate designated smoking area.

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## B 2 – Occupancy by Over-Income Families

HAMC is amending the Admissions and Continued Occupancy Policy regarding over-income households to the following:

HAMC will not renew a public housing household lease if family has continually exceeded the Area Median Income for a period of five (5) consecutive years and are not participating in the Family Self Sufficiency Program or receiving the Earned Income Disallowance.

In the event of hardship, the family may request an extension if a known household change will be occurring, known decreases in future earnings or other qualifying events that may reduce the household income.

Implementation of the above restriction will be effective March 2016. Existing households that may be over income or have been over income, will be given the five (5) year timeline at their next annual recertification following implementation

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## **B.2. New Activities**

**Memorandum of Understanding  
Among the Housing Authority of Maricopa County,  
Social services on behalf of the Arizona Coalition to End Homelessness  
Homeless Service Providers Relating to the Provision of  
Permanent Housing for Homeless Households**

### **PARTIES:**

This Memorandum of Understanding (MOU) among the Housing Authority of Maricopa County (HAMC), the Arizona Coalition to End Homelessness (AZCEH) and the Maricopa County Homeless Services Providers (Providers) is entered into on this Xth day of February, 2014.

### **BACKGROUND:**

The HAMC Primitive Goal is to “Increase Housing Options” with the strategy to “Increase housing options for low-income homeless and households in Maricopa County using the HAMC inventory.”

### **PURPOSE:**

Under the terms of this MOU, the HAMC will make certain housing opportunities (as more fully set forth herein) available to qualified households moving from emergency or transitional to permanent housing opportunities. The parties named in this MOU will provide a coordinated response to assist homeless households with their transition to permanent housing. The Providers will ensure proper case management, documentation, and connection to supportive services.

### **RECITALS:**

- A. The HAMC operates its Affordable and Public Housing program in Maricopa County in the Cities of Mesa, Phoenix, Guadalupe, Avondale, El Mirage, Buckeye, Peoria, Tolleson and Surprise.
- B. The HAMC, under certain circumstances and in accordance with its Admissions and Continue Occupancy Policy (ACOP), is able to provide preferences to homeless person (the “Homeless Referral Preference”) to potential applicants.
- C. The HAMC and the Providers agree to work cooperatively to reduce homelessness in the areas served by the HAMC by providing housing and supportive services to enable eligible homeless households to gain housing stability.

### **ROLES AND RESPONSIBILITIES:**

The roles and responsibilities of the parties are as follows:

#### HAMC's Roles and Responsibilities:

1. The HAMC is able to collaborate with the participating Providers to provide housing to homeless households under the "Local Preferences" provision of the ACOP. A household referred to HAMC under the terms of this MOU shall hereinafter be referred to as the "Applicant."
2. The HAMC agrees to determine the eligibility of Applicants for occupancy in HAMC housing units in accordance with the ACOP. The HAMC shall determine eligibility for continued occupancy and lease renewal according to the terms of the ACOP and its lease agreement (the "Lease Agreement"). The HAMC shall not be required to amend the ACOP in order to provide housing units to Applicants under this MOU.
3. Based on the availability of rental units, the HAMC agrees to make available up to 5% (44 rental units) during the term of this MOU through attrition and vacancies.
4. The HAMC, in its sole and absolute discretion, shall have the right to offer an Applicant a unit in any of its housing communities which are determined to be suitable for the Applicant. If an Applicant declines to accept an offered unit, the Applicant shall be moved back to the referral list for the next available, suitable unit. The Applicant may have up to two (2) refusals or be removed completely from the referral list.
5. The HAMC shall have the right to lease an available unit to another prospective tenant in the event (a) no applicants are under consideration at the time a unit becomes available, (b) an Applicant has refused an offered unit, or (c) the maximum number of Applicants have been attained. Applicants shall have one (1) business day to accept or reject a unit from the date the unit is shown, then execute a lease within two (2) additional business days; failure to respond will be considered a refusal. No unit shall be vacant for more than fifteen (15) calendar days or the unit will no longer be available to the Applicant under this MOU.
6. The HAMC shall generate monthly reports to be shared among Providers that includes, but is not limited to: Provider name, number of Applicants, number of Applicants leased, number of households waiting to be referred, and number of Applicants that were determined ineligible.

#### AZCEH's (Coordinator) Roles and Responsibilities:

1. The AZCEH will determine the Providers who are able to participate, based on their experience working with the homeless population and their ability to provide sufficient case management services.
2. The AZCEH will provide oversight and confirm that Providers shall provide case management to assist with follow-up and wrap-around service for housing stability on an ongoing basis after the Applicant has executed the Lease Agreement.

3. The AZCEH will work collaboratively with the Providers to determine the households to be assisted and to assure that the households are ineligible for other sources of permanent housing currently available in the community and with other funding sources like Continuum of Care.
4. The AZCEH will facilitate and partner with the HAMC in cross-training referring agencies and HAMC staff on the application process and other available resources to assist households.
5. The AZCEH will work the Homeless Management Information System (HMIS) Administrator and the HAMC to track data to the Partnership.
6. The AZCEH will work with Providers to ensure that Applicants of certain subpopulations are referred.
7. The AZCEH (more specifically, the Coordinator) will track referrals to the program, provide reports to the HAMC, solve any issues that may come up, and meet with providers, as well as facilitate program success.
8. The AZCEH (more specifically, the Coordinator) will prepare standard referrals and eligibility certification packages to the providers, including a reporting format.

Provider's Roles and Responsibilities:

1. Each Provider will coordinate a single point of contact to communicate with the Coordinator regarding their agency's applicants.
2. Providers will conduct a standard needs assessment as part of their formal case management plan to determine the housing and social needs of each potential Applicant.
3. Providers will certify that Applicants qualify under the HEARTH Act and for the Homeless Referral Preference as defined in the ACOP, and under the terms of this MOU.
4. Providers will work collaboratively with the HAMC to determine the priority of suitable Applicants for available housing stock. The AZCEH, Providers, and the HAMC shall meet on a regular basis, to be determined by the AZCEH (the Coordinator) and the HAMC.
5. Providers understand that all Applicants will be screened for any outstanding debts to the HAMC or any other Housing Authority. If any outstanding debts remain unpaid after fourteen (14) calendar days of the HAMC notifying the Applicant of the debt, the Applicant will be removed from or reprioritized on the referral list.
6. Providers are required to submit a completed referral packet, containing a signed certification that the Applicant is eligible under the terms of this MOU.



7. Providers are required to ensure Applicants have resources such as financial assistance for deposits, utilities, and moving costs.
8. Providers will follow-up with case management and wrap-around services for housing stability after the Applicant has executed the Lease Agreement.
9. Providers will generate monthly reports from HMIS of the demographics of Applicants that have executed a Lease Agreement, that includes, but not limited to: households type and size, subpopulations served (Veterans, youth, seniors, etc.) other basic demographics, and number of households that have not yet been referred.

**PROVISIONS:**

1. This MOU shall expire one (1) year after the latest execution date of this MOU or when forty-four (44) households have been placed in HAMC housing, whichever comes first.
2. The HAMC has the right to terminate this MOU, without penalty, upon written notice to the other party within thirty (30) days, provided, however, that (a) the AZCEH ensures that Providers shall continue to provide services to Applicants as required in this MOU, as units are available; and (b) the HAMC shall not evict any Applicant solely because this MOU has been terminated. This MOU may be renewed on an annual basis, if agreed upon by all parties.
3. A Provider has the right to terminate its participant in the program, without penalty, upon written notice to the HAMC and AZCEH within thirty (30) days provide that the terminating Provider shall continue to provide services to Applicants already place in HAMC housing as required in this MOU.
4. Noticed required to be given under this MOU shall be sent electronically and by first class mail, postage pre-paid to the following:

Gloria Munoz, Executive Director  
Housing Authority of Maricopa County  
8910 North 78<sup>th</sup> Avenue  
Building D  
Peoria, AZ 85345  
g.munoz@maricopahousing.org  
P: 602.744.4542

XX, Coordinator  
Arizona Coalition to End Homelessness  
3829 North 3<sup>rd</sup> Street  
Suite 104  
Phoenix, AZ 85012  
xxxxx@  
P: 602.xxx.xxxx

IN WITNESS WHEREOF, the following parties hereto have caused this MOU to be executed by their duly authorized representative on this Xth day of February, 2014.

XXXXXXXXXXXXXXXXXXXXX

Name of Provider

By:

By:

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Housing Authority of Maricopa County

By:

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Gloria Munoz, Executive Director

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## **B. 2 New Activities**

### **Attrition**

HCV is currently finalizing a policy to allow the HCV Program to house homeless through a portion of its attrition. Everything will be finalized and approved by the board by July 2016.

### **Veteran Affairs Supportive Housing (VASH)**

Previously there were no vouchers available; with Congress passing the new addition and HAMC being rated a High Performer agency we hope to get on HUDs radar.

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## **Appendix B.3 Civil Rights Certification**

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## **Appendix B.4 Most Recent Fiscal Year Audit**

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#### **B.4 Most Recent Fiscal Year Audit**

##### **SIGNIFICANT DEFICIENCY**

###### **2015-001 General Ledger Maintenance**

**Condition:** Financial information relating to certain balance sheet accounts and inter-program transactions were not recorded appropriately and/or reconciled in a timely basis.

**Criteria:** Adequate internal controls require accurate recording and periodic reconciliation of general ledger activity to ensure accurate financial reporting.

**Cause:** Significant employee turnover in the finance department.

**Effect or Potential Effect:** Additional yearend reconciliations and adjustments were necessary.

**Recommendation:** We recommend that financial activity for all balance sheet accounts be reconciled on a periodic basis to ensure accurate timely financial reporting.

**Corrective Action/Actions Taken:** HAMC has fully implemented a review and reconciliation of all balance sheet accounts on a monthly basis.

**Target Completion Date:** Complete, corrective action has been taken and HAMC has fully implemented a review and reconciliation of all balance sheet accounts on a monthly basis as part of its month-end close.

## **Appendix B.5 Progress Report**

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## B.5 Progress Report

### CY2015 Strategy Document (YEAR ONE) Strategic Priorities, Goals & Accountability

**Our Mission** is to improve the quality of life of families and strengthen communities by developing and sustaining affordable housing programs; and to become a leading housing authority by exemplifying best practices, offering innovative affordable housing programs, and expanding accessibility throughout Maricopa County.

**Our Vision** is to provide housing to all in need of a place to call home.

HAMC's operating philosophy is based on its **Core Values**:

Treat all people with dignity and respect.

Conduct our business in an honest, responsible and accountable fashion.

Help all people realize their full potential.

#### Strategic Priorities

S.P. 1	<b>Increase opportunities for our residents to move beyond their housing needs towards self-sufficiency.</b>
S.P. 2	<b>Increase housing options in underserved communities.</b>
S.P. 3	<b>Promote employee growth and build organizational capacity in support of the agency in becoming a High Performer.</b>
S.P. 4	<b>Emphasize organizational performance and results by being responsive to our customers.</b>

*A note about this document: The HAMC Strategy Document reflects the mission, vision, priorities and goals of the Agency. Department leads and co-leads were designated as owners of each strategic goal. These departments then identified actionable results that provide greater detail as to how the various priorities will be accomplished. While the actionable results included in this document are limited to those created by lead and co-lead departments, all departments contribute to and have a role in helping to achieve HAMC'S priorities and goals. Established in March 2015, this document serves as a high-level guide of what HAMC will strive to achieve over the next three to five years.*



**Strategic Priority 1: Increase opportunities for our residents to move beyond their housing needs towards self-sufficiency.**

Strategic Goal		Accountability
1. Work with partners to increase services in support of customer personal development, education, and employability.		Owner: Vivian/Jazminda
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015) related to this goal (provide data, where available)	<p>The Housing Authority of Maricopa County (HAMC) established 8 new partnerships through the Resident Opportunities and Self-Sufficiency (ROSS) Program. The partnerships were decided on, based on the HUD defined needs, to deliver personal development, education, and employability services. Below is a list of these partners:</p> <ul style="list-style-type: none"> <li>• Money Management International is providing financial literacy, credit counselling and repair, individual development accounts, homeownership, and tax preparation services.</li> <li>• Rio Salado College is providing ESL courses and GED courses.</li> <li>• Maricopa County Workforce Connection is providing Hard/Soft skills job training which include certifications, job search, job placement, and job retention and promotion services.</li> <li>• Greater Phoenix Urban League is providing health services enrollment and dental referral services.</li> <li>• Chicanos Por La Causa Parenting AZ is providing parenting classes and childcare referral services.</li> <li>• Maricopa County Senior Adult Independent Living (SAIL) is providing daily living senior services, nutrition, and meals.</li> <li>• HOPE Network ASU College of Health Promotora Program is providing wellness programs.</li> <li>• A New Life Center will provide Domestic Violence services and workshops.</li> </ul>
b.	Describe upcoming goal commitments and milestones	Discussions have been had with the Housing Choice Voucher (HCV) Program Management on opportunities for expanding service partner referral information to assist HCV participants. A customer presentation on services and service providers will be given in Spring

Strategic Goal		Accountability
		2016.
Strategic Goal		Accountability
2. Explore whether to apply for Move to Work.		Owner: Irma/Mario
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	In order to become a Move to Work (MTW) Public Housing Authority (PHA), Congress would have to authorize the addition of new slots in the Move To Work initiative. In some cases, Congress has authorized specific PHAs to become part of MTW, and in others, Congress has authorized HUD to select the agencies through its own processes. When HUD is responsible for the selection of new MTW PHAs, HUD issues a Notice with criteria for admission and evaluates applications in a competitive process. PIH Notice 2012-16 <i>Request for Applications under the Moving to Work Demonstration Program for Fiscal Year 2011</i> was the last notice HUD issued in regards to MTW.
b.	Describe upcoming goal commitments and milestones	By January 2016, <ul style="list-style-type: none"> <li>• Research MTW program and requirements</li> <li>• Analyze whether HAMC a viable candidate</li> <li>• Determine whether HAMC should apply if the demonstration be expanded</li> </ul>

Strategic Goal		Accountability
3. Focus on delivering self-sufficiency programming that enables HAMC to be an incubator of education and economic improvement for HAMC families.		Owner: Gloria/Vivian
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	The “Earn and Learn” Stipend Program supported services for 32 public housing residents. Maricopa County Workforce Connections is providing Hard/Soft skills job training which includes certification, job search, job placement, and job retention and promotion services to public housing residents.
b.	Describe upcoming goal commitments and milestones	HAMC will be expanding the Maricopa Human Service partnership to provide resident services to the Madison Heights and Coffelt developments. HAMC is adding Goodwill and AZ Call A Teen to the workforce development plan. HAMC is expanding the Workforce Investment Act (WIA) Maricopa Workforce Access Point Program to

Strategic Goal		Accountability
		the Mesa and El Mirage/ Surprise communities. HAMC is finalizing the agreement with Maricopa Human Services to expand resident services to Madison Heights and Coffelt.

**Strategic Priority 2: Increase housing options in underserved communities.**

Strategic Goal		Accountability
1. Serve in the County's efforts to end chronic homelessness (Bridge program, HCV attrition, PH point system).		Owners: Gloria/Irma/Jenese/Donna
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015) related to this goal (provide data, where available)	<p>HAMC created partnerships with homeless providers to lease up public housing units designated for homeless individuals and families. HAMC also added language in HCV Administrative Plan to establish a homeless program through attrition. HAMC's Public Housing Program has housed over 50 homeless households since the implementation of the homeless preference to the waitlist.</p> <p>The Arizona Department of Health Services, Division of Behavioral Health Services (ADHS/DBHS), through a partnership with the Arizona Department of Housing (ADOH), has created a pilot housing initiative to expand the supply of Permanent Supportive Housing (PSH) in Arizona for individuals with serious mental illness' enrolled in the public behavioral health system. The new pilot initiative is a tenant-based rental assistance program with basic policies similar to the federal HCV Program. This initiative will provide ADHS/DBHS clients with more housing choices and the flexibility to select a unit and neighborhood that meets their specific needs and preferences. This program will be designed as a "bridge subsidy" to help individuals eventually access HUD Housing Choice Vouchers. In 2015, Mercy Maricopa and HAMC negotiated an agreeable Scope of Work and budget for 52 individual BRIDGE subsidies; however, DBHS elected to phase out the program. In September 2015, Mercy indicated that they had been able to identify BRIDGE housing subsidy for 50 individuals.</p>

Strategic Goal		Accountability
b.	Describe upcoming goal commitments and milestones	<p>HAMC is establishing an HCV program process &amp; procedures for using HCV attrition to provide vouchers for homeless households.</p> <p>HAMC will execute Intergovernmental Agreements (IGAs) with the Mesa Housing Authority and the City of Phoenix Housing Department to allow them to manage Veteran Affairs Supportive Housing (VASH) Vouchers for homeless veterans in our service area.</p> <p>Mercy and HAMC have converted the old Scope of Work to a “Bridge to Permanency Housing Program.” Mercy is reviewing the Scope and associated Budget, and HAMC awaits hearing next steps.</p> <p>By January 2016:</p> <ul style="list-style-type: none"> <li>• Finalize Bridge contract with Regional Behavioral Health Agency.</li> <li>• Board approval to enter into agreement with Mercy to administer 50 BRIDGE program participants.</li> <li>• A Housing Specialist will be hired to coordinate delivery of this program.</li> </ul>

Strategic Goal		Accountability
2.	Explore options for mixed income communities throughout Maricopa County jurisdiction.	Owners: Gloria/Irma/Donna
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC has Identified several apartment sites as options for mixed income communities.
b.	Describe upcoming goal commitments and milestones	HAMC continues to finalize a plan for transitioning rental subsidies into community apartment sites in Maricopa County.

Strategic Goal		Accountability
3.	Investigate the availability of VASH voucher funding or the viability of establishing a veterans housing program.	Owners: Jenese
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC has entered into an IGA with the City of Mesa Housing Authority (Mesa) to allow VASH recipients to reside in HAMC's jurisdiction while still be administered by Mesa.

Strategic Goal		Accountability
b.	Describe upcoming goal commitments and milestones	PHAs are invited to receive VASH Vouchers by the HUD Field Office. This year, HAMC's HCV Program should be designated a Section 8 Management Assessment Program "High Performer." This "High Performer" rating may make HAMC a likely candidate to be granted VASH vouchers by the HUD Field Office.

Strategic Goal		Accountability
4. Investigate repositioning and repurposing existing portfolio for supportive or affordable housing options to include the establishment of an affiliate nonprofit.		Owners: Gloria/Irma/Donna
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC has committed to a supportive housing set aside for the Madison Heights and Coffelt public housing conversions. HAMC is working to establish a non-profit affiliate for developing, operating and providing services.
b.	Describe upcoming goal commitments and milestones	HAMC is establishing and filing the non-profit documents with the State and the IRS.

Strategic Goal		Accountability
5. Explore creating a home ownership program.		Owners: Donna/Irma/Gloria
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC is currently evaluating options to utilize existing single family homes for homeownership. HAMC has obtained a broker opinion, toured the units to ascertain condition and are exploring financing options.
b.	Describe upcoming goal commitments and milestones	HAMC will develop and implement a plan for a homeownership program.

Strategic Goal		Accountability
6. Create and implement redevelopment strategies for HAMC portfolio to include divestiture		Owners: Gloria/Irma/Donna/Mario
Results/Accomplishments/Progress		Status

Strategic Goal		Accountability
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC has received approval to convert the public housing portfolio to project based vouchers or project based rental assistance and a plan for conversion has been established.
b.	Describe upcoming goal commitments and milestones	<p>HAMC is beginning to implement the plan for portfolio conversions.</p> <p>Madison Heights has been officially closed and the demolition started October 1, 2015.</p> <p>Coffelt is set to close on December 31, 2015.</p> <p>Maricopa Revitalization and Rose Terrace Public Housing families have been analyzed for eligibility of project based vouchers.</p>

Strategic Goal		Accountability
7.	Apply for all opportunities to increase the overall size of the Housing Choice Voucher program.	Owners: Irma/Jenese
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	<p>HAMC accepted 30 housing choice vouchers from the City of Tempe to administer project based vouchers at Apache Trails.</p> <p>HAMC is working with Mercy Maricopa Integrated Care to administer the BRIDGE to Permanent Housing program which will serve 50 seriously mentally ill individuals with housing subsidies.</p> <p>Maricopa Revitalization families are being reviewed for eligibility to receive project based vouchers.</p>
b.	Describe upcoming goal commitments and milestones	In 2016, HAMC will begin administering the BRIDGE to Permanent Housing Program in which case Mercy Maricopa will provide housing subsidy for 50 individuals.

Strategic Goal		Accountability
8. Diversify affordable housing options (deconcentration). Work with tax credit properties in Maricopa County to extend a marketing invitation to HAMC voucher holders.		Owners: Gloria/Jenese/ Jazminda
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC has prepared a list of all tax credit and private owner properties in HAMC's service area using social serve and the HUD website. HAMC is developing a marketing plan to outreach to owners and management agents of these properties.
b.	Describe upcoming goal commitments and milestones	Moving forward HAMC will finalize the outreach plan and will then implement the plan.

Strategic Goal		Accountability
9. Explore smoke free options for HAMC properties.		Owners: Donna/ Mary Ellen/Gloria/Jazminda
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC has committed to smoke free properties for Madison Heights and Coffelt properties.  Parkview Estates will be the Initial property to implement smoke free policies. Parkview Estates is in Phase 1, which was surveying residents. Residents were surveys were due at the end of September.
b.	Describe upcoming goal commitments and milestones	Establish smoke free operations as properties are redeveloped.  HAMC will be soon starting Phase II at Parkview Estates. Phase II includes collecting all surveys, and resident meetings held by Arizona Smoke Free Living. The following step will be lease modifications, lease addendums and implementation.

**Strategic Priority 3: Promote employee growth and build organizational capacity in support of the agency in becoming a High Performer.**

Strategic Goal		Accountability
1. "Idea Factory" system of feedback, place to get info, share info, innovation, positive recognition.		Owners: Gloria/Jenese/Griselda
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC is currently exploring the options available to share information online using the SharePoint site.
b.	Describe upcoming goal commitments and milestones	Moving forward HAMC will be implementing a plan for internal sharing of ideas and recognition. A SharePoint training will be schedule at an upcoming All Hands Staff Meeting. HAMC will have a competition for all sites to develop and maintain their SharePoint sites, in order to encourage and promote the usage of SharePoint.

Strategic Goal		Accountability
2. Cultivate partnerships with community agencies and other industry organizations as a resource for information and industry trends		Owner: Gloria/Vivian/Jenese
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC added 62 new employer and/or employment support resources. Three new partners were established to provide services to public housing residents. HAMC established a partnership with Valle Del Sol to provide on-site medical services at Coffelt. HAMC also participated in annual planning with Arizona Apartment Association (AMA). HAMC's Executive Director is an active participant in the Arizona Housing Alliance and the Arizona Housing Directors Association.
b.	Describe upcoming goal commitments and milestones	HAMC is expanding partnership activities for youth programming, nutrition and childcare support services. Moving forward HAMC will be expanding services to two HAMC public housing sites in the West



Strategic Goal		Accountability
		Valley and add three new partners.  HAMC will also maintain active participation with industry groups.

Strategic Goal		Accountability
3. Maintain the financial resources necessary to support and grow HAMC operations and programs.		Owners: Mario
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015) related to this goal (provide data, where available)	<p>A financial plan and forecast was developed and approved by the board that outlines the allocation of resources across the organization and is adjusted monthly in order to support the strategic objectives and properly fund operations and programs. As of the first two months we are on track with annual expectations (See attachment 3A-Forecast Section)</p> <p>Identifying and creating efficiencies is key to continue maximum use of limited resources and therefore several operating efficiencies have been implemented to date in order to improve output, service, and financial performance:</p> <p>The creation of a fringe pool, reducing accounting effort by approximately 24 hours a month and resulting in more timely and accurate information.</p> <p>The reduction in the issuance of manual checks by converting to electronic methods and the elimination of the manual entry of checks into our banking system to an automated review process. The result is timely payment and recording to vendors, more effective cash</p>

Strategic Goal		Accountability
		<p>management, and a reduction in the time and effort allocated to this process.</p> <p>A more streamlined financial reporting process, reports are issued and reviewed monthly in a format that can be adjusted for all end users such as Investors, banking institution, partners, and managers.</p>
b.	Describe upcoming goal commitments and milestones	<p>Moving forward HAMC will explore assessment, financial analysis, and financial feasibility of different conversion options for public housing portfolio.</p> <p>HAMC plans to have an unqualified Single Audit Report providing validation that financial information is free of material errors.</p> <p>HAMC hopes to accumulate \$1MM in unrestricted funds and implement a financial plan to leverage these resources to maximize the delivery of HAMC's mission.</p>

Strategic Goal		Accountability
4. Prepare HAMC workforce to be competitive in the housing industry.		Owners: Donna/Jenese
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	<p>HAMC has implemented a HERO Performance Award Program as a means for the Agency to promote productivity, initiative, and creativity and to provide immediate and visible recognition of Helpful, Exception, Remarkable, and Outstanding employee contributions.</p> <p>HAMC Staff have attended and are scheduled to attend several trainings including; Low-Income Housing Tax Credit, Uniform Physical Condition Standards, Fair Housing, Project Management and a Professional Development Conference for Women.</p> <p>HAMC's Management is also undergoing Leadership training, Effective Communication, Creating A Respectful Environment, and Working in Teams trainings.</p>

Strategic Goal		Accountability
b.	Describe upcoming goal commitments and milestones	<p>Moving forward all HAMC employees including Management will continue to participate in trainings related to professional development and leadership.</p> <p>HAMC is monitor trainings sponsored by the Arizona Multi-Housing Association for additional trainings including Certified Apartment Management trainings.</p>

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**Strategic Priority 4: Emphasize organizational performance and results by being responsive to our customers.**

Strategic Goal		Owner(s)
1. Establish property maintenance standards for consistency throughout HAMC- owned and managed properties.		Owner: Gloria/James/Dan/Dennis
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC developed a property maintenance standards with input from property operation staff. HAMC is providing training on new standards to property operations staff.
b.	Describe upcoming goal commitments and milestones	In the near future HAMC plans to develop a property maintenance standards policy for the agency. HAMC will then finalize, train and circulate property maintenance standards to on-site property staff.

Strategic Goal		Owner(s)
2. Provide customers additional forums for allowing HAMC to respond to their concerns and needs.		Owner: Irma/Rosha
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	<p>HAMC established the GOING DIGITAL Team in 2014 and has led many accomplishments in 2015 in the electronic exchange of information, services, and money.</p> <p>Information: A new HOW MAY WE HELP YOU section was created so that customers could schedule appointments online. A “Report Fraud” feature was also created.</p> <p>Services: Waitlist applications for both the Public Housing and Housing Choice Voucher programs were received exclusively online. Effort was recognized as a 2015 NACo award winner – best in category. IVR was enhanced to provide outbound caller inspection appointment reminders. The website was enhanced to allow for change reporting to be received online. Additionally, most HAMC</p>

Strategic Goal	Owner(s)
	<p>participant forms are available online as PDF fillable forms.</p> <p>Money: Landlord payments are almost exclusively paid by direct deposit, and utility payments are direct paid to utility companies resulting in direct savings in postage and paper.</p>
<p>b. Describe upcoming goal commitments and milestones</p>	<p>Ongoing through 2018, HAMC will continue moving towards electronic exchange of information, services, and money.</p> <ul style="list-style-type: none"> <li>January 2016 – Project based voucher waitlists will be continuously open for Apache Trails, Rose Terrace, and Maricopa Revitalization.</li> <li>January 2016 – Waitlist interest confirmation responses will no longer be a largely paper-based process. HAMC will move to postcard mailings, and receive confirmation feedback from customers by way of post office, IVR, or online.</li> </ul> <p>2016 – 2018</p> <ul style="list-style-type: none"> <li>Migration off of P shared drive and on to SharePoint</li> <li>Integrated customer web portal (payments, lease signings, renewals and changes, move in letters, HAP agreements, annual recertifications, etc.)</li> <li>Acceptance of debit/credit cards for rent</li> <li>Individual property websites</li> <li>HAMC electronic document management system</li> </ul>

Strategic Goal		Owner(s)
3. Improve customer access to HAMC programs and people.		Owners: Irma/Jazminda
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC has created a Customer Service Task Force team to address, analyze and provide feedback on HAMC's customer service, which in hopes will improve access to HAMC staff and programs. This task force includes looking at means of communication such as phones, in person, and written contact. This task force will also look at current HAMC practices such as "chain of commands" and potential consequences of some of the HAMC practices.
b.	Describe upcoming goal commitments and milestones	The Customer Service Task Force will complete a report of findings at the end of November and the findings will be presented to the Management Team in December.

Strategic Goal		Owner(s)
4. Develop a comprehensive customer orientation process to discern customer education, economic, employment, and family needs in order to match service response.		Owner: Vivian
Results/Accomplishments/Progress		Status
a.	List specific accomplishments and results achieved during reporting period (calendar year 2015)related to this goal (provide data, where available)	HAMC completed a service tracking of 95 Avondale community residents participating in Access Point and the <i>Earn and Learn</i> Stipend Program activities. HAMC completed a community wide surveys on education and workforce career interests within HAMC properties, the survey resulted with an additional 32 ROSSSC participants.
b.	Describe upcoming goal commitments and milestones	Moving forward HAMC will initiate a comprehensive resident services need assessment process for the Mesa and El Mirage and Surprise communities utilizing a Needs Assessment Survey. This survey assess and tracks service responses and partner service outcomes quarterly starting June 2016. HAMC will meet annually with partners to review progress and initiate new service activities based on outcomes.

## **Appendix B. 6 Resident Advisory (RAB) Comments**

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## B.6 Resident Advisory Board Comments

### 2016 Annual Agency Plan Resident Meetings

HAMC facilitated local area meetings to address the required US Department of Housing and Urban Development mandate that the PH Authority coordinate an annual process, providing opportunity for Public Housing Residents to review and give their input to the PH Authority (HAMC), concerning the agency plan.

HAMC facilitated the Annual Plan process which included:

- ◆ Formal meetings with staff and residents to discuss community accomplishments, current issues, and to solicit ideas and solutions for their local communities as part of the Annual Plan Input process.
- ◆ Discuss HAMC services and improvements completed within the past year.
- ◆ Discuss and solicit input on progress made toward the accomplishment of previous year recommendations and actions requested by the residents.
- ◆ Solicit input on new perspectives and suggestions from resident participants on future actions and improvements desired for their community.

Meeting Notices and Community Meeting Schedules were distributed and posted at the local public housing properties. Although agenda content was common for all meetings, dialogue and feedback from residents was specific and distinct for each community and individualized local input was able to be gathered and assessed. Staff that attending the meeting provided responses and information to questions from residents. The local Property Manager served as the meeting facilitator and recorder.

Northwest Area	Southwest Area	Peoria Area	East Valley Area
February 8, 2016	January 19, 2016	February 2, 2016	January 29, 2016
6 Residents Participated	10 Residents Participated	6 Residents Participated	9 Residents Participated
<b>General Topics:</b>	<b>General Topics:</b>	<b>General Topics:</b>	<b>General Topics:</b>
Smoke Free Housing	Smoke Free Housing	Smoke Free Housing	Smoke Free Housing
RAD conversion Q & A	RAD Conversions Q & A	RAD Conversions Q & A	RAD Conversions Q & A:
<b>Resident Requests:</b> Door Bells Patio/Porch Covers New Windows More Trees Better Lighting Speed Bumps	<b>Resident Requests:</b> Ceiling fans New flooring Exterior painting Additional Outside Lights Security Screens on front doors Update the bathrooms	<b>Resident Requests:</b> Window Blinds Buildings Repainted Speed Bumps Storage Closets More Landscape Rock	<b>Resident Requests:</b> Improved Landscaping Additional Storage Area Security Screen Doors for the back doors of the units Pidgeon Remediation



Better Address/Apt. #'s on the Buildings			

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## **Appendix B.7 Certification by State or Local Officials**

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## **Appendix C.1 Statement of Capital Improvements**

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# Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/20011

Part I: Summary						
PHA Name/Number Housing Authority of Maricopa County AZ20P00950115			Locality (City/County & State) Phoenix, Maricopa, Arizona		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: 1	
A.	Development Number and Name	Work Statement for Year 1 FFY __2015__	Work Statement for Year 2 FFY __2016__	Work Statement for Year 3 FFY __2017__	Work Statement for Year 4 FFY __2018__	Work Statement for Year 5 FFY __2019__
B.	Physical Improvements Subtotal	Annual Statement	431,149	277,090	279,090	227,090
C.	Management Improvements		5,000	3,000	2,000	2,000
D.	PHA-Wide Non-dwelling Structures and Equipment		10,000	3,000	2,000	2,000
E.	Administration		108,461	51,200	51,200	51,200
F.	Other		105,000	50,000	50,000	50,000
G.	Operations		125,000	30,000	30,000	30,000
H.	Demolition					
I.	Development		300,000	100,000	100,000	100,000
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		1,084,610	514,290	514,290	514,290
L.	Total Non-CFP Funds					
M.	Grand Total		1,084,610	514,290	514,290	514,290

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

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/20011

<b>Part I: Summary (Continuation)</b>						
PHA Name/Number Housing Authority of Maricopa County- AZ20P00950113			Locality (City/county & State) Phoenix/Maricopa/Arizona		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: 1	
A.	Development Number and Name	Work Statement for Year 1 FFY __2015__	Work Statement for Year 2 FFY __2016__	Work Statement for Year 3 FFY __2017__	Work Statement for Year 4 FFY __2018__	Work Statement for Year 5 FFY __2019__
		<b>Annual Statement</b>				
	PHA Wide Activities		165,049	66,590	97,590	26,000
	AMP 2 Clare Feldstadt/Father Fidelis		22,500	48,000	50,000	40,000
	AMP 5/16 Baden/Hollar		60,000	35,000	28,500	15,000
	Amp. 7 Scattered site homes-West Valley		41,000			
	Amp. 8 Casa Bonitas/Paradise/Villa Monte Rosa/Flora Statler		24,000	24,000	15,000	30,000
	Amp. 9 John Hammond/Varney		48,600	65,000	65,000	31,000
	Amp. 13 Rose Terrace		14,000	13,000	5,000	25,000
	Amp. 14 Mesa Scattered Sites		21,000	18,000		
	AMP 15 Parkview		35,000	7,500	18,000	30,000
	Subtotal		431,149	277,090	279,090	279,090

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/20011**

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**Part II: Supporting Pages – Physical Needs Work Statement(s)**

Work Statement for Year 1 FFY ____2015____	Work Statement for Year ____4____ FFY ____2018____			Work Statement for Year: ____5____ FFY ____2019____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	PHA WIDE-“Green Retrofit” inc., landscape, sidewalks, parking, plumb, appliances & electric upgrades		97,590	PHA WIDE-“Green Retrofit” inc., landscape, sidewalks, parking, plumb, appliances & electric upgrades		108,090
Annual Statement	AMP 2 Kitchen/Bath upgrades	8	40,000	AMP 2 Kitchen/Bath upgrades	8	40,000
	AMP 2 Flooring	5	10,000	AMP 5/16 Bath upgrades	10	15,000
	AMP 5/16 kit bath doors	5	25,000	AMP 8 Bath upgrade	20	30,000
	AMP 5/16 Flooring	2	3,500	AMP. 9 Roofing	1	10,000
	AMP 8 Bath upgrade	10	15,000	AMP 9 Bath Upgrades	5	6,000
	AMP. 9 Roofing	2	50,000	AMP 9 Doors	10	15,000
	AMP 9 Doors	10	15,000	AMP 13 Windows/screens	20	25,000
	Amp. 13 HAVC	1	5,000	AMP 15 Kit bath	8	30,000
	AMP 15 Roofs	3	10,500			
	AMP 15 Kit bath	2	7,500			
	Subtotal of Estimated Cost		\$ 279,090	Subtotal of Estimated Cost		\$ 279,090

**Part III: Supporting Pages – Management Needs Work Statement(s)**

Work Statement for Year 1 FFY ____2015____	Work Statement for Year ____2____ FFY ____2016____		Work Statement for Year: ____3____ FFY ____2017____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
<b>See</b>	<b>PHA WIDE</b>		<b>PHA WIDE</b>	
<b>Annual</b>	Training, consulting	5,000	Training, consulting	3,000
<b>Statement</b>				
	Administrative	108,461	Administrative	51,200
	Office equip, maint. Equip	10,000	Office equip, maint. Equip	3,000
	Operations	125,000	Operations	30,000
	Development	300,000	Development	100,000
	Other: Relocation, contingency	105,000	Other: Relocation, contingency	50,000
	Subtotal of Estimated Cost	\$ 653,461	Subtotal of Estimated Cost	\$ 237,200



**U.S. Department of Housing and Urban Development  
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Work Statement for Year 1 FFY 2015	Work Statement for Year 4 FFY 2018		Work Statement for Year: 5 FFY 2019	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See	PHA Wide		PHA Wide	
Annual	Training, consulting	2,000	Training, consulting	2,000
Statement				
	Administrative 10%	51,200	Administrative 10%	51,200
	Office equip, maint. Equip	2,000	Office equip, maint. Equip	2,000
	Operations	30,000	Operations	30,000
	Development	100,000	Development	100,000
	Other: Relocation, contingency	50,000	Other: Relocation, contingency	50,000
	Subtotal of Estimated Cost	\$ 235,200	Subtotal of Estimated Cost	\$ 235,200

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Capital Fund Financing Program

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

<b>Part I: Summary</b>					
PHA Name: <b>HOUSING AUTHORITY OF MARICOPA COUNTY</b>		Grant Type and Number Capital Fund Program Grant No: AZ20P00950113 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2013 FFY of Grant Approval:
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 01/31/2016 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	160,000	160,000	160,000.00	160,000.00
3	1408 Management Improvements	18,500	3,500	3290.00	3290.00
4	1410 Administration (may not exceed 10% of line 21)	92,287	92,287	92,287.00	92,287.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,000	15,000.00	8,177.62	3,577.62
8	1440 Site Acquisition				
9	1450 Site Improvement	78,000	0	0	0
10	1460 Dwelling Structures	369,583	510,083	510,083.00	446,277.56
11	1465.1 Dwelling Equipment—Nonexpendable	40,000	40,000	40,000.00	40,000.00
12	1470 Non-dwelling Structures	1,000	1,000	1,000.00	1,000.00
13	1475 Non-dwelling Equipment	31,000	1,000	1,000.00	1,000.00
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	2,500	0	0	0
17	1499 Development Activities <sup>4</sup>	100,000	100,000.00	100,000.00	100,000.00

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

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<b>Part I: Summary</b>					
PHA Name: <b>Housing Authority Maricopa County</b>		Grant Type and Number Capital Fund Program Grant No: AZ20P00950113 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant:2013 FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:        ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 1/31/2016 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)	15,000	0	0	0
20	Amount of Annual Grant:: (sum of lines 2 - 19)	922,870		915,837.62	847,432.18
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities			350.00	350.00
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs			3,697.34	3,697.34
25	Amount of line 20 Related to Energy Conservation Measures	201,600	124,321.17	124,321.17	124,321.17
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: HOUSING AUTHORITY OF MARICOPA COUNTY			Grant Type and Number Capital Fund Program Grant No: AZ20P00950113 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2013		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA Wide	Operations	1406		160,000	160,000	160,000.00	160,000.00	Complete
PHA Wide	Management Improvements	1408		18,500	3,500	3,290.00	3,290.00	In progress
PHA Wide	Administration (10 %)	1410		92,287	92,287	92,287.00	92,287.00	Complete
AMP 2, 13, 14	architect fees 1 bedrooms, PNA fees	1430		15,000	15,000	8,362.82	8,362.82	In progress
PHA Wide	Appliances	1465.1		40,000	40,000	40,000.00	40,000.00	Complete
AMP 2	Laundry Room remodel	1470	1	1,000	1,000	1,000.00	1,000.00	Complete
AMP 2	Benches, locks for laundry	1475	1	31,000	1,000	835.66	835.66	Complete
Amp 7	Maintenance tools	1475	1			164.34	164.34	Complete
	<b>Total 1475</b>	1475				<b>1,000.00</b>	<b>1,000.00</b>	Complete
AMP 1 ,5	Development – Coffelt & Madison	1499		100,000	100,000	100,000.00	100,000.00	Complete

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

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

Part II: Supporting Pages								
PHA Name:  HOUSING AUTHORITY OF MARICOPA COUNTY		Grant Type and Number Capital Fund Program Grant No: AZ20P00950113 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: <b>2013</b>			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA Wide	Fencing, Sidewalks, Streets Landscaping, sidewalks	1450		78,000	0	0	0	
AMP 2,5,7, 15	Flooring	1460	16 Units			30,830.17	30,830.17	Complete
AMP 2 & 15	Duct Work Replacement & insulation	1460	6			9,109.55	9,109.55	Complete
AMP 8	Windows	1460	20 Units			39,812.50	39,812.50	Complete
AMP 2,5,7,9,15	Doors, locks, security screen doors	1460	52 Units			9,637.36	9,637.36	Complete
AMP 2, 7, 15	Tub Surrounds	1460	12			18,350.00	18,350.00	Complete
AMP 7	Heat Pumps	1460	6 Units			33,391.24	33,391.24	Complete
AMP 7 & 15	SFH remodels + supplies	1460	11 units			272,342.29	248,712.85	In progress
AMP 13	CO/smoke alarms	1460	40			1,522.77	1,522.77	Complete
AMP 1,5,13,14,15	Hot water heaters	1460	32			10,541.06	10,541.06	Complete
AMP 2	Repair termite damage	1460	4			1,716.00	1,716.00	Complete
AMP 15	Balance of Gas Packs Costs - Parkview	1460	45			4,318.38	4,318.38	Complete
AMP 2, 5, 15	Apartment remodeling & supplies	1460	4			17,087.40	17,087.40	Complete
AMP 13	Plumbing lines replaced	1460	2			2,007.88	2,007.88	Complete
AMP 7, 15	SFH exterior repairs & painting	1460	6			49,644.25	9,468.25	In progress
AMP 9,15	Countertops	1460	6 units			3,300.00	3,300.00	Complete
AMPs 2,5,15	Faucet replacement – pm maint.	1460	16			2,007.88	2,007.88	Complete
AMPs 2 ,5	Electrical supplies – pm maint.	1460	46			1,760.79	1,760.79	Complete

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

PHA Name:  HOUSING AUTHORITY OF MARICOPA COUNTY	Grant Type and Number Capital Fund Program Grant No:   AZ20P00950113 CFFP (Yes/ No): Replacement Housing Factor Grant No:	Federal FFY of Grant: <b>2013</b>
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<sup>2</sup> To be completed for the Performance and Evaluation Report.



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

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

<b>Part I: Summary</b>					
PHA Name: HOUSING. AUTHORITY OF MARICOPA COUNTY		Grant Type and Number Capital Fund Program Grant No: AZ20000950114 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2014 FFY of Grant Approval:
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 01/31/2016 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	151,115		0	0
3	1408 Management Improvements	80,000		3,955.00	3,955.00
4	1410 Administration (may not exceed 10% of line 21)	100,767		100,767.00	100,767.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,000		0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	135,000		40,944.73	21,503.40
10	1460 Dwelling Structures	340,790		300,378.63	216,795.88
11	1465.1 Dwelling Equipment—Nonexpendable	40,000		8,497.80	8,497.80
12	1470 Non-dwelling Structures	5,000		3,473.64	3,473.64
13	1475 Non-dwelling Equipment	25,000		5,110.34	5,110.34
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	5,000	0	0	0
17	1499 Development Activities <sup>4</sup>	75,000		75,000.00	75,000.00

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.



Annual Statement/Performance and Evaluation Report  
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Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

<b>Part I: Summary</b>					
PHA Name: HOUSING. AUTHORITY OF MARICOPA COUNTY	Grant Type and Number Capital Fund Program Grant No:           AZ20000950114 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:       2014 FFY of Grant Approval:			
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: 1        ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 01/31/16 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)	40,000	40,000.00	0	0
20	Amount of Annual Grant:: (sum of lines 2 - 19)	1,007,672		538,127.14	435,103.06
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures	159,000		0	0
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

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

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: HOUSING. AUTHORITY OF MARICOPA COUNTY			Grant Type and Number Capital Fund Program Grant No: AZ20000950114 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2014		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA Wide	Operations	1406		151,115		0	0	
PHA Wide	Management Improvements- UA Study	1408		80,000		3,955.00	3,955.00	
PHA Wide	Administration (10%)	1410		100,767		100,767.00	100,767.00	complete
PHA Wide	Fees & Costs	1430		10,000		0	0	
PHA Wide	Appliances	1465		40,000		8,497.80	8,497.80	In progress
AMP 2	Laundry room remodeling	1470		5,000		3473.64	3473.64	
AMP 15	New Mailboxes & locks	1475				3299.85	3299.85	Complete
AMP 2	Laundry Room benches, locks, fixtures	1475				1170.48	1170.48	Complete
AMP 2	Maintenance paint sprayer	1475				640.01	640.01	Complete
	<b>Total 1475</b>			<b>25,000</b>		<b>5,110.34</b>	<b>5,110.34</b>	
PHA	Relocation	1495		5,000		0	0	
PHA	Development Activities	1499		75,000		75,000	75,000	
PHA Wide	Contingency	1502		40,000		0	0	

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

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

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

Part II: Supporting Pages								
PHA Name: HOUSING. AUTHORITY OF MARICOPA COUNTY			Grant Type and Number Capital Fund Program Grant No: AZ20000950114 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2014		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
Amp 2, 5, 9,14,	Hot water heaters	1460	49			22,364.46	22,364.46	Complete
AMP 2, 9	Tub/Surrounds	1460	3			3,050.00	1,500.00	In progress
AMP 2, 5,13,14,15	Floor Covering	1460	15			28,216.62	21,955.01	In progress
AMP 7,14,15	Complete Kitchen/Bath & Upgrades SFH	1460	10			178,392.48	104,958.48	In progress
AMP 8	Apartment remodel	1460	7	60,000		30,748.66	30,161.50	In progress
AMP 7 14,15	Insulation/duct replacement	1460	2			2,649.00	2,649.00	Complete
AMP 7,14,15	Exterior Paint	1460	4			4599.71	3,991.23	In progress
AMP 14, 15	Roof Replacement	1460	3			13,198.28	13,198.28	Complete
AMP	Countertop replacement	1460	5			3741.50	3,200.00	In progress
AMP 2	Locks – pm maintenance	1460				6764.73	6764.73	Complete
Amps 8, 5, 15, 9	Faucets – pm maintenance	1460	30			3014.13	3014.13	Complete
AMP 13	Replace electrical disconnects	1460	1			600.00	600.00	Complete
AMP 2	Electrical supplies – pm maintenance	1460	2 sites			1402.38	1402.38	Complete
AMP 14, 15	Security screen doors	1460	6 houses			1286.68	1286.68	Complete
AMP 15	ADA Smoke detector installed	1460	1			350.00	350.00	Complete
	Total 1460			340,790		300,545.63	217,395.88	

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

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

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Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

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

[illegible]

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