CITY OF MANISTEE HOUSING COMMISSION

Tuesday, October 13, 2015

Community Room - Harborview

4:00 PM

AGENDA

1. **Call to Order/Roll Call**
2. **Public Comments on Agenda Related Items**

   This is an opportunity for citizens to comment on items on the Agenda. Citizens in attendance may be recognized by the Commission President. The City of Manistee Housing Commission Public Comment Policy limits each individual to a three (3) minute statement. The City of Manistee Housing Commission will receive public comments on agenda items only at this time.

3. **Public Hearing: Annual Plan of the Public Housing Authority**
   a. *At this time the Commission will receive and review the following reports:*
      1) *All public comments received*
      2) *The meeting of the Resident Advisory Board*

   b. *The 2016 Annual Plan* 2
4. **Amendments to Agenda**
5. **New Business**

   a. Resolution 2015-16 Adoption of the 2016 Annual Plan 40
6. **Public Comment**

   This is an opportunity for citizens to comment on Housing Commission affairs. Citizens in attendance may be recognized by the Commission President. Citizen comments are not limited to agenda items but should be directed to Housing Commission services, activities or areas of involvement. The City of Manistee Housing Commission Public Comment Policy limits each individual to a three (3) minute statement. The City of Manistee Housing Commission will receive public comments at this time and will respond at a later date if the Housing Commission determines a response is appropriate.

7. **Adjournment**

City of Manistee
Housing Commission
273 6th Avenue, Manistee, Michigan 49660
PROVIDING SAFE AFFORDABLE HOUSING

Public Review Copy

Annual Plan
and
Five-Year Action Plan
2015—2019

Comments must be received in writing and include:

- **Commenter name and address**
- **Commenter signature**
- **Comments to be submitted**

Public Housing Authority of the United States Department of Housing and Urban Development
p: 231.723.6201 / f: 231.723.8900 / TDD/TTY: 800.545.1833 x870 / manisteehousing@manisteehousing.com

Legal Notice
2016 Annual Plan Comment Period

City of Manistee Housing Commission 2016 Annual Plan Comment Period

On 8/28/2015 the City of Manistee Housing Commission shall make available for public review a draft copy of components of its Annual Agency Plan per the guidelines of the 24 CFR 903, a requirement of the Quality Housing and Work Responsibility Act of 1998.

Documents shall be available for review for a period of approximately 45 days at:

- www.manisteemi.gov
- City of Manistee Housing Commission Offices
    - Harborview Apartments
    - 273 6th Ave, Manistee, MI 49660
    - Monday—Friday 8:00 AM to 4:00 PM

Comments must be received in writing and include

- Commenter name and address
- Commenter signature
- Comments to be submitted

Comments are to be addressed

- CMHC 2016 Annual Plan Comment
  Attn: Clinton McKinven-Copus, Executive Director
  273 Sixth Ave.
  Manistee, MI 49660
  OR
  clintonmc@manisteehousing.com

The City of Manistee Housing Commission has scheduled a public hearing to he held on October 13, 2015 @ 4:00PM in the Community Room of Harborview Apartments located at 273 Sixth Ave., Manistee, MI 49660. At this time, the CMHC Commissioners shall receive and consider any and all written comments prior to finalization of their agency plan for submission to HUD on or before October 16, 2015.

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 8/30/2011

1.0 PHA Information
PHA Name: **Manistee Housing Commission** PHA Code: **MI078**
PHA Type: ☒ Small ☒ High Performing ☐ Standard ☐ HCV (Section 8)
PHA Fiscal Year Beginning: (MM/YYYY): **01/2016**

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)
Number of PH units: **218** Number of HCV units: **N/A**

3.0 Submission Type
☐ 5-Year and Annual Plan ☒ Annual Plan Only ☐ 5-Year Plan Only

4.0 PHA Consortia ☐ PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1:					
PHA 2:					
PHA 3:					

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:

5.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

6.0 PHA Plan Update

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

No revision since 2015 Annual Plan and 5-Year Plan Submission

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

PHA plans are made available for public access, and display locations and supporting documents are made available at the main administrative office located at 273 6th Avenue, Manistee, MI 49660.

(b) 6: Designated Housing for Elderly and Disabled Housing

The PHA intends to apply for the designation of Elderly and Disabled Housing for 48 units [located in the Harborview Complex] of project number MI078-2.

(b) 11: Results of the most recent fiscal year audit

No findings

(b) 13: Violence Against Women Act

The PHA works closely with our local Domestic Violence Shelter [CHOICES of Manistee County] to provide housing and support to victims of domestic violence.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. *Include statements related to these programs as applicable.*

See attachment MI078a07

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8.0	**Capital Improvements.** Please complete Parts 8.1 through 8.3, as applicable.
8.1	**Capital Fund Program Annual Statement/Performance and Evaluation Report.** As part of the PHA 5-Year and Annual Plan, annually complete and submit **t**he *Capital Fund Program Annual Statement/Performance and Evaluation Report,* form HUD-50075.1, for each current and open CFP grant and CFFP financing. **See Attached:** **CFP 2012 P & E Report [HUD 50075.1]** **CFP 2013 P & E Report [HUD 50075.1]** **CFP 2014 P & E Report [HUD 50075.1]** **CFP 2015 P & E Report [HUD 50075.1]**
8.2	**Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan*, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. **See Attached CFP Five-Year Action Plan (HUD 50075.2)**
8.3	**Capital Fund Financing Program (CFFP).** ☐ Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. **Not Applicable**
9.0	**Housing Needs**. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. **The Manistee Housing Commission has based its statements of needs of families on its waiting list on the needs expressed in the Consolidated Plan, participated in any consultation process organized and offered by the Consolidated Plan agency, and has consulted with the Consolidated Plan agency during the development of the PHA plan.** **The Manistee Housing Commission has identified the primary need of housing pertains to a shortage of affordable housing for all eligible populations.**

9.1	**Strategy for Addressing Housing Needs**. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**
10.0	**Additional Information**. Describe the following, as well as any additional information HUD has requested. (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" **The Manistee Housing Commission will, on a periodic basis, amend this Agency Plan as a result of changing needs and goals of the agency. Should a substantial deviation and/or significant amendment or modification occur, the Manistee Housing Commission shall reconvene the RAB, publish comments for the amendments, and, in addition conduct a public hearing on the proposed amendments.** **<u>Substantial Deviation/Modification</u>: Defined as 1) a significant change of more than 25% in any financial fund (Operating, Capital or Reserve, that materially affects the ability of the Manistee housing Commission to implement the provisions of the Annual Plan or the 5-Year Plan either allowing items to be completed ahead of schedule or causing the delay in the implementation of those planned items; or 2) actions of the Manistee Housing Commission that are in response to and in an effort to mitigate the results of emergencies or natural disasters causing wide-spread damage to its properties and facilities.** **<u>Significant Amendment:</u> Defined as:** - **Changes to rent or admissions policies or organizations of the waiting list;** - **Additions of non-emergency work items (items not intended in the current 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; and** - **Any change with regard to demolition or disposition, designation, homeownership programs or conversions activities** - **Findings from studies such as Physical Needs Assessments (PNA).** - **Opportunity to expand public housing with potential partnerships with privately leveraged funds.** - **Moving of funding between line items totaling more than 10% of the total grant.** -

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11.0	**Required Submission for HUD Field Office Review**. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office. (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

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

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

Instructions form HUD-50075

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

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

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

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

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

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

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

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

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

(a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.

(b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central off ice of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

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

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.

3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

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

5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.

6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1**) development name and number; **2**) designation type; **3**) application status; **4**) date the designation was approved, submitted, or planned for submission, and; **5**) the number of units affected.

7. **Community Service and Self-Sufficiency.** A description of: (**1**) Any programs relating to services and amenities provided or offered to assisted families; (**2**) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**

8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

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9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.

10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.

12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

13. **Violence Against Women Act (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

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

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

(b) Demolition and/or Disposition. With respect to public housing projects owned by the PHA and subject to ACCs under the Act: **(1)** A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and **(2)** A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent **that approved and/or pending** demolition and/or disposition has changed.

(c) Conversion of Public Housing. With respect to public housing owned by a PHA: **1)** A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/conversion.cfm

(d) Homeownership. A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.

(e) Project-based Vouchers. If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

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

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

(a) To submit the initial budget for a new grant or CFFP;

(b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and

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

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

1. At the end of the program year; until the program is completed or all funds are expended;

2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and

3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

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

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

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

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

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

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

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

(b) Significant Amendment and Substantial Deviation/Modification. PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

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

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

(a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*

(b) Form HUD-50070, *Certification for a Drug-Free Workplace* **(PHAs receiving CFP grants only)**

(c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* **(PHAs receiving CFP grants only)**

(d) Form SF-LLL, *Disclosure of Lobbying Activities* **(PHAs receiving CFP grants only)**

(e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* **(PHAs receiving CFP grants only)**

(f) Resident Advisory Board (RAB) comments.

(g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.

(h) Form HUD-50075.1**, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (Must be attached electronically for PHAs receiving CFP grants only).** See instructions in 8.1.

(i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* **(Must be attached electronically for PHAs receiving CFP grants only).** See instructions in 8.2.

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HOPE VI, MIXED FINANCE MOD OR DEVELOPMENT, DEMOLITION, CONVERSION, HOMEOWNERSHIP, PROJECT BASED VOUCHERS

a. HOPE VI OR MIXED FINANCE MOD OR DEVELOPMENT

Not applicable to MHC for the 2016 Annual Plan Submission

b. DEMOLITION AND/OR DISPOSITION

Not applicable to MHC for the 2016 Annual Plan Submission

c. CONVERSION OF PUBLIC HOUSING

Not applicable to MHC for the 2016 Annual Plan Submission

d. HOMEOWNERSHIP

Not applicable to MHC for the 2016 Annual Plan Submission

e. PROJECT-BASED VOUCHERS

Not applicable to MHC for the 2016 Annual Plan Submission

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 06/30/2017

Part I: Summary

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-16 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant: 2016** **FFY of Grant Approval:**

Type of Grant
☒ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☐ **Revised Annual Statement (revision no:)**
☐ **Performance and Evaluation Report for Period Ending:** ☐ **Final Performance and Evaluation Report**

Line	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost [1]**	
		Original	**Revised[2]**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) [3]	$26,431.00			
3	1408 Management Improvements	$18,879.00			
4	1410 Administration (may not exceed 10% of line 21)	$18,879.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$10,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	$99,601.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	$15,000.00			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities [4]				

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

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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 06/30/2017

Part I: Summary

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-16 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant:2016** **FFY of Grant Approval:**

Type of Grant

☒ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☐ **Revised Annual Statement (revision no:)**

☐ **Performance and Evaluation Report for Period Ending:** ☐ **Final Performance and Evaluation Report**

Line	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost [1]**	
		Original	**Revised [2]**	**Obligated**	**Expended**
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	$188,790.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director	**Date 10/13/2015**	**Signature of Public Housing Director**	**Date**

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

DRAFT: Pre-submission

Part II: Supporting Pages

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-16 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2016**

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 [1]	Funds Obligated[2]	Funds Expended[2]	
HA Wide	Housing Operations	1406	14%	$26,431.00				
HA Wide	Management Improvements	1408	10%	$18,879.00				
HA Wide	Partial Salary/Benefits (CFP Staff)	1410	10%	$18,879.00				
HA Wide	Professional Services	1430	5.29%	$10,000.00				
15HA Wide	Non-dwelling Equipment: Server Replacement	1475	7.94%	$15,000.00				

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

DRAFT: Pre-submission

Part II: Supporting Pages

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-16 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2016**

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 [1]	Funds Obligated[2]	Funds Expended[2]	
HA Wide	Unit and Property Modernization	1460	53%	$99,601.00				
GRAND TOTAL			100%	$188,790.00				

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

DRAFT: Pre-submission

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Manistee Housing Commission-MI078

Federal FFY of Grant: 2016

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates [1]
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA Wide	12/31/2017		12/31/2020		
MI078-1	12/31/2017		12/31/2020		
MI078-2	12/31/2017		12/31/2020		

[1] 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.

DRAFT: Pre-submission

Part I: Summary

PHA Name/Number **Manistee Housing Commission – MI078**			Locality (City/County & State) **Manistee/Manistee, Michigan, 49660**		☒**Original 5-Year Plan** ☐**Revision No:**	
A.	Development Number and Name	Work Statement for Year 1 FFY **2016**	Work Statement for Year 2 FFY **2017**	Work Statement for Year 3 FFY **2018**	Work Statement for Year 4 FFY **2019**	Work Statement for Year 5 FFY **2020**
B.	Physical Improvements Subtotal	Annual Statement	$103,378.00	$110,153.00	$110,153.00	$110,153.00
C.	Management Improvements		$18,879.00	$18,879.00	$18,879.00	$18,879.00
D.	PHA-Wide Non-dwelling Structures and Equipment		$15,000.00	$12,000.00	$12,000.00	$12,000.00
E.	Administration		$18,879.00	$18,879.00	$18,879.00	$18,879.00
F.	Other		$10,000.00	$10,000.00	$10,000.00	$10,000.00
G.	Operations		$22,654.00	$18,879.00	$18,879.00	$18,879.00
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		**188,790.00**	**188,790.00**	**188,790.00**	**188,790.00**
L.	Total Non-CFP Funds					
M.	Grand Total	**188,790.00**	**188,790.00**	**188,790.00**	**188,790.00**	**188,790.00**

DRAFT: Pre-submission

Part II: Supporting Pages – Physical 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	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	HA-Wide Unit Modernization		$103,378.00	HA-Wide Unit Modernization		$110,153.00

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 Annual Statement	Unit & Property Modernization		$110,153.00	Unit & Property Modernization		$110,153.00
	Subtotal of Estimated Cost		**$110,153.00** *(188,790.00 total CFP)*	Subtotal of Estimated Cost		**$110,153.00** *(188,790.00 total CFP)*

DRAFT: Pre-submission

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
See	HA Wide Operations: General Housing Operations	$22,654.00	HA Wide Operations: General Housing Operations	$18,879.00
Annual				
Statement	HA Wide Management Improvements	$18,879.00	HA Wide Management Improvements	$18,879.00
	HA Wide Administrative Costs: Salary/Benefits for CFP Staff	$18,879.00	HA Wide Administrative Costs: Salary/Benefits for CFP Staff	$18,879.00
	HA Wide Fees and Costs: Professional Services/Consulting for HA Projects	$10,000.00	HA Wide Fees and Costs: Professional Services/Consulting for HA Projects	$10,000.00
	HA Wide Management Improvements Server Upgrade	$15,000.00	HA Wide Management Improvements Copier Replacement	$12,000.00
	Subtotal of Estimated Cost	**$85,412.00** *(188,799.00 total CFP)*	Subtotal of Estimated Cost	**$78,637.00** *(188,799.00 total CFP)*

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DRAFT: Pre-submission

Part III: Supporting Pages – Management 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	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See	HA Wide Operations: General Housing Operations	$18,879.00	HA Wide Operations: General Housing Operations	$18,879.00
Annual				
Statement	HA Wide Management Improvements	$18,879.00	HA Wide Management Improvements	$18,879.00
	HA Wide Administrative Costs: Salary/Benefits for CFP Staff	$18,879.00	HA Wide Administrative Costs: Salary/Benefits for CFP Staff	$18,879.00
	HA Wide Fees and Costs: Professional Services/Consulting for HA Projects	$10,000.00	HA Wide Fees and Costs: Professional Services/Consulting for HA Projects	$10,000.00
	HA Wide Maintenance Equipment Replacement/Updating	$12,000.00	HA Wide Appliance Replacement	$12,000.00
	Subtotal of Estimated Cost	**$78,637.00** *(188,799.00 total CFP)*	Subtotal of Estimated Cost	**$78,637.00** *(188,799.00 total CFP)*

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DRAFT: Pre-submission

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 06/30/2017

Part I: Summary

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-12 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant: 2012** **FFY of Grant Approval:**

Type of Grant
☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 08/22/2015** ☐ **Final Performance and Evaluation Report**

Line	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost [1]**	
		Original	**Revised[2]**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) [3]	$40,000.00		$40,000.00	$40,000.00
3	1408 Management Improvements	$20,000.00		$20,000.00	$20,000.00
4	1410 Administration (may not exceed 10% of line 21)	$20,000.00		$20,000.00	$20,000.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$10,000.00		$10,000.00	$7,687.37
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	$101,849.00		$101,849.00	$10,293.50
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities [4]				

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

DRAFT: Pre-submission

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 06/30/2017

Part I: Summary

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-12 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant:2012** **FFY of Grant Approval:**

Type of Grant

☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☐ **Revised Annual Statement (revision no:)**

☒ **Performance and Evaluation Report for Period Ending: 08/22/2015** ☐ **Final Performance and Evaluation Report**

Line	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost [1]**	
		Original	**Revised [2]**	**Obligated**	**Expended**
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	$191,849.00		$191,849.00	$97,980.87
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director	**Date 08/22/2015**	**Signature of Public Housing Director**	**Date**

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

DRAFT: Pre-submission

Part II: Supporting Pages

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-12 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2012**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
HA Wide	Housing Operations	1406	16%	$40,000.00		$40,000.00	$40,000.00	100% Completed
HA Wide	Management Improvements	1408	10%	$20,000.00		$20,000.00	$20,000.00	100% Completed
HA Wide	Partial Salary/Benefits (CFP Staff)	1410	10%	$20,000.00		$20,000.00	$20,000.00	100% Completed
HA Wide	Professional Services	1430	4%	$10,000.00		$10,000.00	$7,687.37	77% Completed

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

DRAFT: Pre-submission

Part II: Supporting Pages

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-12 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2012**

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised [1]	Funds Obligated[2]	Funds Expended[2]	
MI078-02	Comp. Mod-Dwelling Structure: Equipment Upgrade [Elevator Mod] Harborview Complex	1460	1 Building [48 Units]	$80,179.00	$80,305.60	$80,305.60	$850.00	1% Completed
HA Wide	Comp. Mod.--Dwelling Structure: Unit Modernization	1460	HA Wide	$19,016.69	$0.00	$0.00	$0.00	100% Completed
MI078-02	Century Terrace Roof Modernization	1460	1 Building [119 Units]	$2,653.31	$4,336.71	$4,336.71	$0.00	0% Completed
MI078-02	Century Terrace Transformer	1460	1 Building [119 Units]	$0.00	$7,763.19	$7,763.19	$0.00	0% Completed
MI078-02	Parking Lot	1460		$0.00	$9,443.50	$9,443.50	$9,443.50	100% Completed
GRAND TOTAL			100%	$191,849.00		$191,849.00	$97,980.87	51% Completed

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

DRAFT: Pre-submission

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Manistee Housing Commission-MI078

Federal FFY of Grant: 2012

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates [1]
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA Wide	12/31/2013		12/31/2015		
MI078-1	12/31/2013		12/31/2015		
MI078-2	12/31/2013		12/31/2015		

[1] 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.

DRAFT: Pre-submission

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 06/30/2017

Part I: Summary

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-13 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant: 2013** **FFY of Grant Approval:**

Type of Grant
☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 08/22/2015** ☐ **Final Performance and Evaluation Report**

Line	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost [1]**	
		Original	**Revised[2]**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) [3]	$39,637.40		$39,637.40	$39,637.40
3	1408 Management Improvements	$20,000.00		$20,000.00	$20,000.00
4	1410 Administration (may not exceed 10% of line 21)	$19,818.70		$19,818.70	$19,818.70
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$10,543.90		$10,543.90	$10,200.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	$108,187.00		$108,187.00	$00.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities [4]				

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

DRAFT: Pre-submission

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 06/30/2017

Part I: Summary

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-13 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant:2013** **FFY of Grant Approval:**

Type of Grant

☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☐ **Revised Annual Statement (revision no:)**

☒ **Performance and Evaluation Report for Period Ending: 08/22/2015** ☐ **Final Performance and Evaluation Report**

Line	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost [1]**	
		Original	**Revised [2]**	**Obligated**	**Expended**
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	$198,187.00		$198,187.00	$89,656.10
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director	**Date 08/22/2015**	**Signature of Public Housing Director**	**Date**

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

DRAFT: Pre-submission

Part II: Supporting Pages

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-13 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 [1]	Funds Obligated[2]	Funds Expended[2]	
HA Wide	Housing Operations	1406	16%	$39,637.40		$39,637.40	$39,637.40	100% Completed
HA Wide	Management Improvements	1408	10%	$20,000.00		$20,000.00	$20,000.00	100% Completed
HA Wide	Partial Salary/Benefits (CFP Staff)	1410	10%	$19,818.70		$19,818.70	$19,818.70	100% Completed
HA Wide	Professional Services	1430	4%	$10,543.90		$10,543.90	$10,200.00	98% Completed
MI078-02	Comp. Mod-Dwelling Structure: Equipment Upgrade [Elevator Mod] Harborview Complex	1460	1 Building [48 Units]	$80,179.00		$80,179.00	$00.00	0% Completed
HA Wide	Comp. Mod.: Unit Modernization	1460	HA Wide	$3,896.41	$00.00	$00.00	$00.00	0% Completed
MI078-02	Century Terrace Roof Modernization	1460	2 Building	$24,111.59		$24,111.59	$00.00	0% Completed
MI078-02	Century Terrace Transformer	1460	1 Building [119 Units]		$3,896.41	$3,896.41	$00.00	0% Completed
GRAND TOTAL			100%	$198,187.00		$198,187.00	$89,656.10	45% Completed

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

DRAFT - Pre-submission

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Manistee Housing Commission-MI078

Federal FFY of Grant: 2013

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates [1]
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA Wide	12/31/2014		12/31/2017		
MI078-1	12/31/2014		12/31/2017		
MI078-2	12/31/2014		12/31/2017		

[1] 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.

DRAFT: Pre-submission

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 06/30/2017

Part I: Summary

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-14 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant: 2014** **FFY of Grant Approval:**

Type of Grant
☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☒ **Revised Annual Statement (revision no:2)**
☒ **Performance and Evaluation Report for Period Ending: 08/22/2015** ☐ **Final Performance and Evaluation Report**

Line	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost [1]**	
		Original	**Revised[2]**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) [3]	$34,232.00	$24,820.82	$17,116.00	$17,116.00
3	1408 Management Improvements	$20,000.00	$10,262.02	$10,262.02	$10,262.02
4	1410 Administration (may not exceed 10% of line 21)	$19,018.00		$19,018.00	$19,018.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$16,750.00	$10,253.47	$4,580.00	$4,580.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	$100,182.00	$125,827.69	$32,295.18	$32,295.18
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities [4]				

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

DRAFT: Pre-submission

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 06/30/2017

Part I: Summary

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-14 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant:2014** **FFY of Grant Approval:**

Type of Grant

☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☒ **Revised Annual Statement (revision no: 2)**

☒ **Performance and Evaluation Report for Period Ending: 08/22/2015** ☐ **Final Performance and Evaluation Report**

Line	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost [1]**	
		Original	**Revised [2]**	**Obligated**	**Expended**
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	$190,182.00		$83,271.20	$83,271.20
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director	**Date 08/22/2015**	**Signature of Public Housing Director**	**Date**

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

DRAFT: Pre-submission

Part II: Supporting Pages

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-14 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 [1]	Funds Obligated[2]	Funds Expended[2]	
HA Wide	Housing Operations	1406	18%	$34,232.00	$24,820.82	$17,116.00	$17,116.00	69% Completed
HA Wide	Management Improvements	1408	10%	$20,000.00	$10,262.02	$10,262.02	$10,262.02	100% Completed
HA Wide	Partial Salary/Benefits (CFP Staff)	1410	10%	$19,018.00		$19,018.00	$19,018.00	100% Completed
HA Wide	Professional Services	1430	4%	$16,750.00	$10,253.47	$4,580.00	$4,580.00	45% Completed

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

DRAFT: Pre-submission

Part II: Supporting Pages

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-14 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 [1]	Funds Obligated[2]	Funds Expended[2]	
MI078-01	Water Heater Replacements	1460	2 Buildings	$2,500.00		$00.00	$00.00	0% Completed
MI078-02	Century Terrace Transformer	1460	1 Building	$00.00	$33,350.51	$00.00	$00.00	0% Completed
	Harborview-HVAC/Split System	1460	1 Building	$8,000.00		$00.00	$00.00	0% Completed
	Harborview-Air Handler Mod.	1460	1 Building	$30,182.00		$00.00	$00.00	0% Completed
	Comp. Mod.-Dwelling Structure Equipment Upgrade [Elevator Mod.] Harborview Building	1460	1 Building	$19.500.00		$00.00	$00.00	0% Completed
	Security Entrance System [Century Terrace & Harborview]	1460	2 Buildings	$40,000.00	$32,295.18	$32,295.18	$32,295.18	100% Completed
GRAND TOTAL			100%	$190,182.00		$83,271.20	$83,271.20	44% Completed

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

DRAFT: Pre-submission

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Manistee Housing Commission-MI078

Federal FFY of Grant: 2014

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates [1]
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA Wide	12/31/2015		12/31/2018		
MI078-1	12/31/2015		12/31/2018		
MI078-2	12/31/2015		12/31/2018		

[1] 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.

DRAFT: Pre-submission

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 06/30/2017

Part I: Summary

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-15 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant: 2015** **FFY of Grant Approval:**

Type of Grant
☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☒ **Revised Annual Statement (revision no:2)**
☒ **Performance and Evaluation Report for Period Ending: 08/22/2015** ☐ **Final Performance and Evaluation Report**

Line	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost [1]**	
		Original	**Revised[2]**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) [3]	$37,758.00	$23,568.11	$00.00	$00.00
3	1408 Management Improvements	$20,000.00		$14,453.00	$14,453.00
4	1410 Administration (may not exceed 10% of line 21)	$18,879.00		$00.00	$00.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$10,000.00		$00.00	$00.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	$102,153.00	$116,342.89	$00.00	$00.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities [4]				

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

DRAFT: Pre-submission

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 06/30/2017

Part I: Summary

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-15 Replacement Housing Factor Grant No: Date of CFFP:	**FFY of Grant:2015** **FFY of Grant Approval:**

Type of Grant

☐ **Original Annual Statement** ☐ **Reserve for Disasters/Emergencies** ☒ **Revised Annual Statement (revision no: 2)**

☒ **Performance and Evaluation Report for Period Ending: 08/22/2015** ☐ **Final Performance and Evaluation Report**

Line	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost [1]**	
		Original	**Revised [2]**	**Obligated**	**Expended**
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	$188,790.00		$14,453.00	$14,453.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director	**Date 08/22/2015**	**Signature of Public Housing Director**	**Date**

[1] To be completed for the Performance and Evaluation Report.
[2] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[3] PHAs with under 250 units in management may use 100% of CFP Grants for operations.
[4] RHF funds shall be included here.

DRAFT: Pre-submission

Part II: Supporting Pages

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-15 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2015**

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 [1]	Funds Obligated[2]	Funds Expended[2]	
HA Wide	Housing Operations	1406	20%	$37,758.00	$23,568.11	$00.00	$00.00	0% Completed
HA Wide	Management Improvements	1408	10%	$20,000.00		$14,453.00	$14,453.00	72% Completed
HA Wide	Partial Salary/Benefits (CFP Staff)	1410	10%	$18,879.00		$00.00	$00.00	0% Completed
HA Wide	Professional Services	1430	4%	$10,000.00		$00.00	$00.00	0% Completed

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

DRAFT: Pre-submission

Part II: Supporting Pages

PHA Name: Manistee Housing Commission-MI078	**Grant Type and Number** Capital Fund Program Grant No: MI33P078501-15 CFFP (Yes/ No): Replacement Housing Factor Grant No:	**Federal FFY of Grant: 2015**

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 [1]	Funds Obligated[2]	Funds Expended[2]	
HA Wide	Unit and Property Modernization	1460	54.71%	$102,153.00	$00.00	$00.00	$00.00	0% Completed
MI078-02	Comp. Mod.-Dwelling Structure Equipment Upgrade [Elevator Mod.] Harborview Building	1460	1 Building	$00.00	$102,153.00	$00.00	$00.00	0% Completed
	Century Terrace Transformer	1460	1 Building	$00.00	$14,189.89	$00.00	$00.00	0% Completed
GRAND TOTAL			100%	$188,790.00		$14,453.00	$14,453.00	7.65% Completed

[1] To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
[2] To be completed for the Performance and Evaluation Report.

DRAFT: Pre-submission

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Manistee Housing Commission-MI078 | **Federal FFY of Grant: 2015**

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates [1]
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA Wide	12/31/2016		12/31/2019		
MI078-1	12/31/2016		12/31/2019		
MI078-2	12/31/2016		12/31/2019		

[1] 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.

DRAFT: Pre-submission

City of Manistee
Housing Commission
273 6th Avenue, Manistee, Michigan 49660
PROVIDING SAFE AFFORDABLE HOUSING

Resolution 2015-16
Adoption of the 2016 Annual Plan

WHEREAS, the City of Manistee Housing Commission has reviewed the Public Housing Authority Plans for fiscal year 2016, and

WHEREAS, the approved PHA plan for fiscal year 2015 stated a budget of $188,790.00;

NOW, THEREFORE, on the motion of _____, supported by _____, and voted upon as follows, **BE IT RESOLVED,** that the CMHC adopt the following resolution:

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of Commissioners of CMHC adopts the 2016 Public Housing Authority Annual Plan for fiscal year 2016.

BE IT FURTHER RESOLVED that the Board of Commissioners have approved the 2016 Public Housing authority Plans for fiscal year 2016 for submission to HUD.

Those voting in favor:

Those voting against:

Those absent or abstaining:

RESOLUTION DECLARED PASSED

DRAFT

Public Housing Authority of the United States Department of Housing and Urban Development
p: 231.723.6201 / f: 231.723.8900 / TDD/TTY: 800.545.1833 x870 / manisteehousing@manisteehousing.com

CERTIFICATION

I, Dale Priester, President of the City of Manistee Housing Commission, do hereby CERTIFY that the foregoing is a true and correct copy of the Resolution adopted by the City of Manistee Housing Commission at a regular meeting held on the 13th day of October, 2016.

_____
Dale Priester, President

I, Clinton McKinven-Copus, Secretary of the City of Manistee Housing Commission, do hereby CERTIFY that the foregoing is a true and correct copy of the Resolution adopted by the City of Manistee Housing Commission at a regular meeting held on the 13th day of October, 2016.

_____
Clinton McKinven-Copus, Executive Director

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