

<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> Community Development Authority, City of Madison <span style="float: right;"><b>PHA Code:</b> WI-003</span></p> <p><b>PHA Type:</b> <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA</p> <p><b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): 01/2022</p> <p><b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p><b>Number of Public Housing (PH) Units:</b> <u>766</u> <b>Number of Housing Choice Vouchers (HCVs):</b> <u>2,073</u></p> <p><b>Total Combined Units/Vouchers</b> <b>2,839</b></p> <p><b>PHA Plan Submission Type:</b> <input type="checkbox"/> Annual Submission <input checked="" type="checkbox"/> Revised Annual Submission</p> <p><a href="#">Revisions to the 2022 PHA Plan are noted on Page 9, 11, and 12</a></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" data-bbox="167 1587 1448 1877"> <thead> <tr> <th data-bbox="167 1587 441 1661" rowspan="2">Participating PHAs</th> <th data-bbox="441 1587 573 1661" rowspan="2">PHA Code</th> <th data-bbox="573 1587 873 1661" rowspan="2">Program(s) in the Consortia</th> <th data-bbox="873 1587 1144 1661" rowspan="2">Program(s) not in the Consortia</th> <th colspan="2" data-bbox="1144 1587 1448 1629">No. of Units in Each Program</th> </tr> <tr> <th data-bbox="1144 1629 1289 1661">PH</th> <th data-bbox="1289 1629 1448 1661">HCV</th> </tr> </thead> <tbody> <tr> <td data-bbox="167 1661 441 1759">Lead PHA:</td> <td data-bbox="441 1661 573 1759"></td> <td data-bbox="573 1661 873 1759"></td> <td data-bbox="873 1661 1144 1759"></td> <td data-bbox="1144 1661 1289 1759"></td> <td data-bbox="1289 1661 1448 1759"></td> </tr> <tr> <td data-bbox="167 1759 441 1877"></td> <td data-bbox="441 1759 573 1877"></td> <td data-bbox="573 1759 873 1877"></td> <td data-bbox="873 1759 1144 1877"></td> <td data-bbox="1144 1759 1289 1877"></td> <td data-bbox="1289 1759 1448 1877"></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>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y   N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p><b><u>Housing Needs</u></b></p> <p>The CDA relies on a number of resources to identify the greatest needs for assisted housing. These resources include the City of Madison's Consolidated Plan, Impediments to Fair Housing report, and Madison's Biennial Housing Report, as well as CDA vacancy and wait list data.</p> <p>In formulating its Consolidated Plan, the City of Madison takes into consideration U.S. Department of Housing and Urban Development (HUD) Comprehensive Housing Affordability Strategy (CHAS) data, received from the U.S. Census Bureau's American Community Survey (ACS).</p> <p>The City of Madison 2020-2024 Consolidated Plan includes City goals, which have an overarching purpose to support the development of viable communities with decent housing, suitable living environments and economic opportunities for the City of Madison's low- to moderate-income households.</p> <p>Economic development and employment needs relate primarily to the need to enhance neighborhood vitality through support for additional employment opportunities and support for new and existing businesses. Neighborhood needs relate primarily to strengthening and enhancing the health of neighborhoods through support for strategic investments in community assets and amenities, as well as other planning and revitalization efforts.</p> <p>The City of Madison's housing needs revolve primarily around the high cost of housing and need for additional affordable housing. While housing quality, race, and non-housing factors play a role in the City's housing needs, housing cost burden is by far the leading challenge in the market. Moreover, the limited supply and rising cost of housing contributes to homelessness and racial inequity in housing. An overview of the Housing Needs Assessment is as follows.</p> <ul style="list-style-type: none"> <li>• The 2010 Census shows Madison has a population of 233,209 individuals and 102,516 households. The 2013-2017 American Community Survey (ACS) data show that 35.1% of City of Madison households are single-person households. The same data shows that 25.6% of owner households are single-person households and that 43.7% of renter households are single-person households. Approximately half of all City of Madison renter households are housing cost burdened, paying more than 30% of monthly income toward housing expenses.</li> <li>• Housing needs are overwhelmingly driven by a mismatch between income and housing costs, resulting in high levels of housing cost burden. Housing cost burden is prevalent among non-family renter households with income below 30% of Area Median Income (AMI). The City of Madison considers households with severe housing cost burden (housing costs over 50% of household income) to be at-risk populations. The 2020 HUD Area Median Family Income (HAMFI) for the Madison, Wisconsin, area is \$100,100 for a family of four (4).</li> <li>• After cost burden, the next largest challenge facing the housing market is overcrowding. In the rental market, this is most common in single-family households with incomes below 30% of AMI.</li> <li>• The City of Madison does not have an accurate estimate of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault, and stalking.</li> </ul>

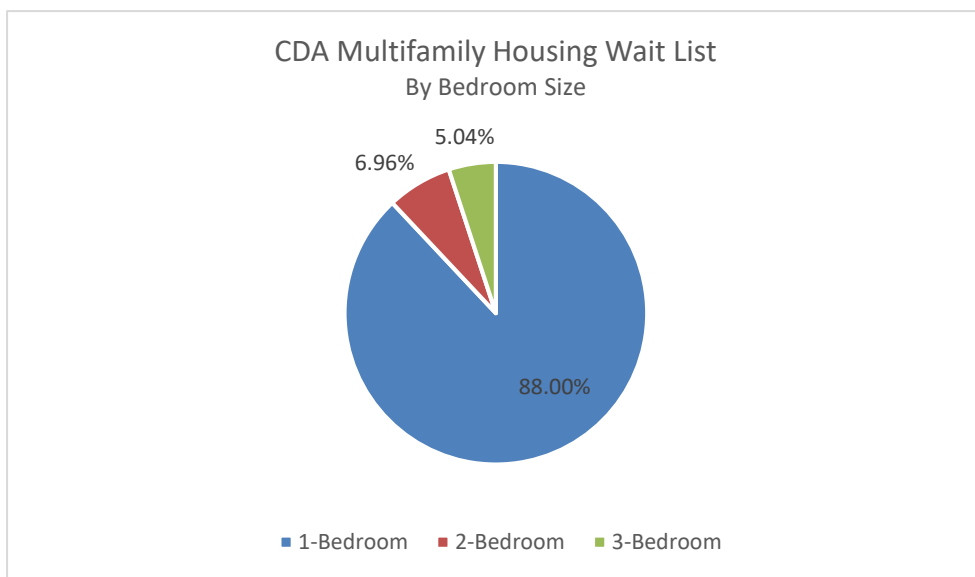
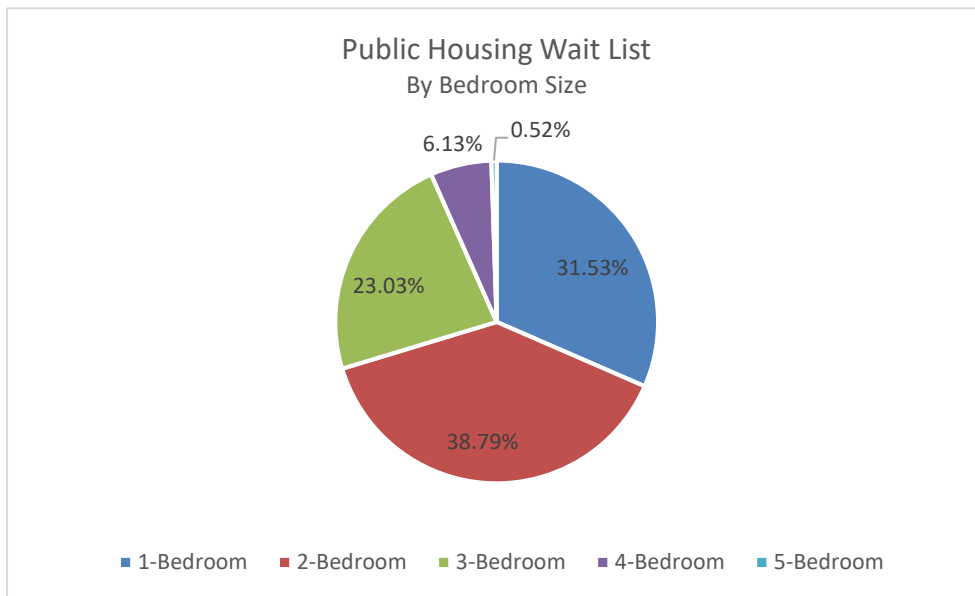
- The City of Madison housing market is predominantly composed of White households, with small but significant Black, Asian, and Hispanic populations. Some populations, particularly American Indian, Alaskan Native, and Pacific Islander populations, are very small and therefore difficult to measure. According to the CHAS data, race and ethnicity appear to influence housing opportunities, particularly as income increases.
- For households with incomes under 50% of AMI, the vast majority of households have one or more housing problems, regardless of race or ethnicity. However, for households with incomes above 50% of AMI, African American and Asian households have significantly lower rates of housing problems than White and Hispanic households.
- For households with incomes under 30% of AMI, the vast majority of households have one or more severe housing problems, regardless of race or ethnicity. However, for households with incomes above 30% of AMI, Hispanic households, and to a lesser extent, Asian Households, have significantly higher rates of severe housing problems.
- Populations of person of color are concentrated in both the north and south regions of the City of Madison, which roughly correspond with areas of high concentrations of housing cost burden. According to the CHAS data, race and ethnicity appear to influence housing cost burden. Black, Asian, and Hispanic households all have significantly higher rates of cost burden and severe cost burden than White households. Black households in particular have extremely high levels of housing cost burden, with over 50% of households affected.
- Hispanic households continue to have relatively high levels of housing problems, regardless of income. Black households have relatively low levels of housing problems when compared to their peers by income, but they have significantly higher levels of housing cost burden when viewed as a whole.
- There were 2,002 households experiencing homelessness in 2017 – 2018, of which 1,641 were single adults and 261 were households with children. In 9% of these homeless households, a veteran is the head of household. The homeless population is largely non-white. This is especially true for families with children experiencing homelessness, where 79% are non-white. For individuals without children experiencing homelessness, the percentage of non-white is 53%.
- The 2010 census stated that 22,383 people (or 9.6% of the Madison population) were of age 65 and over. Seventeen percent (17%) of the population over 60 years of age was 85 years of age and older, a commonly used measure for “frail” elderly.
- According to the 2013-2017 ACS estimate, the 2017 national average for adults age 18 to 64 with at least one disability was 10.3%. This compares to 6.6% for residents of the City of Madison. The breakdown by type of disability for adults age 18 to 64 in the City of Madison was as follows:
  - Hearing: 2,071
  - Vision: 1,607
  - Cognitive: 5,726
  - Ambulatory: 4,431
  - Self-Care: 1,954
  - Independent Living: 4,244
- The Wisconsin Department of Health Services reported that between 1982 and 2016, there were 1,075 total cases of HIV infection, including 772 HIV cases and 197 AIDS cases (an additional 106 cases did not have specific information on disease status), in Dane County. In 2017, there were 856 people living with HIV. These accounted for 12% of the documented HIV cases in Wisconsin.
- The CDA is able to meet the current Section 504 needs of its Public Housing participants with the accessible units available within its housing portfolio. Voucher holders who need accessible units have been able to find what they need in the private market. No vouchers have been returned to the CDA due to the lack of available accessible units.
- The most immediate needs of CDA Public Housing and Section 8 voucher participants are supplemental income, medical and mental health services, and support. The majority of participants are in the extremely low-income category and need a variety of services and support systems.

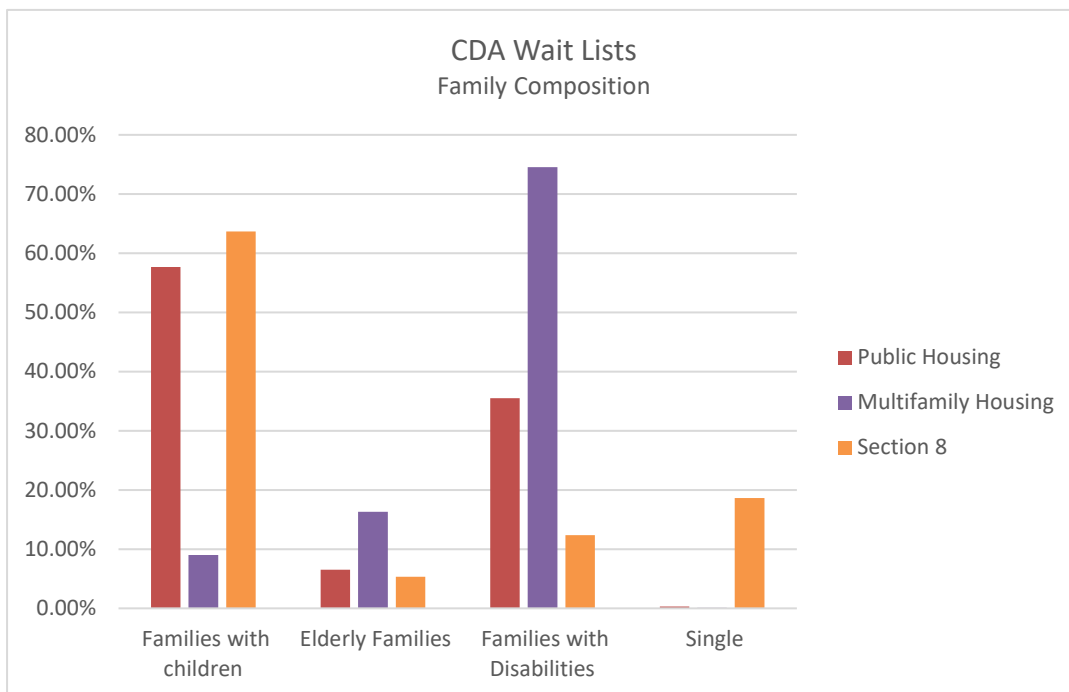
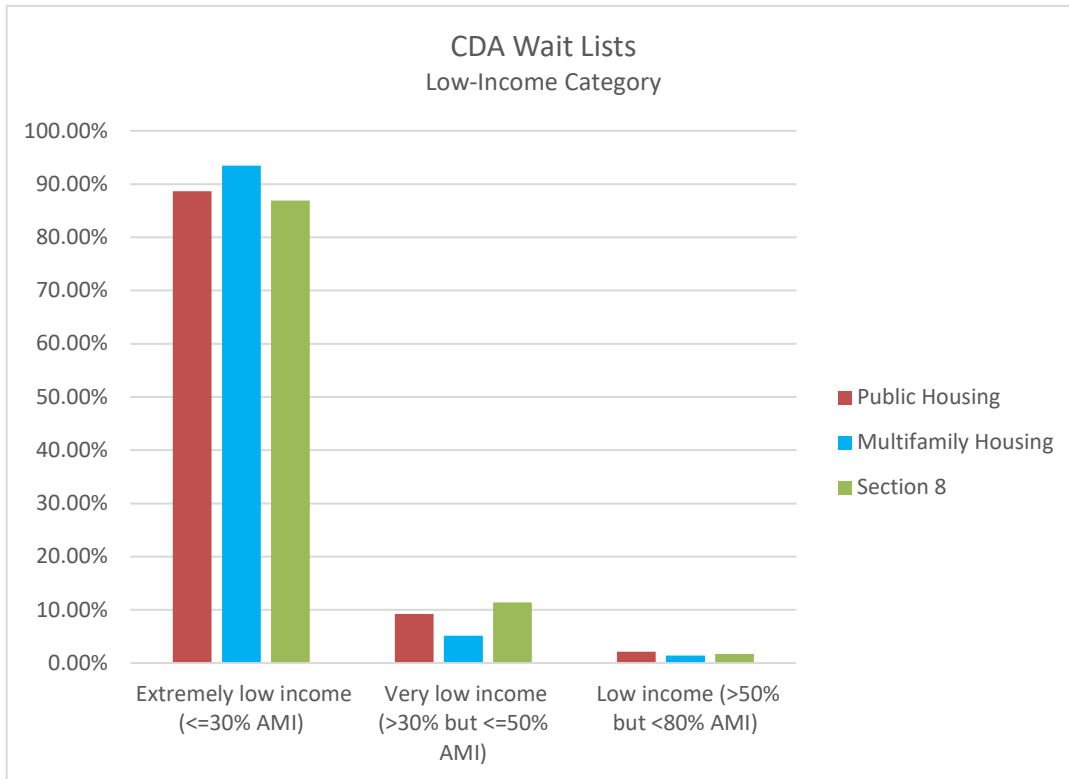
### **CDA Housing Wait Lists**

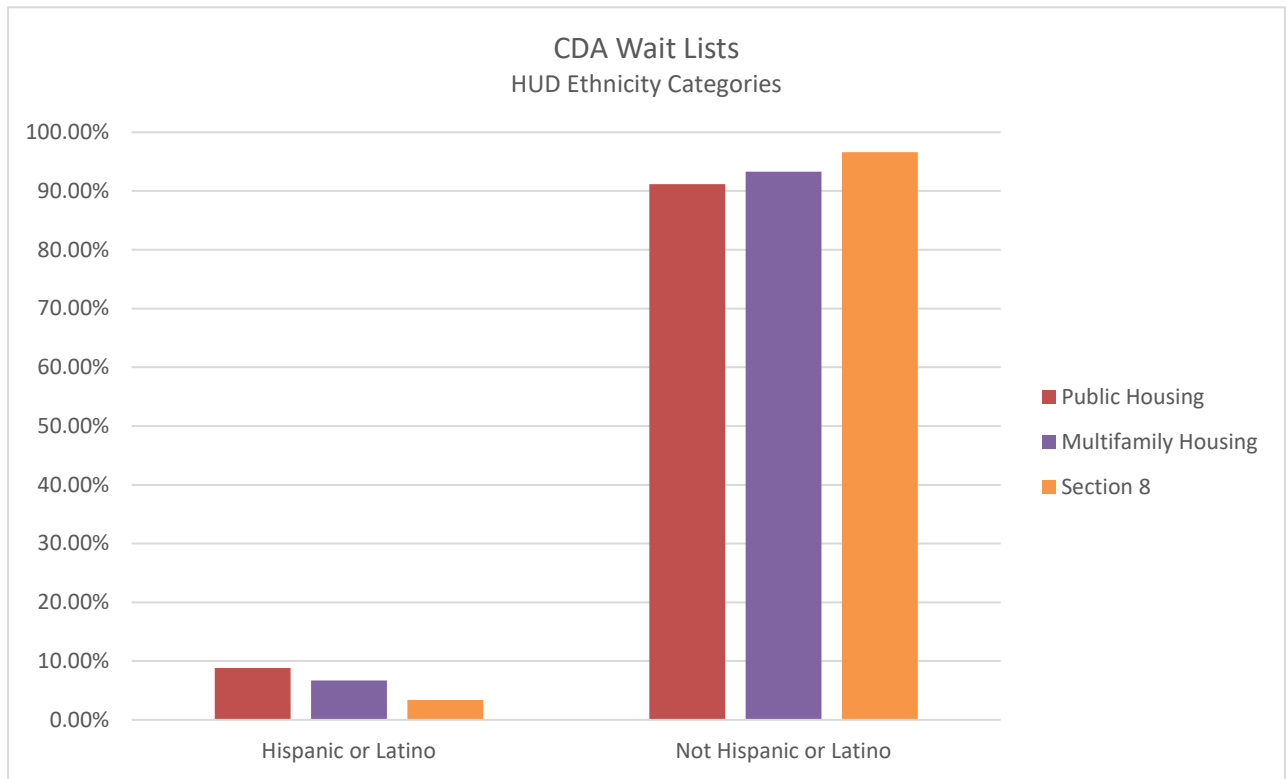
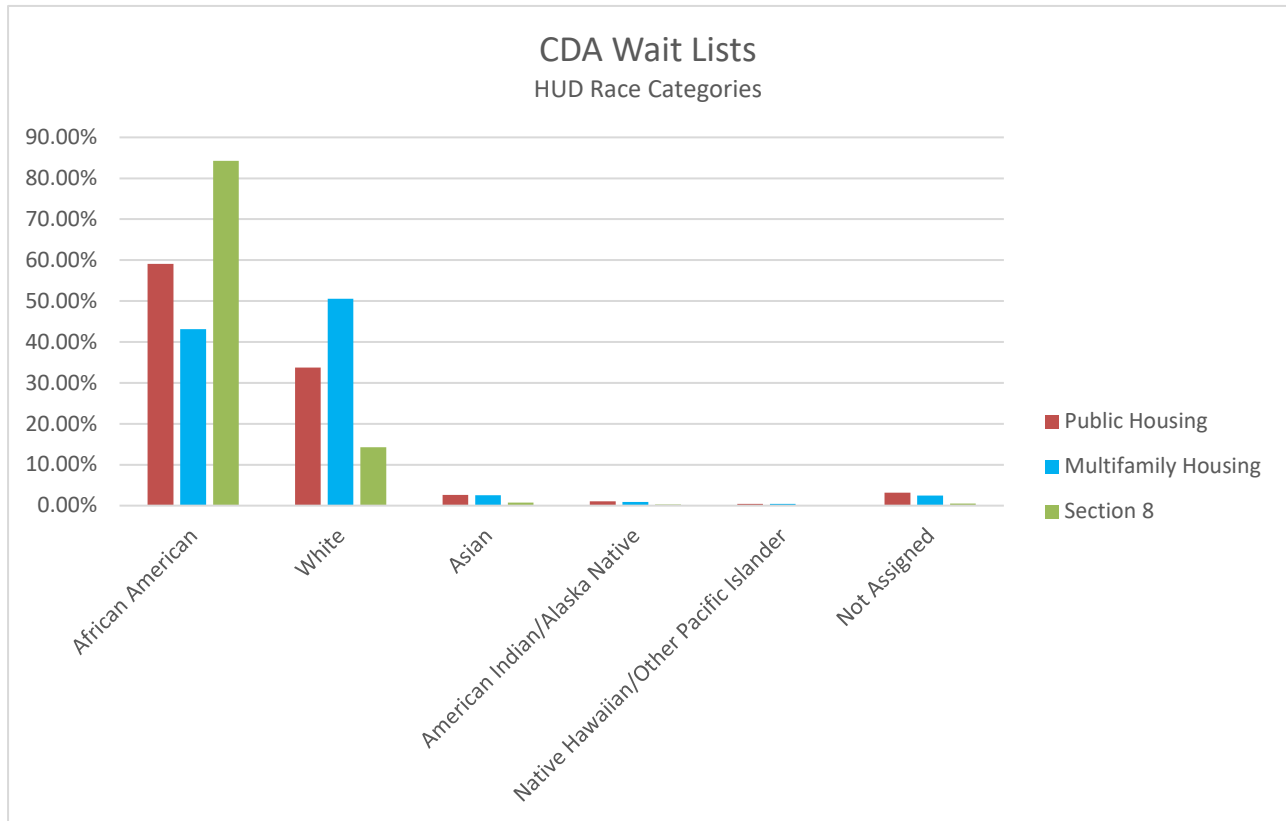
The CDA maintains a wait list for its Public Housing, Multifamily Housing, and Section 8 Housing Choice Voucher Programs. CDA wait list statistics include income, family composition, race, and ethnicity categories. Combined, 90% of CDA wait list applicants fall into the extremely low-income category, 62% are African-American households, and 6% are Hispanic or Latino households.

The CDA's Section 8 wait list closed in 2014 and re-opened on March 26, 2020 for individuals and families who have a Section 8 Mainstream preference. There are currently 413 applicants on the Section 8 wait list, which has no bedroom size assignment per HUD regulations. The Public Housing and Multifamily Housing wait list continue to remain open for elderly, disabled, and families with minor children.

CDA Wait List Statistics as of 7/08/2021 are presented below:







### **Deconcentration Policy**

The CDA will determine the average income of all families in all covered developments on an annual basis. The CDA will determine the average income of all families residing in each covered development (not adjusting for unit size) on an annual basis. For developments outside the Established Income Range (EIR) the CDA will take the following actions to provide for deconcentration of poverty and income mixing:

- Provide incentives to encourage families to accept units in developments where their income level is needed, including rent incentives or added amenities. The CDA may offer one or more incentives for a particular development. Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner
- Identify any impediments to fair housing within the program and use affirmative marketing plans to encourage families to accept units in developments where their income level is needed
- Target investment and capital improvements toward developments with an average income below the established income range (EIR) to encourage families with incomes above the EIR to accept units in those developments
- Skip a family on the waiting list to reach another family with income above the EIR. Skipping families for deconcentration purposes will be applied uniformly to all families. A family will have the sole discretion whether to accept an offer of a unit made under the CDA's deconcentration policy. The CDA will not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the CDA's deconcentration policy. However, the CDA will uniformly limit the number of offers received by applicants [and transfer families] as described in the CDA's Admissions and Continued Occupancy, Tenant Selection, policy
- Assign transfers for a designated project that will contribute to the CDA's deconcentration goals
- Provide other strategies permitted by statute and determined by the CDA in consultation with the community through the annual plan process to be responsive to local needs and CDA strategic objectives

### **Financial Resources**

<b>CDA Financial Resources</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>Federal Grants (2022)</b>		
➤ <b>Public Housing Operating Fund</b>	\$1,202,219	
➤ <b>Public Housing Capital Fund</b>	\$1,913,865	
➤ <b>Section 8 Housing Assistance Payments</b>	\$19,460,191	
➤ <b>Section 8 Administrative Fund</b>	\$1,294,886	
➤ <b>Multifamily Housing Assistance Payments</b>	\$605,408	
➤ <b>Section 8 Family Self-Sufficiency Grant</b>		Section 8 FSS Program Services
➤ <b>Multifamily Housing Service Coordinator Grant</b>	\$166,818	Multifamily Resident Services
➤ <b>Public Housing Resident Opportunities and Self-Sufficiency Grant (3 Year Grant)</b>	\$27,746	Public Housing Resident Services
<b>Prior Year Federal Grants (Unobligated Funds Only)</b>	\$ -0-	
<b>Public and Multifamily Housing Dwelling Rental Income</b>	\$3,761,852	Public Housing and Multifamily Housing Operations
<b>Other Non-Dwelling Income</b>	\$343,521	Public Housing and Multifamily Housing Operations
<b>Non-Federal Sources</b>	\$ -0-	

### **CDA Substantial Deviation Criteria - Significant Amendment or Modification**

The CDA's Annual Plan, along with other documents required by HUD (e.g. Section 8 Administrative Plan, Public Housing Admissions and Continued Occupancy Policies), are valuable tools in explaining to the public and to CDA Staff, the CDA's policies and procedures. These documents are organized, readily accessible, and easy to understand. Revisions are made periodically to help clarify these policies and procedures. Situations can arise that were not anticipated and these revisions can help to clarify what was implied or understood by the Housing Authority. Also, some administrative procedures are outlined in the CDA's policies and these can be modified to improve efficiencies. A significant amendment or substantial deviation does not include any changes in HUD rules and regulations, which require or prohibit changes to activities listed herein; and a significant amendment or substantial deviation would be a change which was completely contradictory to existing policies and had a potentially substantial impact on a significant number of program participants and or applicants.

### **Operation and Management**

#### **Public Housing Admissions and Continued Occupancy Policies (ACOP)**

A Public Housing Authority's ACOP describes the policies the Housing Authority has adopted. Public Housing program regulations specify the policy areas that must be covered in the ACOP. Periodically, The U.S. Department of Housing and Urban Development (HUD) amends these regulations and adds new ACOP requirements. The CDA's ACOP cites and describes HUD regulations and other requirements in detail, as well as CDA policies in those areas where the CDA has discretion to establish local policy. Proposed revisions made to the CDA's ACOP bring the ACOP in compliance with all recent HUD requirements and guidance. Revisions have also been made to ensure the content of the ACOP is user-friendly. Proposed changes to CDA policy within the ACOP are as follows:

1. For remote hearings, the CDA will coordinate with a remote interpretation service, which, when available, uses video conferencing technology rather than voice-only interpretation. [Page 2-16]
2. The CDA, at its discretion, may choose to use the language services even when LEP persons desire to use their own interpreter. [Page 2-16]
3. The CDA will not rely on minors to serve as interpreters. [Page 2-16]
4. To be eligible for public housing, the applicant must not currently be receiving a duplicative subsidy. [Page 3-1]
5. Each adult family household member must sign the form HUD-52675, *Debts Owed to Public Housing Agencies and Terminations*. [Page 3-19]
6. The CDA is required to use HUD's EIV system, including the Existing Tenant Search, Debts Owed to PHAs and Terminations, and Income and IVT Reports. [Page 3-20]
7. When screening applicants for suitability as a tenant, the CDA will review PHA and landlord references for the last two years. The CDA may obtain records prior to the last 24 months, if needed to obtain a minimum of 24 months of rental history. With the exception of debts owed to the CDA or to any other PHA, the CDA will only consider records within the last five (5) years. [Page 3-32 and 3-33]
8. Eviction records older than five years will not be considered by the CDA. [Page 3-32]
9. When there is lack of verification of rental history, the applicant will be asked to provide a professional reference and to complete a questionnaire regarding their ability to comply with lease terms. [Page 3-33]
10. Replaced "live independently and take care of themselves" with "live responsibly and take care of their living space" and replaced "not disturb their neighbors" with "not disrupt other tenants right to peaceful enjoyment of the premises" as criteria for professional reference to verify. [Page 3-33]
11. Removed Eligibility Interview policy as replaced with professional reference and questionnaire. [Page 3-34]
12. The CDA will not deny admission to the housing program based solely on a determination by the CDA that an applicant has never been party to a lease contract, with no rental payment history. [Page 3-35]
13. If a hearing is to be conducted remotely, at the time the notice is sent to the family, the family will be informed:
  - The processes involved in a remote hearing;
  - That the CDA will provide technical assistance prior to and during the hearing, if needed. The technical assistance that may be provided by the CDA is in the form of outlining the necessary procedures for access to the telephone conferencing call-in or a video conferencing platform; and
  - That if the applicant/tenant or any individual witness has any technological, resource, or accessibility barriers preventing them from fully accessing the remote hearing, the applicant/tenant may inform the CDA and the CDA will allow the applicant/tenant to participate in an in-person hearing, as it deems reasonable and appropriate given the totality of the circumstances. [Page 14-4 and 14-16]



14. There is no requirement that hearings be conducted in-person, and as such, HUD allows PHAs to conduct all or a portion of their hearings remotely either over the phone, via video conferencing, or through other virtual platforms. If the PHA chooses to conduct remote hearings, applicants/tenants may still request an in-person hearing, as applicable. [14-4 and 14-19]
15. The platform for conducting remote hearings must be accessible to persons with disabilities and the hearing must be conducted in accordance with Section 504 and accessibility requirements. [14-5 and 14-19 thru 14-20]
16. As with in-person hearing, Limited English Proficiency (LEP) requirements also apply to remote informal hearings. [14-5]
17. All PHA processes for remote hearings will be conducted in accordance with due process requirements and will be in compliance with HUD regulations. [Page 14-5 and 14-19]
18. “Videoconferencing” changed to “video conferencing platform” [Page 14-6]
19. If the hearing is to be conducted remotely, the CDA will require the applicant/tenant to provide any documents directly relevant to the hearing at least 24 hours before the scheduled hearing through the mail or via email, as well as in person, if the CDA office is open to the public. The CDA will scan and email copies of these documents to the CDA representatives and to the person conducting the hearing the same day. [Page 14-6 and 14-19]
20. For conducting and Informal Hearing, documents will be shared electronically whenever possible [Page 14-6]
21. For informal settlement of grievance, “scheduled meeting” has been replaced with “scheduled informal settlement meeting.” [Page 14-15]
22. Definition of Hearsay Evidence changed to: *Hearsay Evidence* is evidence based not on a witness’ personal knowledge. Specifically, it is a statement, other than one made by a witness testifying at a hearing, that is offered to prove the truth of the matter asserted. In and of itself, hearsay evidence carries no weight when making a finding of fact. The hearing officer may include hearsay evidence when considering their decision if it is corroborated by other evidence. Even though hearsay evidence is generally admissible in a hearing, the hearing officer will not base a hearing decision on hearsay alone unless there is clear probative value and credibility of evidence, and the party seeking the change has met the burden of proof. [Page 14-24]
23. For rendering a hearing decision, replaced “evidence is not conclusion” with “evidence is not conclusive.” [Page 14-26]
24. ACOP provides a process should an applicant or tenant family report that they have been subject to unlawful discrimination based on sexual orientation, gender identity, or marital status, including keeping records of all complaints, investigations, notices, and corrective actions as required by HUD’s Equal Access Rule. [Page 2-5]

## **Operation and Management**

### **Section 8 Housing Choice Voucher Program Administrative Plan (Admin Plan)**

The U.S. Department of Housing and Urban Development (HUD) requires all Public Housing Authorities to adopt and maintain a written administrative plan that establishes local policies for Section 8 program administration. The administrative plan must state the PHA’s policies in those areas where the PHA has discretion to establish local policy. Periodically, HUD amends regulations applicable to the Section 8 program. The CDA’s Section 8 Admin Plan cites and describes HUD regulations and other requirements in detail, as well as CDA policies in those areas where the CDA has discretion to establish local policy. Proposed revisions will bring the CDA’s Section 8 Admin Plan current with all recent HUD requirements and guidance. Revisions have also been made to ensure the content of the Admin Plan is user-friendly. Proposed changes to CDA policy within the Admin Plan are as follows:

1. For remote hearings, the CDA will coordinate with a remote interpretation service, which, when available, uses video conferencing technology rather than voice-only interpretation. [Page 2-13]
2. The CDA, at its discretion, may choose to use the language services even when LEP persons desire to use their own interpreter. [Page 2-13]
3. If the interpreter chosen by the family is a minor, the CDA will not rely on the minor to serve as the interpreter. [Page 2-13]
4. To be eligible for the Housing Choice Voucher program, the applicant must not currently be receiving a duplicative subsidy. [Page 3-1]
5. An individual confined to a nursing home or hospital on a permanent basis is not considered a family member of the voucher household. [Page 3-9]

6. Each adult family household member must sign the form HUD-52675, *Debts Owed to Public Housing Agencies and Terminations*. [Page 3-15]
7. The CDA is required to use HUD's EIV system, including the Existing Tenant Search, Debts Owed to PHAs and Terminations, and Income and IVT Reports. [Page 3-19]
8. Briefing notice will be sent by first class mail and will also be sent by email if the family has provided a valid email address to the CDA. The briefing notice will advise the family of the type of briefing and any additional requirements for in-person or remote briefings. [Page 5-3]
9. In-person briefings will generally be conducted in group meetings. At the family's written request, the CDA may provide an individual briefing. [Page 5-4]
10. For LEP briefings, "translation" has been replaced with "interpretation." [Page 5-4]
11. Applicants who fail to attend a scheduled in-person briefing will be scheduled for another briefing automatically. The CDA will notify the family of the date and time of the second scheduled briefing. Applicants who fail to attend two scheduled briefings, without prior CDA approval, will be denied assistance. [Page 5-4]
12. The CDA has the sole discretion to require that briefings be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster. If the CDA schedules a remote briefing, the CDA will conduct a face-to-face briefing upon request of the applicant as a reasonable accommodation for a person with a disability if safety and health concerns can be reasonably addressed. In addition, the CDA will conduct a briefing remotely upon request of the applicant as a reasonable accommodation for a person with a disability, if an applicant does not have child care or transportation that would enable them to attend the briefing, or if the applicant believes an in-person briefing would create an undue health risk. The CDA will consider other reasonable requests for a remote briefing on a case-by-case basis. [Page 5-4]
13. The platform for conducting remote hearings must be accessible to persons with disabilities and the hearing must be conducted in accordance with Section 504 and accessibility requirements. [Page 5-4 thru 5-5]
14. If a briefing is to be conducted remotely, at the time the notice is sent to the applicant, the applicant will be informed:
  - Regarding the processes involved in a remote briefing including login information and/or conference call-in information;
  - That the CDA will provide technical assistance prior to and during the briefing, if needed. The technical assistance that may be provided by the CDA is in the form of outlining the necessary procedures for access to the telephone conferencing call-in or videoconferencing platform; and
  - That if the applicant has any technological, resource, or accessibility barriers preventing them from fully accessing the remote hearing, the applicant may inform the CDA and the CDA will allow the applicant to participate in an in-person briefing or have a one-on-one briefing over the phone, as appropriate. [Page 5-5]
15. The CDA will provide a briefing packet to the applicant at least five business days before a remote briefing. [Page 5-5]
16. Families will be allowed to ask questions at the remote briefing. [Page 5-5]
17. The CDA will ensure the remote briefing is secure and personally identifiable information (PII) is protected. [Page 5-5]
18. For state and local employment training programs as earned income, corrected "period to time" with "period of time." [Page 6-10]
19. In applying Section 8 payment standards, "Changes in Family Unit Size" sub-subsection title changed to "Changes in Family Unit Size (Voucher Size)." [Page 6-42]
20. The CDA will not conduct any HQS inspections using remote video inspection (RVI). [Page 8-12]
21. For quality control inspections, the unit sample must include only units that have been inspected within the preceding three months. The selected sample should be drawn to represent a cross-section of neighborhoods and the work of a cross section of inspectors. [Page 8-16]
22. Notification of corrective actions for HQS failures will be made by telephone or email. [Page 8-16]
23. For the initial billing deadline under Section 8 portability, the initial housing authority must notify the receiving housing authority in writing if the initial housing authority does not receive a billing notice by the deadline and does not intend to honor a late billing submission. [Page 10-14]
24. If the informal review/hearing will be conducted remotely, the CDA will inform the applicant/family in the notice of informal review/hearing of the following:
  - The processes involved in a remote informal review/hearing:

- That the CDA will provide technical assistance prior to and during the informal review/hearing, if needed.
  - The technical assistance that may be provided by the CDA is in the form of outlining the necessary procedures for access to the telephone conferencing call-in or video conferencing platform; and
  - That if the applicant/family or any individual witness has any technological, resource, or accessibility barriers preventing them from fully accessing the remote informal review/hearing, the applicant/family may inform the CDA and the CDA will allow the applicant/family to participate in an in-person informal review/hearing, as it deems reasonable and appropriate given the totality of the circumstances. [Page 16-12 and 16-20]
25. The platform for conducting remote informal reviews or remote hearings must be accessible to persons with disabilities and the hearing must be conducted in accordance with Section 504 and accessibility requirements. [Page 16-13 thru 16-14 and Page 16-17 thru 16-18]
  26. For remote informal reviews/hearings, the CDA will require the family to provide any documents directly relevant to the informal review/hearing at least 24 hours before the scheduled review/hearing through the mail or via email, as well as in person if the CDA office is open to the public. The CDA will scan and email copies of these documents to the CDA representatives and to the person conducting the informal review/hearing the same day. [Page 16-15 and 16-21]
  27. Documents will be shared electronically whenever possible. [Page 16-15]
  28. The CDA will conduct remote hearings in accordance with due process requirements and in compliance with HUD regulations. [Page 16-17]
  29. Removed policy language on notice of remote hearing from *Notice to the Family* sub-subsection and added the policy under *Scheduling an Informal Hearing* sub-subsection. [Page 16-20]
  30. Definition of Hearsay Evidence changed to: *Hearsay Evidence* is evidence based not on a witness' personal knowledge. Specifically, it is a statement, other than one made by a witness testifying at a hearing, that is offered to prove the truth of the matter asserted. In and of itself, hearsay evidence carries no weight when making a finding of fact. The hearing officer may include hearsay evidence when considering their decision if it is corroborated by other evidence. Even though hearsay evidence is generally admissible in a hearing, the hearing officer will not base a hearing decision on hearsay alone unless there is clear probative value and credibility of the evidence, and the party seeking the change has met the burden of proof. [Page 16-24]
  31. Changed "Evidence is not conclusion" to "Evidence is not conclusive." [Page 16-25]
  32. The CDA may project-based up to an additional 10 percent of its authorized units, up to 30 percent, in accordance with HUD regulations and requirements. [Page 17-3]
  33. The CDA may project-based units not subject to the 20 percent cap in accordance with HUD regulations and requirements. [Page 17-4]
  34. The advertisement for solicitation and selection of PBV proposals, will state the number of vouchers available to be project-based, the type of units that will be considered, the submission deadline, and will note how to obtain the full RFP with information on the application and selection process. Advertisements will also contain a statement that participation in the PBV program requires compliance with Fair Housing and Equal Opportunity (FHEO) requirements. [Page 17-8, 17-9 and 17-10]
  35. For posting the RFP and procedures, replaced "electronic website" with "website." [Page 17-8 and 17-9]
  36. "Choice Neighborhood" added as a local activity. [Page 17-10]
  37. "Choice Neighborhood" added as a local redevelopment activity designed to deconcentrate poverty and expand housing and economic opportunities in census tracts with poverty concentrations greater than 20 percent. [Page 17-16]
  38. Removed HUD regulation 24 CFR 983.154(C), as Section 3 does not apply to the Section 8 program. [Page 17-22]
  39. The CDA will consider adding contract units to the HAP contract, on a case-by-case basis, when the CDA determines additional housing is needed to serve eligible low-income families and the addition of units does not exceed allowable project caps. [Page 17-28]
  40. Created Chapter 19 – Special Purpose Vouchers, including Family Unification Program (FUP), Veterans Affairs Supportive Housing (VASH) and Mainstream. See Attached
  41. Created Chapter 20 – Emergency Housing Vouchers (EHVs), including funding, partnering agencies, waiting list management, family eligibility, housing search and leasing, use of funds, reporting, and financial records. See Attached
  42. [Section 8 Administrative Plan provides a process should an applicant or participant report that they have been subject to unlawful discrimination based on sexual orientation, gender identity, or marital status, including keeping records of all complaints, investigations, notices, and corrective actions as required by HUD's Equal Access Rule. \[Page 2-5\]](#)

43. Section 8 Involuntarily Displaced wait list preference established. [Page 4-12]
44. Section 8 Involuntarily Displaced preference described as follows: An applicant may receive the *Involuntarily Displaced* preference when the applicant can verify that the applicant family has been involuntarily displaced within the last six (6) months, the displacement is due to extensive damages or a destroyed unit, and the un-inhabitability of the unit is a result of a federally declared natural disaster, such as a fire or flood. [Page 4-14]
45. The CDA will accept self-certification when verifying the income of involuntarily displaced applicants. [Page 7-4]
46. In order to verify that an applicant should receive the Involuntarily Displaced preference, the CDA will require a verification from the Red Cross or FEMA; or a certification from a unit or agency of government that the family has been or will be displaced due to un-inhabitability due to a federally declared natural disaster. [Page 7-19]

#### **Grievance Procedures**

See attached proposed changes to the Grievance Procedures for CDA Housing Residents.

#### **Homeownership Programs**

The CDA continues to manage a Section 8 Housing Choice Voucher (HCV) Homeownership program, which allows families who are assisted under the HCV program to use their voucher to buy a home and receive monthly assistance in meeting homeownership expenses. The CDA's HCV Homeownership program is available only to families who have been admitted to the CDA's HCV program. To participate in the HCV Homeownership program, the HCV family must meet specific income and employment requirements, be a first-time homeowner, and attend and satisfactorily complete a CDA approved pre-assistance homeownership and housing counseling program.

The CDA also intends to submit its draft Section 32 Homeownership Plan to HUD as approved by the CDA Board in 2018. The plan includes 12 scattered-site, single-family housing units, which would be available for purchase by low-income families. The CDA would use the proceeds of any sale for redevelopment of new affordable housing. The CDA may also form partnerships with non-profit and private developers to increase the opportunities for affordable homeownership through community efforts that include for-sale affordable and mixed-income housing production.

#### **Asset Management**

In an effort to expand the supply and improve the quality of assisted housing, the CDA will:

- Assess its current inventory of Public Housing to identify potential for redevelopment, including mixed-finance development or through a Choice Neighborhood Initiative funding option
- Develop a site-by-site preservation strategy
- Maintain a housing development plan for the demolition or disposition of one or more functionally obsolete units, the construction of new units, and the strategic acquisition and preservation of existing affordable properties.
- Leverage private financing for developing new dwelling units within HUD guidelines
- Work with the Department of Housing and Urban Development to increase the number of occupied housing units in the CDA's portfolio, including re-occupying modernized and vacant units
- Convert Public Housing subsidy platform to a more stable funding stream, such as a project-based Section 8 platform, either through Section 18, or through HUD's Rental Assistance Demonstration (RAD) program
- Demolish or dispose of obsolete Public Housing units and provide sustainable replacement housing

**New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- ☒ ☐ Hope VI or Choice Neighborhoods.
- ☒ ☐ Mixed Finance Modernization or Development.
- ☒ ☐ Demolition and/or Disposition.
- ☒ ☐ Designated Housing for Elderly and/or Disabled Families.
- ☒ ☐ Conversion of Public Housing to Tenant-Based Assistance.
- ☒ ☐ Conversion of Public Housing to Project-Based Assistance under RAD.
- ☒ ☐ Occupancy by Over-Income Families.
- ☐ ☐ Occupancy by Police Officers.
- ☐ ☐ Non-Smoking Policies.
- ☒ ☐ Project-Based Vouchers.
- ☒ ☐ Units with Approved Vacancies for Modernization.
- ☒ ☐ 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.

The CDA continues to assess its current inventory of housing to identify potential redevelopment, including mixed-finance development or through a Choice Neighborhood Initiative funding option. The CDA will continue to develop a site-by-site preservation strategy; and maintain a housing development plan for the demolition or disposition of one or more functionally obsolete units, the construction of new units, and the strategic acquisition and preservation of existing affordable properties. The CDA may leverage private financing for developing new dwelling units within HUD guidelines. The CDA intends to utilize Capital Funds for redevelopment when appropriate. The CDA intends to convert its Public Housing subsidy platform to a more stable funding stream, such as a project-based Section 8 platform, either through Section 18, or through HUD's Rental Assistance Demonstration (RAD) program. A conversion may include all Public Housing units within the CDA's inventory.

The CDA may demolish or disposition one or more Public Housing units or an entire development or portion of a project if the CDA finds the unit(s) to be functionally obsolete as to physical condition, location, or other factors that would cause the Public Housing to be unsuitable for housing purposes, and no reasonable program modifications would be cost-effective to return the particular Public Housing unit(s) to a useful life. The CDA may also pursue demolition or disposition if changes in neighborhood or location adversely affects the health or safety of CDA residents or feasible operation by the CDA, and disposition will allow the acquisition, development, or rehabilitation of other properties that will be more efficiently or effectively operated as lower income housing and that will preserve the total amount of lower income housing stock available in the community.

The CDA will focus on income generating opportunities and pursue renovation and rehabilitation of CDA Public Housing through available funding, including Capital Funds, Hope VI, Choice Neighborhoods, Tax Credit programs, and Rental Assistance Demonstration conversions or other available conversion options. Such efforts may involve partnerships with private and non-profit developers to increase affordable housing for Mixed Finance Modernization or Development.

The CDA's Long Range Planning Committee recommended redevelopment and/or replacement of existing CDA Public Housing, and the CDA will continue to follow those recommendations, as well as continue to identify sites for renovation or disposition. Potential sites for renovation and rehabilitation include, but are not limited to Truax, Baird Fisher, Webb Rethke, The Triangle, Romnes, and Scattered Site East and West Housing. Developments specifically targeted for new activities in 2022 include:

- On April 2, 2021, HUD approved a Section 18 disposition application for 32 scattered site Public Housing units at the CDA's East and West Sites. The CDA plans to complete the sale of these units to the Madison Revitalization and Community Development Corporation (MRCDC) at the beginning of 2022. The CDA will also submit an application to HUD for 32 Tenant Protection Vouchers, which will be project-based at these units. Through a use agreement, the MRCDC will be required to develop and operate these units as affordable housing for low-income families with incomes at or below 80 percent of AMI for not less than 30 years.
- Two (2) duplexes containing four (4) units of Public Housing located on Theresa Terrace (AMP 400) have been identified as functionally obsolete and remain vacant since 2015. The units are all of a 4-bedroom size and are located on two .50 acre, non-contiguous lots. These units have significant mold damage and do not meet HUD's total development cost (TDC) threshold. These units are located in a neighborhood with concentrations of poverty. As part of a strategy to create quality, low-income housing for residents in the existing neighborhood, the CDA intends to disposition these units to the MRCDC. In June of 2021, the CDA entered into a contract with a local architect to prepare concept site plans, floor plans, and preliminary cost estimates for at least two design configurations, which will work within existing zoning regulations for the neighborhood. Final architectural concepts for one- to two-story attached townhome units are expected to be completed in September of 2021. The designs contemplate possible acquisition of one or more adjacent private

properties to add additional units. However, this is not strictly necessary to move forward on a redevelopment project for the CDA's two existing Public Housing units. For this project, the CDA would likely serve as the developer of at least two 4-unit structures replacing the two existing Public Housing duplexes, and self-financing and/or utilizing funds from the City of Madison's Community Development Division. The CDA plans to submit a Section 18 application to HUD for disposition of the four Theresa Terrace units. The disposition will be at below fair market value and the MRCDC will be required to maintain the property as affordable housing. Redevelopment of this property could include several scenarios, but will result in the demolition of the current buildings given their current condition. The CDA intends to set aside project-based vouchers for this project.

- The CDA intends to undertake repositioning and/or redevelopment of its Triangle Site housing portfolio (AMP 400). The portfolio consists of the following HUD subsidized housing:

<b>Subsidized Housing</b>	<b>Address</b>	<b>Total Dwelling Units</b>
<i>Public Housing (PH)</i>		
Gay Braxton Apartments	604 – 762 Braxton Place	60
Brittingham Apartments	755 Braxton Place	164
	<b>Total PH</b>	<b>224</b>
<i>Multifamily Housing (MFH)</i>		
Karabis Apartments	201 S. Park Street	20
Parkside Highrise	245 S. Park Street	83
Parkside Townhomes	802 – 824 W. Washington Avenue	12
	<b>Total MFH</b>	<b>115</b>
	<b>Total Triangle Units</b>	<b>339</b>

While well maintained over the decades, all of the Triangle buildings have begun to deteriorate and face significant costs to renovate to modern standards. As the buildings within the Triangle portfolio approach the end of their useful lives, the CDA expects that it will be most cost-effective to replace most or all buildings with new construction, while ensuring that each structure fits within a larger master plan and vision that meets the needs of current and future Triangle residents. On June 28, 2021, the CDA issued a Request for Qualifications (RFQ) for developers to assist the CDA in revitalization and redevelopment of Public and Multifamily Housing units at the Triangle. Upon selection of a Developer-Partner, the CDA will begin detailed planning for a phased, long-term approach that will replace or substantially upgrade every unit at the Triangle within the next 5 – 10 years. A prime role of the Developer-Partner will be to identify all funding as well as leveraging opportunities and legal structures needed to create a financially viable, affordable housing plan compliant with HUD Asset Repositioning Programs, including, but not limited to Choice Neighborhoods, Tenant Protection and Project-Based Vouchers, Public Housing Closeout (ACC termination), Section 18 Disposition/Demolition, and Rental Assistance Demonstration. The detailed planning will include:

1. Creation of Vision and Master Plan, including public and resident engagement.
  2. Creation of Financial plan, including securing necessary funding (i.e. Low-income Housing Tax Credits, New Market Tax Credits, and other sources).
  3. Implementation, including securing all necessary permits, reviews, and approvals; developing a construction strategy and development implementation schedule; hiring and identifying construction contractors; and securing necessary HUD approvals.
- 12 single-family homes within the CDA's West Site (AMP 300) inventory have been identified for disposition. The CDA reviewed several strategies for low-income homeownership, including the Section 32 homeownership program and Section 18 disposition to a non-profit provider of low-income homeownership. On October 11, 2018, the CDA Board adopted Resolution No. 4298, which approves submission of a Public Housing Homeownership Plan to HUD. Under the plan, current low-income residents or other eligible buyers would have an opportunity to purchase these homes and realize the benefits of owning their own home. At this time, the plan has not yet been submitted to HUD.
  - 48 units remain at Truax Park Apartments for development under AMP 200. These units were originally former Air Force family housing and are located in multi-story brick/concrete buildings located at 1, 3, 5, 7, 9, 11, 13 and 15 Straubel Court. These units are at the end of their useful life, with no elevator or air conditioning and limited amenities. The units are also not accessible. Therefore, the CDA will pursue a Section 18 application if the CDA can demonstrate the total development cost (TDC) of these units meets HUD's TDC limit. Pursuant to the CDA's Truax Master Plan and Site Development Study, these 48 units, along with 28 units at 1605 – 1671 Wright Street (known as "A" Site) may be repositioned through a Rental Assistance Demonstration (RAD) conversion.

	<p>The CDA will collaborate with HUD to increase the number of occupied Public Housing units in the CDA's portfolio, including re-occupying modernized and vacant units. Units undergoing modernization require the unit to become vacant to accomplish the capital improvements. Once the work (requiring the unit to be vacant) has been completed, the unit can be re-occupied by an eligible family.</p> <p>With supporting data and where appropriate, the CDA may designate housing for elderly and/or disabled families.</p> <p>As a subcomponent of the CDA's Section 8 tenant-based assistance program, the CDA has established a Section 8 Project-Based Voucher (PBV) program to further its overall housing strategy. The CDA will continue to use PBVs and explore options where PBVs may be used in developing affordable housing and for special needs housing. The CDA will also exercise a moratorium on the right to move under the PBV program, should Section 8 utilization reflect such need.</p> <p>The CDA will continue to apply for additional program funding or other funding, as notifications of funding availability (NOFA) announcements are made. The CDA may pursue a Choice Neighborhoods grant or submit an application for other Capital Grant programs, including the Capital Fund Community Facilities Grants (CFCF) and the Capital Fund Emergency Safety and Security Program. If granted, CFCF would provide capital funds to the CDA for the construction, rehabilitation, or purchase of facilities to provide early childhood education, adult education, and/or job training programs for CDA Public Housing residents. The CDA may also use CFCF program funds to rehabilitate existing community facilities that will offer comprehensive integrated services to help CDA Public Housing residents achieve better educational and economic outcomes resulting in long-term economic self-sufficiency. If granted, the Capital Fund Emergency Safety and Security Program funds would provide the CDA with support in addressing safety and security threats posing a risk to the health and safety of Public Housing residents.</p>
<p><b>B.3</b></p>	<p><b>Civil Rights Certification.</b></p> <p>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.</p> <p><b>See attached Form HUD-50077</b></p>
<p><b>B.4</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y    N  <input type="checkbox"/>   <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>B.5</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p><b>The CDA's 5-Year Plan for 2020 – 2024 provides the following strategic goals:</b></p> <ul style="list-style-type: none"> <li><b>Goal 1.        Expand the supply of assisted housing</b></li> <li><b>Goal 2.        Improve the quality of assisted housing</b></li> <li><b>Goal 3.        Improve the quality of life for program participants</b></li> <li><b>Goal 4.        Promote self-sufficiency and economic opportunity</b></li> <li><b>Goal 5.        Maintain fiscally responsible operations and financial sustainability</b></li> <li><b>Goal 6.        Provide highest quality of governance and services</b></li> <li><b>Goal 7.        Ensure equal opportunity and further non-discrimination in CDA housing</b></li> <li><b>Goal 8.        Violence Against Women Act (VAWA) compliance.</b></li> </ul> <p><b>The CDA's goals align with HUD and City of Madison goals and provide specific objectives and opportunities, which will enable the CDA to serve the needs of low-income families for the next five years. In 2021, the CDA engaged in or completed the following initiatives:</b></p>

**Goal 1: Expand the supply of assisted housing****Objectives:**

- Reduce vacancies in Public and Multifamily Housing
- Increase or maintain funding
- Pursue partnerships with other agencies to provide additional assisted housing for qualifying families
- Improve Section 8 voucher lease up success rate and timing
- Provide homeownership programs for low-income families
- Effectively position existing CDA Public Housing portfolio for preservation
- Develop new dwelling units when feasible

**Initiatives:**

The CDA maintains an Annual Contributions Contract (ACC) with the Department of Housing and Urban Development (HUD) to lease and manage 782 units of Public Housing.:

CDA Public Housing Unit Inventory				
Asset Management Project #	Project Name	ACC Units	Non-Dwelling Units	Total Units
AMP 200	East Site	166	3	169
AMP 300	West Site	297	3	300
AMP 400	Triangle Site	224	2	226
AMP 500	Truax Phase 1	47	0	47
AMP 600	Truax Phase 2	40	0	40
		<b>774</b>	<b>8</b>	<b>782</b>

Designated non-dwelling units provide space as approved by HUD for resident self-sufficiency activities and other activities, as well as for CDA property management office space. CDA non-dwelling unit space is currently occupied by Dane County Human Services Joining Forces for Families Social Worker, Truax Neighborhood Association, ROSS Grant Coordinator, Mentoring Positives, Triangle Health & Resource Center, and Triangle Ministry.

The CDA also maintains two Housing Assistance Payment (HAP) Contracts with the Wisconsin Housing and Economic Development Authority (WHEDA) to lease and manage 115 units of Multifamily Housing (Section 8 New Construction):

CDA Multifamily Housing Inventory			
Project Name	Assisted Units	Non-Dwelling Units	Total Units
Karabis Apartments	20	0	20
Parkside Apartments	94	1	95
	<b>114</b>	<b>1</b>	<b>115</b>

Section 9(g)(3) of the United States Housing Act of 1937 (Faircloth Amendment) sets the limit on the number of Public Housing units for which a public housing authority may receive Capital Funds and Operating Funds. The Faircloth Amendment stipulates that HUD cannot fund the construction or operation of new public housing units if the construction of those units would result in a net increase in the number of units the Public Housing Agency (PHA) owned, assisted or operated as of October 1, 1999. Although the CDA is unable to increase the number of Public Housing units in its portfolio per HUD's Faircloth limit, the CDA can contribute to the supply of assisted housing by ensuring a high occupancy rate within its existing portfolio of assisted units. HUD's goal for occupancy is 98%. In 2021, the CDA's East Site developments, including Truax Phase 1 and Truax Phase 2, implemented initiatives to reduce vacancies and maintain high occupancy rates, as highlighted below:



Development	2019 Average Occupancy Rate	2020 Average Occupancy Rate	2021 Average Occupancy Rate (as of June 30, 2021)
East Amp 200	94.68%	98.29%	99.30%
West Amp 300	95.68%	95.79%	93.32%
Triangle Amp 400	97.95%	95.68%	94.94%
Truax Phase 1 Amp 500	99.29%	99.82%	100.00%
Truax Phase 2 Amp 600	99.38%	100%	100.00%
Truax PBV Units	96.18%	94.10%	100.00%
Parkside	98.35%	97.48%	93.92%
Karabis	99.17%	93.33%	97.50%

The CDA continues to administer housing assistance on behalf of low-income individuals and families through the Housing Choice Voucher (HCV) program. Under the program, the CDA pays a housing subsidy directly to the private landlord and the program participant pays the difference between actual rent charged and the amount subsidized by the program. An Annual Contributions Contract (ACC) between HUD and the CDA provides the CDA with funding for housing assistance. The following chart represents the CDA's ACC voucher baseline. The baseline increased to 2,073 in 2021, as the CDA received 69 Emergency Housing Vouchers:

ACC Voucher Baseline			
# of Vouchers	Housing Choice Voucher Section 8 Program	Award Date	Total Vouchers (Baseline)
Tenant Based Voucher – Starting Baseline			1,606
50	Family Unification Program	7/08/2009	1,656
35	Veterans Affairs Supportive Housing	8/06/2009	1,691
50	Family Unification Program	8/06/2010	1,741
25	Veterans Affairs Supportive Housing	7/14/2011	1,766
25	Veterans Affairs Supportive Housing	4/4/2012	1,791
25	Veterans Affairs Supportive Housing	8/01/2013	1,816
23	Veterans Affairs Supportive Housing	8/14/2014	1,839
21	Veterans Affairs Supportive Housing	4/01/2015	1,860
25	Veterans Affairs Supportive Housing (Project-Based Vouchers)	5/01/2016	1,885
6	Veterans Affairs Supportive Housing	9/01/2016	1,891
7	Veterans Affairs Supportive Housing	4/01/2018	1,898
12	Veterans Affairs Supportive Housing	3/01/2019	1,910
30	Oakwood Tenant Protection Voucher	3/01/2020	1,940
5	Veterans Affairs Supportive Housing	5/01/2020	1,945
45	Mainstream Voucher	7/01/2020	1,990
14	Mainstream Voucher	7/01/2020	2,004
69	Emergency Housing Voucher	7/01/2021	2,073

Voucher utilization is the degree to which the CDA uses available annual budget authority through leasing of Section 8 units. The more units that are leased, the greater amount of annual budget authority used. Managing utilization is a critical component of voucher program management. Significant under-leasing prevents families in need from participating in the Section 8 program and also causes the CDA to lose ongoing administrative fee income, that is earned directly in proportion to the number of units under lease. The CDA's voucher utilization for 2020 and as of July 2021, is as follows:

#### 2020 Housing Choice Voucher Utilization Report

	January	February	March	April	May	June	July	August	September	October	November	December
ACC Vouchers	1910	1915	1915	1915	1915	1915	1915	1915	1915	1915	1915	1915
Total Funding Available (Monthly)	1,224,379	1,244,617	1,244,617	1,244,617	1,244,617	1,244,617	1,244,617	1,244,617	1,244,617	1,244,617	1,244,617	1,244,617
Homeownership	39	39	39	39	41	40	39	40	40	40	41	41
Family Unification	71	72	75	71	70	73	67	79	72	79	73	82
Portable Vouchers	17	13	33	18	22	26	24	19	23	29	64	97
Tenant Protection Vouchers			25		25	25	24	24	24	24	24	24
Veterans Affairs Supported Housing	155	168	154	165	164	157	176	154	165	164	172	183
All Other Vouchers	1360	1367	1410	1406	1391	1403	1375	1366	1352	1339	1321	1341
Total Vouchers	1642	1659	1736	1699	1713	1724	1705	1682	1676	1675	1695	1768
Voucher Utilization Rate	86%	87%	91%	89%	89%	90%	89%	88%	88%	87%	89%	89%
Total Housing Assistance Payments (HAP)	1,109,918	1,137,577	1,193,117	1,172,819	1,215,111	1,233,221	1,245,209	1,237,924	1,253,842	1,249,888	1,263,545	1,323,800
HAP Utilization Rate	91%	91%	96%	94%	98%	99%	100%	99%	101%	100%	102%	106%
Per Unit Cost (PUC)	676	686	687	690	709	715	730	736	748	746	745	749
Project Based Vouchers Leased	179	190	185	187	185	185	189	187	190	186	176	184
Total Project Based Vouchers Available	202	202	202	202	202	202	202	202	202	202	202	202
PBV Utilization Rate	89%	94%	92%	93%	92%	92%	94%	93%	94%	92%	87%	91%

#### 2021 Housing Choice Voucher Utilization Report

	January	February	March	April	May	June	July
ACC Vouchers	1915	1915	1915	1915	1915	1915	1915
Total Funding Available (Monthly)	1,366,000	1,366,000	1,366,000	1,366,000	1,366,000	1,366,000	1,366,000
Homeownership	41	42	42	41	41	41	40
Family Unification	82	83	90	86	86	88	87
Portable Vouchers	81	58	58	60	95	40	33
Tenant Protection Vouchers	24	24	21	23	24	26	22
Veterans Affairs Supported Housing	199	173	176	178	175	166	172
All Other Vouchers	1328	1325	1340	1308	1293	1263	1311
Total Vouchers	1755	1705	1727	1696	1714	1624	1665
Voucher Utilization Rate	92%	89%	90%	89%	90%	85%	87%
Total Housing Assistance Payments (HAP)	1,305,963	1,261,238	1,282,702	1,261,134	1,275,840	1,221,009	1,248,596
HAP Utilization Rate	96%	92%	94%	92%	93%	89%	91%
Per Unit Cost (PUC)	744	740	743	744	744	752	750
Project Based Vouchers Leased	197	183	195	184	184	180	186
Total Project Based Vouchers Available	202	202	202	202	202	202	202
PBV Utilization Rate	98%	91%	97%	91%	91%	89%	92%

The CDA continues to issue Section 8 vouchers to approved applicants who are referred to the CDA under the Family Unification Program (FUP), the Veterans Affairs Supportive Housing (VASH) Program, and the Mainstream program:

- The Family Unification Program (FUP) is focused at preventing family separation due to homelessness or lack of adequate housing, as well as to ease the transition out of foster care for aging-out youth who lack adequate housing. FUP referrals are provided to the CDA through an agreement with the Dane County Department of Human Services. Under the FUP program, 36 months of housing assistance is provided to former foster youth ages 18-24. However, FUP youth who actively participate in the CDA's Family Self Sufficiency (FSS) program receive an extension of their FUP assistance beyond the 36-month limit. The CDA currently has 100 FUP vouchers for use, and the CDA maintained an average FUP voucher utilization rate of 74% in 2020 and 86% through July of 2021.

- The Veterans Affairs Supportive Housing (VASH) program provides rental assistance for homeless veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). The CDA currently has 209 VASH vouchers, and the CDA maintained an average VASH voucher utilization rate of 79% in 2020 and 85% through July of 2021.
- The Mainstream program provides assistance to non-elderly persons with disabilities who are in permanent supportive housing or rapid rehousing. The CDA has partnered with the Road Home of Dane County and the Madison Tenant Resource Center to receive referrals for Mainstream. The CDA currently has 35 Mainstream vouchers under a HAP contract, with 22 approved Mainstream applicants shopping for a unit in the private market.

The CDA received 69 Emergency Housing Vouchers (EHVs) in July of 2021. EHV's are tenant-based vouchers targeted to assist individuals and families who are experiencing homelessness or are at risk of homelessness, or who are a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking. The CDA has partnered with the Dane County Housing Authority and the Dane County Homeless Consortium to assist in qualifying families for EHV housing assistance through a direct referral process.

The CDA also continued to administer Section 8 project-based voucher assistance to 202 units under the following PBV contracts:

Award Year	Organization	Program Criteria for Low-Income Households	PBVs Awarded
2006	Housing Initiatives	Housing with mental health supportive services	5
	Porchlight, Inc.	Homeless or formerly homeless	8
	Prairie Crossing	Allied Drive Neighborhood revitalization	20
	YWCA	Single Mom's with 1 or 2 children under the age of 4	8
2008	Revival Ridge	Neighborhood revitalization	36
2010	Burr Oaks	Senior affordable housing	30
	Truax Park	Truax Park Redevelopment Phase 1	24
2014	Pinney Lane	For Persons with Disabilities	8
	Porchlight at Truax	Truax Park Development Phase 2	8
	Rethke Terrace	Permanent supportive housing for homeless individuals	27
	Ridgecrest	Private redevelopment of distressed affordable housing	8
2015	Tree Lane	Permanent supportive housing for homeless families	20
<b>TOTAL</b>			<b>202</b>

Section 8 payment standards also have an impact on Section 8 program utilization and must be monitored on a regular basis. Each year the CDA reviews its Section 8 payment standards taking into account the supply of rental housing available within the payment standards and the success rate of participating families finding suitable housing. HUD allows Section 8 payment standards to be between 90% and 110% of HUD's annual Fair Market Rents (FMR). The CDA completed a review of its payment standards in 2021 and determined that the payment standards needed to be increased to 100% of FMR to keep the payment standards within the basic range. The new payment standards will allow the CDA to assist the maximum number of families while allowing families to obtain suitable housing:

<b>2021 CDA Housing Choice Voucher Program Payment Standards</b>					
<b>Effective July 1, 2021</b>					
	<b>Efficiency</b>	<b>One-Bedroom</b>	<b>Two-Bedroom</b>	<b>Three-Bedroom</b>	<b>Four-Bedroom</b>
<b>HUD 2021 FMR</b>	\$889	\$1,039	\$1,211	\$1,641	\$1,965
<b>CDA Payment Standard</b>	\$889	\$1,039	\$1,211	\$1,641	\$1,965

The CDA continued to support voucher mobility in 2021. For families who bring their vouchers from another jurisdiction, the CDA bills initial housing authorities for the assistance paid for incoming portable households. The CDA does this to preserve local voucher budget authority to serve families from the CDA waiting list. The CDA is currently billing initial housing authorities for 42 households. Conversely, the CDA currently pays receiving housing authorities for 72 households who have ported out of the CDA's jurisdiction. Most of these households ported out with VASH vouchers. Receiving jurisdictions must bill the CDA for these veteran's vouchers under the HUD rules that apply to these special purpose vouchers.

For homeownership efforts, the CDA continued to administer its Section 8 homeownership program, with a total of 40 families utilizing Section 8 assistance for mortgage expenses. The CDA Board adopted a Section 32 Homeownership Plan for submission to the HUD Special Applications Center. The plan includes 12 scattered-site housing units, which would be available for purchase by low-income families. The CDA would use the proceeds of any sale for redevelopment of new affordable housing.

In an effort to effectively position existing units within the CDA's Public Housing portfolio, the CDA Board approved the sale of 32 scattered site Public Housing units to the Madison Revitalization and Community Development Corporation (MRCDC). HUD has approved the disposition at below Fair Market Value. The MRCDC will maintain the units as low-income housing through a restricted use covenant, and the Public Housing subsidy will be replaced with Section 8 Tenant Protection Vouchers.

The CDA continues to work on repositioning Public Housing and increasing assisted housing units through the disposition of four units of Public Housing located at Theresa Terrace. The CDA has entered into a contract with an architect for concepts and designs geared toward increasing the unit count at the property to at least eight (8) units. The CDA intends to sell these units to the MRCDC for redevelopment as part of a strategy to create quality, low-income housing for residents in the existing neighborhood. In October of 2020, The CDA Board of Commissioners approved a resolution to complete the HUD disposition application process.

Upon completion of the Triangle Monona Bay Neighborhood Plan, the CDA has begun to address any possible redevelopment of its Triangle site, which includes both Public Housing and Multifamily Housing. Through a Technical Assistant grant in 2020, CDA Staff met with a HUD consultant to review options for redevelopment. The CDA is currently in the process of obtaining a Developer-Partner, who will work on creating the CDA's phased Master Plan. The overall goal is to replace or upgrade all of the units at the Triangle for sustainable low-income housing.

The CDA is an active participant in the City of Madison's Interagency Housing Team, which focuses on affordable housing strategies.

**Goal 2: Improve the quality of assisted housing****Objectives:**

- **Renovate and/or modernize Public Housing and Multifamily Housing units**
- **Pursue energy efficiency improvements**
- **Identify and implement sustainable practices to minimize impacts on the environment**

**Initiatives:**

The CDA strives to achieve HUD Physical Assessment Subsystem (PASS) scores of no less than 35 points. The purpose of the PASS is to determine whether public housing units are decent, safe, sanitary and in good repair, and to determine the level to which the CDA is maintaining its public housing in accordance with housing condition standards. Physical inspections are conducted each year by independent, HUD-contracted inspectors in accordance with HUD's Uniform Physical Condition Standards (UPCS). The assessment of each CDA development involves inspection areas of site, building exterior, building systems, common areas, and dwelling units. HUD suspended inspections in 2020 due to COVID-19 with 2019 PASS score carrying over. HUD reports that effective June 1, 2021, inspections will commence. However, HUD has not yet finalized CDA property inspection schedules. CDA PASS scores are as follows:

	2019 PASS Score	2020 PASS Score	2021 PASS Score
East Site	19.2	19.2	Pending inspections
West Site	34	34	
Triangle Site	35.2	25.2	
Truax Phase 1	29.2	29.2	
Truax Phase 2	34.8	34.8	

The CDA contracted with the Nelrod Company for completion of a Green Physical Needs Assessment (GPNA). Public housing authorities are required by HUD to complete a GPNA, which is a comprehensive assessment of the physical condition of their housing stock and facilities. The GPNA also includes an energy audit, which is conducted under HUD standards in support of energy conservation goals. The CDA has completed and submitted its GPNA to HUD.

The CDA maintains approximately 1,200 trees on CDA property. An Ash tree inventory in 2019 revealed 105 Ash trees at risk and needing removal. The CDA, in partnership with the Urban Tree Alliance (UTA), obtained a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of creating a tree management plan. Under a phased plan, the high-risk trees are to be removed with new trees planted. From 2019 to 2020, 42 trees were removed and 85 new trees were planted. The remaining high-risk trees are to be removed and the CDA expects to plant an additional 40 trees in 2021. Tree planting is being organized and completed by UTA and volunteers from the Madison Area Technical College's Urban Forestry Program.

The CDA continues to participate in a Shared Solar program. In August of 2020, Madison Gas & Electric (MGE) constructed its second shared solar installation. The CDA and other participants are able to reserve a portion of the electricity produced from the Share Solar arrays with a stable electric rate for the next 25 years. The Shared Solar Program involves an up-front participation fee and paying MGE's established rate for the solar energy. The CDA entered into a Memorandum of Understanding with RENEW Wisconsin, Inc. who will pay the CDA's share of up-front fees to participate in a Shared Solar Program. The CDA selected Romnes and Karabis Apartments as participating buildings. Participation in the Shared Solar Program will allow the CDA to offer the benefits of cost-effective, locally generated solar energy to Romnes and Karabis residents without installing solar on any CDA properties.

**Goal 3: Improve the quality of life for program participants**

**Objectives:**

- **Ensure CDA supportive services, and housing and unit types, meet the needs of the evolving population**
- **Through policy and partnerships, create vibrant living environment initiatives to ensure CDA developments are healthy and safe places to live**
- **Improve resident services across CDA programs and housing communities**
- **Increase the number of residents who can affordably access the internet**
- **Create a lasting social impact through support of resident associations, a thriving resident advisory board, and resident voice**

**Initiatives:**

The CDA continues to follow local public health department and City of Madison recommendations as related to the COVID-19 virus. The CDA re-opening its offices to the general public on July 6, 2021. Customers are still encouraged to conduct business via phone, email, mail, or a locked drop box located at each CDA office. CDA Service Coordinators continued to check-in on residents and to provide resources such as food, mental health referrals, and rental assistance programs. CDA Maintenance Staff continue to respond to emergency and non-emergency work order requests. Other important CDA functions continue, including admissions, eligibility, and apartment turns. CDA Staff continue to prioritize and process a large volume of interim re-exams for all housing programs, which reflect adjustments to rent. CDA residents are encouraged to report any changes in income as quickly as possible in order for staff to process these changes timely. The CDA continues to follow applicable eviction moratoriums. Property Managers create repayment agreements with any resident who has not paid rent and the CDA has not collected any late fees or NSF fees during the moratoriums.

The CDA continues to maintain two (2) HUD Multifamily Housing Service Coordinator grants, which includes two (2) Resident Service Coordinators at the CDA's Triangle Site. The Resident Service Coordinators assess the needs of elderly and disabled residents and coordinate available supportive services to improve living conditions, so that those residents can continue to live in place, independently. A Public Housing funded Tenant Services Aide was also hired in 2020 to service Public Housing tenants at the CDA's West Site.

To further its mission to provide decent, safe, and sanitary housing to low-income residents of the City of Madison, the CDA continues to maintain the newly created public safety and security program at its Public Housing and Multifamily Housing properties. The CDA's professional security contractor provides on-site security services.

New Public Housing utility allowances have been implemented in 2021. The CDA will continue to analyze utility allowances on an annual basis as required by HUD.

The CDA Resident Advisory Board (RAB) met for its annual meeting in December of 2020. The CDA was unable to conduct more frequent RAB meetings in 2021 due to COVID-19 constraints.

In an effort to narrow the digital divide for CDA low-income residents, the CDA continues to participate in the ConnectHomeUSA expansion program. Through a Public Service Commission of Wisconsin grant, the CDA has entered into an agreement with Verizon to provide internet service to donated laptops, hot spots and tablets. The CDA continues its partnership with the East Madison Community Center (EMCC) on a digital access program; the CDA's AmeriCorps Vista volunteer continues to focus on capacity building; CDA Service Coordinators continued to assist residents to sign up for affordable internet services; and the CDA participates in HUD Connect Home check-in meetings.

**Goal 4: Promote self-sufficiency and economic opportunity****Objectives:**

- **Increase the number of employed persons in assisted housing**
- **Support resident capacity-building and self-sufficiency initiatives to help residents meet their own goals**
- **Provide and attract supportive services to increase independence for elderly or disabled households**
- **Create a Section 3 Resident Employment & Opportunity Program**

**Initiatives:**

The CDA continues to maintain a Section 8 Family Self-Sufficiency (FSS) program in partnership with the Dane County Housing Authority and with services provided by the Community Action Coalition for South Central Wisconsin. The CDA's goal is to support 13 families through the FSS program. In 2021, there were two (2) new families added to the FSS program. Although a program participant may fail to meet the obligations under the FSS program, the CDA is prohibited from terminating the family's Section 8 assistance based on the outcome of FSS participation. Since the program began in 2010, FSS activity is as follows:

<b>Total FSS Activity</b>	<b>Currently Active in FSS</b>	<b>Completed FSS Program</b>	<b>Terminated from FSS</b>
42	12	12	30

The CDA continues to maintain its Resident Opportunity and Self-Sufficiency (ROSS) grants. A ROSS Service Coordinator continues to provide supportive services for self-sufficiency to residents of the CDA's East and West Site developments. Successes and highlights for 2021 include:

- Check-ins with residents and referrals provided for rental assistance, eviction prevention, utility assistance, food and household essentials, home buying, private market renting, benefits enrollment, and low-cost internet and devices along with other community resources.
- Contacted new residents and assisted in providing them with welcome baskets and program information.
- Provided mediation and communication between residents, neighbors, and management.
- Provided interpretation services to residents.
- Provided referrals for the Emergency Broadband Benefit program.
- Resident assistance in employment related activities including basic computer literacy such as creating an email address, job search, application assistance, job skills assessments, and resume building.
- Participant who previously lost employment due to COVID was hired in a new career to work full-time making \$20 per hour.
- Participant who became unemployed for several months, due to the pandemic, found full-time employment.
- Participant increased their income by obtaining a full-time job in the food industry. Additionally, the participant purchased a vehicle to use for transportation to and from work and childcare.
- Participant who was off work and job searching for several months, began full-time employment at a temporary agency where they will assist others in employment related activities.
- Participant referred and accepted into the Work N Wheels program, which involves financial literacy classes for eligibility to enter into a vehicle loan.
- In collaboration with Old National Bank, provided "All Things Credit" workshop in June and "Money Safety for Seniors" event in July.
- Participated in the 2021 CDA/EMCC Job Fair and Career Expo.

**Goal 5: Maintain Fiscally Responsible Operations and financial Sustainability****Objectives:**

- Maximize the CDA's current resources for housing programs
- Create a sustainable and diversified funding model that is adaptive to external challenges and opportunities
- Practice asset management principles through project-based accounting and management of CDA housing
- Utilize Capital Funds for capital improvements vs. operating costs
- Adopt administrative rule and procedures meant to reduce administrative costs, increase program efficiency, improve tenant benefits, or foster self-sufficiency
- Implement procurement policies
- Implement functioning inventory management system
- Implement energy efficient cost saving measures on all properties

**Initiatives:**

The CDA's Section 8 voucher authority increased from 1,990 in 2020 to 2,073 in 2021, which includes the following targeted vouchers: 100 Family Unification Program (FUP) vouchers, 209 Veterans Affairs Supportive Housing (VASH) program vouchers, and 69 Emergency Housing Vouchers (EHVs). As of July of 2021, the CDA is at 91% of Section 8 funding utilization with 1,665 vouchers in use, which includes 87 FUP vouchers in use and 172 VASH vouchers in use.

The CDA is currently eight (8) units over the HUD Faircloth limit, which lowers the amount of operating subsidy the CDA receives from HUD by eight (8) units. Upon the sale of 32 scattered site units of Public Housing to the MRCDC, the CDA will become compliant with the HUD Faircloth limit and bring in eight (8) more units of Public Housing subsidy. At the same time, the subsidy on the dispositioned units will change to a Section 8 form of assistance, which is a more sustainable platform for these particular units.

The CDA Board adopted formalized financial policies which define the Board's intent for the administration and stewardship of CDA resources. The CDA Financial Policies delegate limited authority from the CDA Board to the CDA Finance Subcommittee. The CDA Financial Policies provide rules and procedures related to cash handling, cost allocation, reserves, capitalization, and procurement.

Each year, the CDA strives for a HUD Financial Assessment Subsystem (FASS) score of 25. The purpose of FASS is to measure the financial condition of each public housing project. FASS measures liquidity, adequacy of reserves and capacity to cover debt. Due to COVID-19, HUD has not provided FASS scores beyond 2018 with scores carrying forward:

	2018 FASS Score	2019 FASS Score	2020 FASS Score	2021 FASS Score
East Site	23.00	23.00	No score available	No score available
West Site	21.65	21.65		
Triangle Site	25.00	25.00		

In 2020, the CDA received Federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding to utilize for the prevention, preparation of, and response to the Coronavirus, including to maintain normal operations during the period the CDA's subsidized housing programs were impacted by Coronavirus. The CDA received the following CARES Act funding:

Housing Program	Date	Funding Amount
Public Housing Program	May, 2020	\$195,353
Multifamily Housing Service Coordinator Grant	April 1, 2020	\$4,600
Multifamily Housing Service Coordinator Grant	March 27, 2020	\$5,872
Housing Choice Voucher Program Administration	May, 2020	\$237,862
Housing Choice Voucher Program Administration	August 10, 2020	\$286,245
Housing Choice Voucher Program Housing Assistance Payments	November 1, 2020	\$649,416
	<b>Total</b>	<b>\$1,379,348</b>

The CDA also received additional Public Housing Capital Funds in 2020 in the amount of \$9,997.



**Goal 6: Provide highest quality of governance and services**

**Objectives:**

- **Deliver top quality service to customers**
- **Improve CDA image and reputation**
- **Create and maintain an inclusive and safe working environment**
- **Maintain High Performer status in the Public Housing and Section 8 Housing Choice Voucher programs**
- **Attract and retain the best qualified employees, provide opportunities for employees to perform at their best, recognize employee contributions, and maintain succession plans**
- **Improve CDA operations, costs, and communications through automation, technology upgrades and continuous process improvements**
- **Ensure effective CDA Board governance**

**Initiative:**

In 2021, the CDA focused on creating new positions, hiring vacant positions, and promotions through career ladder plans:

- The CDA hired its new Housing Operations Division Director in May of 2021.
- Due to a planned retirement in September of 2021, the CDA will fill a vacant Section 8 Housing Specialist position and will focus on an internal job posting to allow for growth within existing staff.
- The CDA plans to hire a new Receptionist for the CDA's Central Office. The position was vacated in 2020 and the CDA delayed replacement due to the Dane County COVID-19 Stay at Home Orders and office closure.
- The creation of an Eligibility Coordinator position is on target to be added to the 2021 budget. This new position will allow for the issuing of new Emergency Housing Vouchers (EHV) and other wait list processing efforts. Recruitment efforts will begin upon City of Madison Common Council approval.
- The CDA hired a Housing Maintenance Worker and Hourly Custodial Worker at the CDA's West Site.
- The addition of a 60% CDA Security Monitor position at the CDA's Triangle Site was approved by the City of Madison Common Council in January of 2021. The additional position allows for two (2) Security Monitors at the Triangle Site.
- In 2021, the CDA's Hearing and Accommodations Specialist was promoted through a planned career ladder plan, which included specific training and performance goals.
- Career ladder efforts continue within the CDA's maintenance team with at least one (1) maintenance employee set to move through the progression. The goal is to hire, train, and promote maintenance staff through the maintenance classification progression in order to retain highly skilled maintenance employees.

To improve community awareness of the CDA, work began in 2020 to create a CDA social media strategy development plan. To date, the CDA has created the infrastructure for social media, has implemented a corporate Facebook page, and has provided appropriate Staff with training to allow for regular content maintenance of the CDA's Facebook page.

CDA Board of Commissioners participated in HUD's Lead the Way on-line training. Lead the Way training is designed to inform board commissioners on the fundamentals of oversight, roles and responsibilities of a Public Housing Authority board and staff functions, and public housing basics. Curriculum includes: asset management, Housing Choice Voucher program, budgets, ethics, assessing the PHA, knowing the PHA, and preventing sexual and other discriminatory harassment in housing.

**Goal 7: Ensure Equal Opportunity and further non-discrimination in CDA housing**

**Objectives:**

- **Ensure equal access to assisted housing**
- **Ensure a suitable living environment for all families living in assisted housing**
- **Ensure accessible housing to persons with disabilities**
- **Ensure equity in organizational values**

**Initiative:**

The CDA hired a Hearing and Reasonable Accommodation Specialist in 2020, who received Fair Housing Specialist and Hearing Officer certification. Having a dedicated staff person assigned to work on reasonable accommodation requests contributes to a reduced processing time for reasonable accommodation requests and ensures consistency with fair housing law:

<b>CDA Reasonable Accommodation Requests</b>		
<b>Year</b>	<b>Number of Cases</b>	<b>Average Days Processing Time</b>
2021 (Jan – July)	92	21
2020	69	43

Despite COVID-19 restrictions, the CDA was able to provide denied applicants and terminated program participants the option for a hearing to be conducted remotely.

Fair Housing posters are displayed at all CDA offices, and CDA customers are provided access to discrimination complaint forms through the CDA’s website.

All new CDA employees attend Fair Housing training and many CDA Staff have attended the City of Madison’s Racial Equity and Social Justice Initiative series of trainings. All CDA employees are required to attend City of Madison Prohibited Harassment & Discrimination training (APM 3-5) within their first year of employment, and every three (3) years thereafter. CDA Supervisors and Managers must attend Prohibited Harassment & Discrimination training every three (3) years. The Supervisory level training focuses on good management practices and policies requiring the maintenance of an environment that is free of discriminatory harassment.

In 2021, the City of Madison implemented a training requirement for Mandatory Reporters under APM 3-5, *Prohibited Harassment and/or Discrimination Policy*. A “Mandatory Reporter” is defined as an individual that must report potential APM 3-5 policy violations that they witness or that are reported to them to both the Department of Civil Rights and their Department Director within 24 hours. These individuals are lead workers, supervisor, and managers. As part of preparing for the new training requirement, the CDA conducted an inventory of those employees who meet the definition of Mandatory Reporter. Out of a total of 15 identified CDA Mandatory Reporters, 8 have attended the mandatory training, with the remaining Staff scheduled to attend by the end of 2021.

The CDA’s Civil Rights Coordinator continues to manage the CDA’s affirmative action Work Force Plan and provides guidance to CDA hiring managers in recruitment efforts for “red flag” positions. The CDA Civil Rights Coordinator also assists with Prohibited Harassment and/or Discrimination training and complaint investigations; ensures that staff have access to language-line services, translation, and interpretation services; identifies equity training needs within the CDA; and provides referrals to support the City of Madison’s Multicultural Affairs Committee, Women’s Initiative Committee, and Latino Community Engagement Team.

	<p><b><u>Goal 8: Violence Against Women Act Compliance</u></b></p> <p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• <b>Actively follow the Violence Against Women Act (VAWA)</b></li> </ul> <p><b>Initiatives:</b></p> <p>The CDA continues to follow the Violence Against Women Act (VAWA) provisions and continues to provide a Section 8 wait list preference for Victims of Domestic Violence. The CDA also provides outreach on VAWA protections, by notifying applicants and program participants of their rights under VAWA, including VAWA language in the CDA's Section 8 Housing Assistance Payment (HAP) Contract and CDA leases for Public Housing and Multifamily Housing. VAWA notices and forms are provided to applicants who are denied admission to a CDA housing program, and to program participants when the CDA issues a notice of termination. The CDA follows its VAWA emergency transfer policies. VAWA information may also be found on the CDA's Website including victim resource resources and CDA VAWA forms.</p>
<b>B.6</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y    N  <input checked="" type="checkbox"/>   <input type="checkbox"/></p> <p>(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.</p> <p><b>See attached comments from the September 21, 2021 RAB Meeting, and the November 30, 2021 RAB Meeting</b></p>
<b>B.7</b>	<p><b>Certification by State or Local Officials.</b></p> <p><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.</p> <p><b>See attached Form HUD 50077-SL</b></p>
<b>B.8</b>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y    N    N/A  <input type="checkbox"/>   <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<b>C.</b>	<p><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).</p> <p><b>See attached HUD 50075.1, Annual Statement/Performance and Evaluation Reports</b></p>
<b>C.1</b>	<p><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.</p> <p><b>See attached HUD 50075.2, Capital Fund Program Five Year Action Plan, approved by HUD on 7/16/2021</b></p>



## Resident Advisory Board (RAB) Meeting

### Comments to 2022 PHA Plan and Capital Fund Plan

#### Welcome and Introductions

**RAB Members Present:** Katherine Acker, Curtis Arnoldi, John Beeman, Rosie Haskins, Betsy Johnson, Martha Siravo, Malinda Sloan, Linda Washington, Myesha Whitson

**CDA Staff Present:** Tom Conrad, Lisa Daniels, Bryce Gruner, Bennett Hogendorn, Larry Kilmer

#### Review of 2022 PHA Plan and RAB Comments

**1. Will Residents be displaced during redevelopment of the Triangle Site?**

*CDA Response: Redevelopment of the Triangle will likely take place in phases (per building) and so that residents will not have to move to another CDA neighborhood. During the initial phase, residents in the first building may have to move to another Triangle unit. As new buildings are created, existing Triangle residents will move into new units, and the CDA will redevelop old buildings or units as they are vacated.*

**2. It is important for the CDA to consider accessibility at Karabis, including outside doors.**

*CDA Response: The CDA will make sure to consider tenant and visitor accessibility when considering redevelopment concepts for the Triangle, including Karabis Apartments.*

**3. What is the status of redevelopment of the old units at Truax Park Apartments?**

*CDA Response: The 48 remaining old units at Truax Park Apartments are on the CDA's list for future redevelopment. The CDA is looking into available options to properly redevelop the units per HUD approval. The CDA hopes to have redevelopment ideas next year.*

**4. Will the old units at "A" Site be redeveloped?**

*CDA Response: The units on Anderson Street (a.k.a. "A-Site") could be part of the Truax Park Apartments phased redevelopment.*

**5. The CDA should consider that taking recycling bins away is not really solving the recycling issue.**

*CDA Response: The CDA was faced with extremely high contamination fees under their current contract with Waste Management. The CDA is looking into whether a different contract can be obtained to better address contamination fees. A new contract cannot be entered into until the old contract expires.*

**6. Other tenant organizations, such as the Truax Resident Advisory Committee (TRAC), work on creating a space for educating people about issues, such as recycling.**

*CDA Response: Tenant education is also important for improving recycling efforts, and the CDA will look into more ways to better communicate and educate residents about recycling.*

**7. Taking a 3-part approach to recycling is a good idea (e.g. containers, better labels, and education).**

*CDA Response: The CDA is working to update its current trash/recycling contract. As part of the process of updating the contract, the CDA will negotiate with the selected vendor on cost, location, number of trash/recycling containers as well as signage. Additionally, the CDA is exploring educational opportunities offered by other City departments for CDA residents to learn about the importance of recycling.*

**8. Access to garbage/recycling is difficult for Karabis residents. Can the CDA do something about the down slop across the parking lot, which wheelchairs have to navigate to get to the garbage and recycling?**

*CDA Response: The CDA will look into this.*

**9. What is the status of internet access at Romnes?**

*CDA Response: The CDA has found that providing Wi-Fi to our Public Housing residents is prohibitively expensive. We are encouraging all residents to take advantage of the Federal Communications Commission program called the Emergency Broadband Benefit program. The program provides \$50 per month toward the purchase of high speed internet service as well as a subsidy toward the purchase of computer equipment. CDA staff created a short video about how to enroll in the program, which can be found on the new CDA Facebook page at: <https://www.facebook.com/CDAMadison/>*

**10. Home Chore programs are needed at the Triangle and have not been offered for a while.**

*CDA Response: The CDA's Resident Service Coordinators may be able to connect residents to Home Chore assistance. However, Home Chore may have been reduced or eliminated due to COVID-19 and related restrictions and/or social distancing practices.*

**11. Residents would like better security at the Triangle. What is the progress on CDA Security efforts?**

*CDA Response: The CDA is in the process of hiring two Triangle Site Community Resource Officers, who are not traditional security guards. Community Resource Officers have a skill set that allows them to educate, problem-solve, and provide support, as well as to recognize and summon help quickly for criminal activity and psychiatric and medical emergencies.*

**Review of Capital Fund Program Plans and RAB Comments**

**1. Is it possible to have an automatic garage door opener installed on the garage door at the duplex on Manitowoc Parkway? The garage door freezes up in the winter and it is very difficult to manually open the door.**

*CDA Response: The U.S. Department of Housing and Urban Development (HUD) considers automated garage doors as a luxury item and not eligible for Capital Funds. An exception to that rule would be through a reasonable accommodation for a person with a disability.*

**2. When will the appliances in the units be updated?**

*Appliances are operationally funded.*



## Resident Advisory Board (RAB) Meeting

### RAB Comments to Amended 2022 PHA Plan

November 30, 2021

#### Welcome and Introductions

**RAB Members Present:** John Beeman, Betsy Johnson, Lisa Krosinski, Silvia Morales Lopez, Martha Siravo, Linda Washington

**CDA Staff Present:** Lisa Daniels and Larry Kilmer

**Other Attendees:** Interpreter Julio Garcia

#### Revised 2022 PHA Plan Review and RAB Comments

##### Public Housing ACOP and Section 8 Administrative Plan - Equal Access Rule Policy additions

#### 1. What is the complaint process?

*CDA Response: Applicants or program participants, who believe that they are being discriminated upon based on sexual orientation, gender identity, or marital status, may notify the CDA orally or in writing. Within 10 business days, the CDA will provide written notice to the alleged violator of the Equal Access Rule, as well as written notice to the complainant and information on how to submit a housing discrimination complaint to HUD's Office of Fair Housing and Equal Opportunity. The CDA will attempt to remedy discrimination complaints and conduct an investigation. Within 10 business days following the conclusion of investigation, the CDA will provide the complainant and the alleged violator with the findings and proposed corrective action or explain why corrective action is not warranted. The CDA will keep a record of all complaints, investigations, notices, and corrective actions in accordance with HUD records retention requirements.*

#### 2. What data do you keep on discrimination complaints?

*CDA Response: A log is maintained on all federal and state discrimination complaints filed against the CDA. There have been a few over the last 15 years.*

#### 3. What is the HUD website address?

*CDA Response: [www.HUD.gov](http://www.HUD.gov).*

## Section 8 Administrative Plan – Involuntarily Displaced Preference

### **1. What alternative housing would be available to Public Housing residents?**

*CDA Response: If tenants were displaced from a CDA Public Housing building, destroyed by a federally declared disaster, the tenants may be able to apply for a Section 8 voucher and move to the top of the Section 8 wait list through the implementation of the new Involuntarily Displaced preference.*

### **2. What happens if there is no available housing in Madison for the displaced Public Housing resident?**

*CDA Response: The voucher has portability (mobility) and may be used in other jurisdictions where another Housing Authority is administering a Section 8 program.*

### **3. What waiting lists are open now and how can people apply during the pandemic?**

*CDA Response: The CDA is currently accepting qualified applications for its Public Housing program, Parkside Apartments, and Karabis Apartments. People can apply on-line through the CDA's website at: [www.cityofmadison.com/housing](http://www.cityofmadison.com/housing).*

*The CDA is also accepting applications for people who are involuntarily displaced, due to a federally declared natural disaster and through a referral process. Occasionally, the CDA will receive separate funding from HUD to provide Section 8 vouchers to targeted populations. Currently, the CDA is providing Emergency Housing Vouchers to homeless or formerly homeless people participating in case management and referred to the CDA from other agency partners.*



## 2022 PHA and Capital Fund Program Plans

### Public Comment

1. Regarding Annual Statement/Performance and Evaluation Report, WI39P00350118, I am pleased to recognize that 302 Tenney Park has been the recipient of Parking Lot Project called Parking Lot Improvements, and Dumpsters and Enclosures.

*CDA Response: This project was completed and closed out in December of 2019. This project included the removal and replacement of the severely dilapidated parking lots to include new trash dumpster stalls with concrete pads.*

2. Regarding the Capital Fund Program – Five-Year Action Plan – Work Statement for Year 1ID0325 AMP 200 Gutter Replacements (Dwelling Unit-Exterior (1480)-Gutters – Downspouts) and ID0317 Tenney Park Apartments Balcony Replacements (Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc. The gutters at Tenney Park Apartments are currently creating a critical safety hazard. For several winters now, residents remind one other of the very large icicles that hang directly above the entrance and exit of the building. Throughout the winter when heat leaks from the attic area, the under layer of snow starts to melt and then refreezes. By the middle of the winter those drips become quite perilous-looking icicles and are a threat overhead. If a single gallon of rainwater can weigh as heavy as eight pounds, then the backed up gutters could be holding thousands of pounds of water and ice. For the first time, this past spring, word got to maintenance and attempts were made to try and knock them down. Earlier and subsequent attempts to bring gutter problems to the attention of CDA staff have been ignored. As a result of the gutter problems, for several years now, water diverts from the gutters onto the patio floor and even as far back as the patio door. There is a direct correlation between the condition of the balconies and railings and the gutters. The railings are buckling, the patio floor is rotting with pieces breaking and falling to the ground, and the patio door frame has rotted and is crumbling. However repairs to the balconies and railings are not scheduled until 2023. In addition, the gutter on the balcony apartment on Gorham, adjacent to the building where I live, is severely damaged and is now hanging as a result of the heavy icicles. Currently, there are large weeds growing from the gutter.

*CDA Response: The CDA is in the process of contracting a company to replace all gutters and down spouts. We will be replacing with larger gutters as well as adding a protective cover over the gutter to prevent them from becoming clogged in the future. The gutter replacement will take place this year. As for the balconies we have contracted an engineering firm who has designed plans for new balconies. The balconies will continued to be repaired as needed for the remainder of this year and are slated to be replace in early 2022.*



3. **Regarding Annual PHA Plan – CDA Substantial Deviation Criteria – Significant Amendment or Modification.** This comment pertains to sentence number one which describes CDA’s Annual Plan and other documents required by HUD as “valuable tools in explaining to the public and to CDA Staff the CDA’s policies and procedures.” These tools are also important to families and residents served by CDA and their inclusion in the wording would produce a more inclusive statement.

*CDA Response: The CDA has inserted this recommendation into the 2022 PHA Plan to clarify that the public includes individuals and families served by the CDA.*

4. **Regarding Annual PHA Plan – Operation and Management, Public Housing Admissions and Continued Occupancy Policies (ACOP).** This comment relates to language used in the final sentence of the same paragraph which reads, “*A significant amendment or substantial deviation does not include any changes in HUD rules and regulations, which require or prohibit changes to activities listed herein; and a significant amendment or substantial deviation would be a change which was completely contradictory to existing policies and had a potentially substantial impact on a significant number of program participants and or applicants.*” My comments regarding the aforementioned sentence are as follows: For the past seven years during the annual recertification I have been submitting documentation for medical expense deductions in accordance with the HUD policies for expense deductions: 24 CFR§ 5.611 which lists as a *mandatory* deduction “unreimbursed medical expenses of any elderly family or disabled family” and HUD policy 24 CFR§ 5.603, where medical expenses are defined as any expenses “*anticipated* during the period for which annual income is computed, and that are not covered by insurance,” a direct reference to HUD’s use of an accrual accounting system. However, during the past two Annual Recertifications CDA staff have been forced to try and interpret what amounts to *highly complex* rules and regulations of not one but two federal agencies: the Internal Revenue Service and the U.S. Department of Housing and Development, as well as certain aspects of CDA policy itself. Consequently, despite email requests to staff, as of this writing, I still have not received the “Notice of Rent Adjustment” as stipulated in Section 9.D of the CDA Rental Agreement, which is quite a significant omission. In addition, no explanation has yet been offered for the manual adjustments to monthly invoices I have been receiving for the past seven months which directly relate to this year’s annual recertification. While it has been brought to my attention that a critical administrative position has only recently been filled, as a resident of CDA public housing, I find my attempts to bring these issues to the attention of CDA administration, even going so far as to solicit instruction, advice and assistance from my district alder, an elected representative, have all been in vein.

*CDA Response: 24 CFR 5.603 provides the definition of the term “Medical Expenses,” which is defined as medical expenses, including medical insurance premiums, that are anticipated during the period for which annual income is computed, and that are not covered by insurance. 24 CFR 5.611 provides the regulation for Mandatory Deductions (e.g. \$400 for any elderly family or disabled family). Verification guidance provided by the U.S. Department of Housing and Urban Development (HUD) suggests that Public Housing Authorities refer to Internal Revenue Service Publication 502 for definitions and examples of allowable medical expenses (e.g. Acupuncture, crutches, surgery, prescription medicines, etc.). Together, HUD regulations, HUD guidance and IRS rules provide the framework for who can receive mandatory deductions, when a family is eligible for medical and disability assistance expenses, what medical expenses are allowed to be considered by the housing authority, how the housing authority is to verify mandatory deductions and unreimbursed medical expenses, and the allowable disability assistance expense deduction. The CDA will look into this specific case regarding applicable Notice of Rent Adjustment and adjusted invoices.*

5. **Regarding Annual PHA Plan – Operation and Management, Public Housing Admissions and Continued Occupancy Policies (ACOP): Video conferencing platforms.** My final comment has to do with the introduction of video conferencing platforms. My initial experience with Zoom technology occurred a few months ago when I was asked by a City of Madison department head to have what I was led to believe was a one-on-one meeting to provide my input on a topic of concern to the department. It was my first Zoom meeting, and upon exiting the application I observed what I would later discover, were several individuals exiting the meeting. Unbeknown to me at the time, the host had invited several individuals to observe our meeting. Consequently, I would like to know if there are transparency and accountability rules in place to protect residents against flaws similar to what I experienced.

*CDA Response: In general, meetings such as new participant briefings, certification and recertification meetings, and hearings are optional as a virtual setting for CDA clients. Only during a declared health emergency, would virtual or phone meetings be implemented without the option for in-person meetings. When using virtual platforms provided by the City of Madison Information Technology Department, only invitees may enter a virtual meeting either by the internet or by phone, and CDA staff identify themselves through the name identifier showing on the screen. The virtual software platform does not provide the technical capabilities to allow others to enter or watch without being identified. The CDA is subject to the Privacy Act, where other City Departments might not be subject.*

# Community Development Authority

## GRIEVANCE PROCEDURES FOR PUBLIC HOUSING RESIDENTS

### REQUIREMENTS [24 CFR 966.52]

The CDA grievance procedure will be incorporated by reference in the tenant lease.

Residents and resident organizations will have 30 calendar days from the date they are notified by the CDA of any proposed changes in the CDA grievance procedure, to submit written comments to the CDA.

### DEFINITIONS [24 CFR 966.53; 24 CFR 966.51(a)(2)(i)]

There are several terms used by HUD with regard to public housing authority (PHA) grievance procedures, which take on specific meanings different from their common usage:

- **Grievance** – any dispute which a tenant may have with respect to PHA action or failure to act in accordance with the individual tenant’s lease or PHA regulations which adversely affect the individual tenant’s rights, duties, welfare or status
- **Complainant** – any tenant whose grievance is presented to the PHA or at the project management office
- **Due Process Determination** – a determination by HUD that law of the jurisdiction requires that the tenant must be given the opportunity for a hearing in court which provides the basic elements of due process before eviction from the dwelling unit
- **Elements of Due Process** – an eviction action or a termination of tenancy in a state or local court in which the following procedural safeguards are required:
  - Adequate notice to the tenant of the grounds for terminating the tenancy and for eviction
  - Right of the tenant to be represented by counsel
  - Opportunity for the tenant to refute the evidence presented by the PHA including the right to confront and cross-examine witnesses and to present any affirmative legal or equitable defense which the tenant may have
  - A decision on the merits
- **Hearing Officer** – an impartial person selected by the PHA, other than the person who made or approved the decision under review, or a subordinate of that person. The individual or individuals do not need legal training.
- **Tenant** – the adult person (or persons) (other than a live-in aide)
  - Who resides in the unit, and who executed the lease with the PHA as lessee of the dwelling unit, or, if no such person now resides in the unit,
  - Who resides in the unit, and who is the remaining head of household of the tenant family residing in the dwelling unit
- **Resident Organization** – includes a resident management corporation

## **APPLICABILITY [24 CFR 966.51]**

The grievance procedure is applicable only to individual tenant issues relating to the PHA. It is not applicable to disputes between tenants not involving the PHA. Class grievances are not subject to the grievance procedure and the grievance procedure is not to be used as a forum for initiating or negotiating policy changes of the PHA.

The CDA is located in a due process state. Therefore, the CDA will exclude from its grievance procedure any grievance concerning a termination of tenancy or eviction that involves:

- Any criminal activity that threatens the health, safety or right to peaceful enjoyment of the premises of other residents or employees of the PHA
- Any violent or drug-related criminal activity on or off such premises
- Any criminal activity that resulted in felony conviction of a household member

## **INFORMAL SETTLEMENT OF GRIEVANCE [24 CFR 966.54]**

The CDA will accept requests for an informal settlement of a grievance either orally or in writing, to the CDA office, by the close of the business day, no later than 10 business days from the date of the grievable event.

Grievances related to complaints about operational matters that the CDA's Central Office receives will be referred to the property manager responsible for management of the development in which the tenant resides. The CDA will refer grievances involving complaints related to discrimination, harassment, or disability rights to the CDA Housing Operations Director (or his/her designee).

Upon receiving a timely request for an informal settlement of a grievance, the CDA will schedule and hold the meeting, by the close of the business day, no later than 10 business days from the date on which the tenant requested an informal settlement.

The informal settlement may be conducted remotely as required by the CDA, or may be permitted to be conducted remotely upon request of the tenant.

If a tenant fails to attend the scheduled **informal settlement** meeting, the CDA will reschedule the **appointment meeting** only if the tenant provides written proof of a verifiable medical emergency

The CDA will prepare a summary of the informal settlement; one copy will be given to the tenant and one copy will be retained in the CDA's tenant file.

## **PROCEDURES TO OBTAIN A HEARING**

### **Requests for Hearing and Failure to Request**

The tenant must submit a written request for a grievance hearing to the CDA within 5 business days of the tenant's receipt of the summary of the informal settlement.

If the tenant does not request a hearing, the CDA's disposition of the grievance under the informal settlement process will become final. However, failure to request a hearing does not constitute a waiver by the tenant of the right to contest the CDA's action in disposing of the complaint in an appropriate judicial proceeding.

### **Scheduling of Hearings [24 CFR 966.55(f)]**

Upon receiving a timely request for a grievance hearing, The CDA will schedule and send written notice of the hearing to the tenant.

The CDA will schedule and hold the grievance hearing, by the close of the business day, no later than 10 business days from the date of the tenant's request for a grievance hearing.

If the grievance hearing will be conducted remotely, the CDA will inform the tenant in the notice of hearing of the following items:

- The processes involved in a remote grievance hearing;
- That the CDA will provide technical assistance prior to and during the grievance hearing if needed. The technical assistance that may be provided by the CDA is in the form of outlining the necessary procedures for access to the telephone conferencing call-in or a video conferencing platform; and
- That if the tenant or any individual witness has any technological, resource, or accessibility barriers preventing them from fully accessing the remote grievance hearing, the tenant may inform the CDA and the CDA will allow the tenant to participate in an in-person grievance hearing, as it deems reasonable and appropriate given the totality of circumstances.

If the tenant fails to attend the grievance hearing, the CDA will reschedule the hearing only if the tenant provides written proof of a verifiable medical emergency.

### **SELECTION OF HEARING OFFICER [24 CFR 966.55(b)]**

CDA grievance hearings shall be conducted by a single, CDA appointed hearing officer who is neither the person who made or approved the decision nor a subordinate of that person.

If a designated staff member (such as the program manager) was involved in the decision, or is a subordinate of such person, an alternate hearing officer will be selected.

The CDA may select designated staff members who were not involved in the decision under appeal in certain circumstances, such as appeals involving discrimination claims or denials of requests for reasonable accommodations.

The CDA will appoint hearing officers who are persons with experience in conflict resolution, property management, administrative hearings, and/or knowledgeable about the Public Housing program.

The method of designating staff and appointing hearing officers will be presented to the CDA's Resident Advisory Board.

### **REMOTE HEARINGS**

The CDA will conduct remote hearings in accordance with due process requirements and in compliance with HUD regulations.

The CDA has the sole discretion to require or permit hearings to be conducted remotely in case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster.

In addition, the CDA will conduct a hearing remotely upon the tenant's request as a reasonable accommodation for a person with a disability, if a tenant does not have childcare or transportation that would enable them to attend the hearing, or if the tenant believes an in-person hearing would create an undue health risk. The CDA will consider other reasonable requests for a remote hearing on a case-by-case basis.

## Discovery of Documents Before the Remote Hearing

If the hearing will be conducted remotely, the CDA will compile a hearing packet, consisting of all documents the CDA intends to produce at the hearing. The CDA will mail copies of the hearing packet to the hearing officer at least three (3) days before the scheduled remote hearing. The original hearing packet will be in the possession of the CDA representative and retained by the CDA.

If the hearing is to be conducted remotely, the CDA will require the ~~resident~~ tenant to provide any documents directly relevant to the hearing at least 24 hours before the scheduled hearing **through the mail or via email. If the CDA Site Office is open to the public, documents may be provided in person to the Site Office.** The CDA will scan and email copies of these documents to the hearing officer and the CDA representative the same day they are received.

Documents will be shared electronically whenever possible.

The rights of the tenant and the tenant's representatives to review CDA documents directly relevant to the hearing prior to the hearing are outlined below in **"PROCEDURES GOVERNING THE HEARING."**

## Conducting Hearings Remotely

In conducting any hearing remotely, the CDA shall ensure due process. The CDA will conduct remote hearings via telephone conferencing call-in or via **a video conferencing platform when available.** If the hearing will be conducted via **a video conferencing platform,** the CDA will ensure that all tenants, tenant's representatives, advocates, witnesses, CDA representatives, and the hearing officer can adequately access the platform (i.e., hear, be heard, see, and be seen) by providing technical assistance to that extent, if needed, before the hearing. The technical assistance that may be provided by the CDA is in the form of outlining the necessary procedures for access to the telephone conferencing call-in or **a video conferencing platform.**

If any tenant, tenant representative, advocate, witness, CDA representative, or the hearing officer is unable to effectively utilize the videoconferencing platform, the hearing will be conducted by telephone conferencing call-in. Witnesses may testify by telephone call-in.

Whether the CDA is to conduct the hearing via videoconferencing or telephone call-in, the CDA will provide all parties login information and/or telephone call-in information before the hearing.

## PROCEDURES GOVERNING THE HEARING [24 CFR 966.56]

### Rights of Complainant [24 CFR 966.56(b)]

The complainant will be afforded a fair hearing. This includes:

- The opportunity to examine before the grievance hearing any PHA documents, including records and regulations that are directly relevant to the hearing. The tenant will be allowed a copy of any documents related to the hearing at a charge equal to the current rate published under local general ordinance, MGO 3.70. The family must request discovery of CDA documents no later than 12:00 ~~noon~~ **p.m.** on the business day prior to the hearing.
- The right to be represented by counsel or other person chosen as the tenant's representative and to have such person make statements on the tenant's behalf. Hearings may be attended by the following applicable persons:
  - A CDA representative(s) and any witnesses for the CDA
  - The tenant and any witnesses for the tenant
  - The tenant's counsel or other representative
- The right to a private hearing unless the complainant requests a public hearing.

- The right to present evidence and arguments in support of the tenant's complaint, to controvert evidence relied on by the PHA or project management, and to confront and cross-examine all witnesses upon whose testimony or information the PHA or project management relies.
- A decision based solely and exclusively upon the facts presented at the hearing.

#### **Decision without Hearing [24 CFR 966.56(c)]**

The hearing officer may render a decision without proceeding with the hearing if the hearing officer determines that the issue has been previously decided in another proceeding.

#### **Failure to Appear [24 CFR 966.56(d)]**

If the tenant does not appear at the scheduled time of the hearing, the hearing officer will wait up to 15 minutes. If the tenant appears within 15 minutes of the scheduled time, the hearing will be held. If the tenant does not arrive within 15 minutes of the scheduled time, they will be considered to have failed to appear.

If the tenant fails to appear and was unable to reschedule the hearing in advance, the tenant must contact the CDA within 24 hours of the scheduled hearing date, excluding weekends and holidays. The CDA will reschedule the hearing only if the tenant provides written proof of a verifiable medical emergency.

#### **General Procedures [24 CFR 966.56(e), (f), and (g)]**

Any evidence to be considered by the hearing officer must be presented at the time of the hearing. There are four categories of evidence.

**Oral evidence:** the testimony of witnesses

**Documentary evidence:** a writing which is relevant to the case, for example, a letter written to the CDA. Writings include all forms of recorded communication or representation, including letters, emails, words, pictures, sounds, videotapes or symbols or combinations thereof.

**Demonstrative evidence:** Evidence created specifically for the hearing and presented as an illustrative aid to assist the hearing officer, such as a model, a chart or other diagram.

**Real evidence:** A tangible item relating directly to the case.

*Hearsay Evidence* is evidence ~~of a statement that was made other than by a witness while testifying at the hearing and that is offered to prove the truth of the matter. Even though evidence, including hearsay, is generally admissible, hearsay evidence alone cannot be used as the sole basis for the hearing officer's decision.~~ based not on a witness' personal knowledge. Specifically, it is a statement, other than one made by a witness testifying at a hearing, that is offered to prove the truth of the matter asserted. In and of itself, hearsay evidence carries no weight when making a finding of fact. The hearing officer may include hearsay evidence when considering their decision if it is corroborated by other evidence. Even though hearsay evidence is generally admissible in a hearing, the hearing officer will not base a hearing decision on hearsay alone unless there is clear probative value and credibility of the evidence, and the party seeking the change has met the burden of proof.

If the CDA fails to comply with the discovery requirements (providing the tenant with the opportunity to examine CDA documents prior to the grievance hearing), the hearing officer will refuse to admit such evidence.

Other than the failure of the CDA to comply with discovery requirements, the hearing officer has the authority to overrule any objections to evidence.

If the complainant would like the CDA to record the proceedings by audiotape, the request must be made to the CDA by 12:00 ~~noon~~ p.m. on the business day prior to the hearing.

The CDA will consider ~~that~~ an audio tape recording of the proceedings ~~is as~~ a transcript.

### **Accommodations of Persons with Disabilities [24 CFR 966.56(h)]**

The PHA must provide reasonable accommodation for persons with disabilities to participate in the hearing. Reasonable accommodation may include qualified sign language interpreters, readers, accessible locations, or attendants. If the tenant is visually impaired, any notice to the tenant which is required in the grievance process must be in an accessible format.

### **Limited English Proficiency (24 CFR 966.56(g))**

The PHA must comply with HUD's LEP Final Rule in providing language services throughout the grievance process.

### **DECISION OF THE HEARING OFFICER [24 CFR 966.57]**

In rendering a decision, the hearing officer will consider the following matters:

**PHA Notice to the Family:** The hearing officer will determine if the reasons for the CDA's decision are factually stated in the notice.

**Discovery:** The hearing officer will determine if the family was given the opportunity to examine any relevant documents in accordance with CDA policy.

**PHA Evidence to Support the PHA Decision:** The evidence consists of the facts presented. Evidence is not ~~conclusion~~ **conclusive** and it is not argument. The hearing officer will evaluate the facts to determine if they support the CDA's conclusion.

**Validity of Grounds for Termination of Tenancy (when applicable):** The hearing officer will determine if the termination of tenancy is for one of the grounds specified in the HUD regulations and CDA policies. If the grounds for termination are not specified in the regulations or in compliance with CDA policies, then the decision of the CDA will be overturned.

The hearing officer will issue a written decision to the family and the CDA no later than, by the close of the business day, 10 business days after the date of the hearing. The report will contain the following information:

#### **Hearing information:**

Name of the complainant

Date, time and place of the hearing

Name of the hearing officer

Name of the CDA representative(s)

Name of family representative (if any)

Names of witnesses (if any)

**Background:** A brief, impartial statement of the reason for the hearing and the date(s) on which the informal settlement was held, who held it, and a summary of the results of the informal settlement. Also includes the date the complainant requested the grievance hearing.

**Summary of the Evidence:** The hearing officer will summarize the testimony of each witness and identify any documents that a witness produced in support of his/her testimony and that are admitted into evidence.



**Findings of Fact:** The hearing officer will include all findings of fact, based on a preponderance of the evidence. *Preponderance of the evidence* is defined as evidence which is of greater weight or more convincing than the evidence which is offered in opposition to it; that is, evidence which as a whole shows that the fact sought to be proved is more probable than not. Preponderance of the evidence may not be determined by the number of witnesses, but by the greater weight of all evidence.

**Conclusions:** The hearing officer will render a conclusion derived from the facts that were found to be true by a preponderance of the evidence. The conclusion will result in a determination of whether these facts uphold the CDA's decision.

**Order:** The hearing report will include a statement of whether the CDA's decision is upheld or overturned. If it is overturned, the hearing officer will instruct the CDA to change the decision in accordance with the hearing officer's determination. In the case of termination of tenancy, the hearing officer will instruct the CDA to restore the family's status.

### **Procedures for Further Hearing**

The hearing officer may ask the family for additional information and/or might adjourn the hearing in order to reconvene at a later date, before reaching a decision. If the family misses an appointment or deadline ordered by the hearing officer, the action of the CDA will take effect and another hearing will not be granted.

### **Final Decision [24 CFR 966.57(b)]**

The CDA Board of Commissioners designates the CDA Executive Director to countermand the decision of a hearing officer when the CDA considers the decision of the hearing officer to be invalid due to the reasons stated above.

## **Chapter 19**

### **SPECIAL PURPOSE VOUCHERS**

#### **INTRODUCTION**

Special purpose vouchers are specifically funded by Congress in separate appropriations from regular HCV program funding in order to target specific populations. Special purpose vouchers include vouchers for the following programs:

- Family Unification Program (FUP)
- Foster Youth to Independence (FYI) program
- Veterans Affairs Supportive Housing (VASH)
- Mainstream
- Non-Elderly Disabled (NED)

#### CDA Policy

The CDA will administer the following types of special purpose vouchers:

- Family Unification Program (FUP)
- Veterans Affairs Supportive Housing (VASH)
- Mainstream

This chapter describes HUD regulations and PHA policies for administering special purpose vouchers. The policies outlined in this chapter are organized into five sections, as follows:

#### Part I: Family Unification Program (FUP)

#### Part II: Foster Youth to Independence (FYI) program

#### Part III: Veterans Affairs Supportive Housing (VASH)

#### Part IV: Mainstream voucher program

#### Part V: Non-Elderly Disabled (NED) vouchers

Except as addressed by this chapter and as required under federal statute and HUD requirements, the general requirements of the HCV program apply to special purpose vouchers.

## **PART I: FAMILY UNIFICATION PROGRAM (FUP)**

### **19-I.A. PROGRAM OVERVIEW [Fact Sheet, Housing Choice Voucher Program Family Unification Program (FUP)]**

#### **Overview**

The Family Unification Program (FUP) was authorized by Congress in 1990 to help preserve and reunify families. PHAs that administer the program provide vouchers to two different populations—FUP families and FUP youth.

Families eligible for FUP are families for whom the lack of adequate housing is a primary factor in:

- The imminent placement of the family's child or children in out-of-home care; or
- The delay in the discharge of the child or children to the family from out-of-home care.

There is no time limitation on FUP family vouchers, and the family retains their voucher as long as they are HCV-eligible. There is no requirement for the provision of supportive services for FUP family vouchers.

Youth eligible for FUP are those who:

- Are at least 18 years old and not more than 24 years of age;
- Have left foster care or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act at age 16 and older; and
- Are homeless or at risk of becoming homeless.

FUP youth vouchers are limited by statute to 36 months of housing assistance. Supportive services must also be provided to FUP-eligible youth by the Public Child Welfare Agency (PCWA) or by another agency or organization under contract with the PCWA for at least 18 but up to 36 months.

PHAs that wish to administer FUP vouchers must apply to HUD by submitting an application under an active Notice of Funding Availability (NOFA). While the FUP program is administered in accordance with HCV regulations, the FUP NOFAs issued by HUD provide specific program information and requirements.

In order to administer the program, the PHA must also form a partnership with a local PCWA who is responsible for determining the family or youth meets FUP eligibility requirements and referring them to the PHA. Once the referral is received, the PHA is responsible for placing the FUP family or youth on the PHA's waiting list and determining whether they are eligible to receive assistance under the PHA's HCV program.

### **Assigning Vouchers [FUP FAQs]**

The PHA may, but is not required to, assign a specific number or percentage of FUP vouchers for FUP youths and FUP families. Unless the PHA assigns a specific number or percentage of FUP vouchers to a designated FUP population, the PHA must serve any referrals (youths or families) that meet all program eligibility requirements up to the PHA's designated FUP program size.

#### CDA Policy

The CDA has designated 100 FUP vouchers for youths or families. The CDA will serve all referrals that meet program eligibility requirements, up to the CDA's FUP voucher allocation.

### **19-I.B. PUBLIC CHILD WELFARE AGENCY (PCWA)**

Families and youth do not apply directly to the PHA for FUP vouchers. They are instead referred by a PCWA with whom the PHA has entered into a Memorandum of Understanding (MOU). The partnering PCWA initially determines whether the family or youth meets the FUP program eligibility requirements listed in 19-I.C. and 19-I.D. and then refers those families or youths to the PHA.

HUD strongly encourages PHAs and PCWAs to make decisions collaboratively on the administration of the program and to maintain open and continuous communication. The PCWA must have a system for identifying FUP-eligible youth within the agency's caseload and for reviewing referrals from a Continuum of Care (COC) if applicable.

#### CDA Policy

The CDA has entered into an MOU with the following partnering Public Child Welfare Agency (PCWA) organizations:

- Dane County Department of Human Services

## 19-I.C. FUP FAMILY VOUCHER ELIGIBILITY CRITERIA

FUP family assistance is reserved for eligible families that the PCWA has certified are a family for whom a lack of adequate housing is a primary factor in:

- The imminent placement of the family's child or children in out-of-home care, or
- The delay in the discharge of the child or children to the family from out-of-home care.

*Lack of adequate housing* means the family meets any one of the following conditions:

- Living in substandard housing, which refers to a unit that meets any one of the following conditions:
  - Does not have operable indoor plumbing
  - Does not have a usable flush toilet inside the unit for the exclusive use of a family or youth
  - Does not have a usable bathtub or shower inside the unit for the exclusive use of a family or youth
  - Does not have electricity, or has inadequate or unsafe electrical service
  - Does not have a safe or adequate source of heat
  - Should, but does not, have a kitchen
  - Has been declared unfit for habitation by an agency or unit of government, or in its present condition otherwise endangers the health, safety, or well-being of the family or youth
  - Has one or more critical defects, or a combination of intermediate defects in sufficient number or to the extent that it requires considerable repair or rebuilding. The defects may result from original construction, from continued neglect or lack of repair, or from serious damage to the structure
- Being homeless as defined in 24 CFR 578.3
- Living in a unit where the presence of a household member with certain characteristics (i.e., conviction for certain criminal activities) would result in the imminent placement of the family's child or children in out-of-home care, or the delay in the discharge of the child or children to the family from out-of-home care
- Living in housing not accessible to the family's disabled child or children due to the nature of the disability

- Living in an overcrowded unit, which is defined as living in a unit where one of the following conditions has been met:
  - The family is separated from its child or children and the parents are living in an otherwise standard housing unit, but, after the family is reunited, the parents' housing unit would be overcrowded for the entire family and would be considered substandard; or
  - The family is living with its child or children in a unit that is overcrowded for the entire family and this overcrowded condition may result, in addition to other factors, in the imminent placement of its child or children in out-of-home care.
  - For purposes of this definition, the determination as to whether the unit is overcrowded is made in accordance with the PHA subsidy standards in Chapter 5, Part III of this policy.

Since HUD does not define *imminent placement*, the partnering PCWA may use its discretion to determine whether the potential out of home placement of the family's child or children is imminent [FUP FAQs].

## 19-I.D. FUP YOUTH VOUCHER ELIGIBILITY CRITERIA

While FUP family vouchers operate as regular HCVs after the family is referred from the PCWA, there are several aspects of the FUP youth vouchers that make them distinct from the FUP family vouchers and from regular HCVs.

### Eligibility Criteria

An FUP-eligible youth is a youth the PCWA has certified:

- Is at least 18 years old and not more than 24 years of age (has not yet reached their 25<sup>th</sup> birthday);
  - The FUP youth must be no more than 24 years old at the time the PCWA certifies them as eligible and at the time of HAP contract execution.
- Has left foster care or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act;
  - Foster care placement can include, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes in accordance with 24 CFR 5.576.
- Is homeless or at risk of becoming homeless at age 16 or older;
  - *At risk of being homeless* is fully defined at 24 CFR 576.2.
    - o This includes a person that is exiting a publicly funded institution, or system of care (such as a healthcare facility, a mental health facility, foster care or other youth facility, or correction program or institution).
    - o Therefore, youth being discharged from an institution may be eligible for a FUP voucher [FUP FAQs].
- Has an annual income at or below 30 percent of area median income; and
- Does not have sufficient resources or support networks (e.g., family, friends, faith-based or other social networks) immediately available to prevent them from moving to a supervised publicly or privately operated shelter designed to provide temporary living arrangements.

### **Maximum Assistance Period**

Although there is no time limit on FUP family vouchers, FUP youth vouchers are limited by statute to 36 months of housing assistance. At the end of the statutory time period, assistance under the FUP youth voucher must be terminated. However, any period of time for which no subsidy (HAP) is being paid on behalf of the youth does not count toward the 36-month limitation.

For PHAs participating in the FUP Family Self Sufficiency (FSS) Demonstration, an exception to the 36-month limitation was granted. Participating PHAs must adopt a policy enabling an FUP youth voucher holder that agreed to sign an FSS Contract of Participation to remain on the program for the life of their contract [Notice PIH 2016-01].

#### CDA Policy

The CDA is not participating in the FUP FSS Demonstration. An eligible youth will be assisted for a period not to exceed 36 months.



## **Supportive Services**

The PCWA must provide supportive services for at least 18 months to all FUP-eligible youth regardless of their age. The MOU between the PHA and the PCWA should identify the period of time in which supportive services will be provided—from a minimum of 18 months up to the full 36-month program maximum.

### CDA Policy

The PCWA will provide supportive services for all FUP youth for a period of 36 months. Supportive services may be provided to FUP-eligible youth by the PCWA or by another agency or organization under agreement or contract with the PCWA, including the PHA. The organization providing the services and resources must be identified in the MOU. The following services must be offered:

- Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation; and access to health care (e.g., doctors, medication, and mental and behavioral health services);
- Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance or referrals for assistance on security deposits, utility hook-up fees, and utility deposits;
- Providing such assurances to owners of rental property as are reasonable and necessary to assist an FUP-eligible youth to rent a unit with an FUP voucher;
- Job preparation and attainment counseling (where to look/how to apply, dress, grooming, relationships with supervisory personnel, etc.); and
- Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); or attendance or financing of education at a technical school, trade school, or college, including successful work ethic and attitude models.

### CDA Policy

Additional supportive services will not be offered.

An FUP-eligible youth cannot be required to participate in these services as condition of receipt of the FUP voucher.

## **19-I.E. REFERRALS AND WAITING LIST MANAGEMENT**

### **Referrals**

The PCWA must establish and implement a system to identify FUP-eligible families and youths within the agency's caseload and make referrals to the PHA. The PCWA must certify that the FUP applicants they refer to the PHA meet FUP eligibility requirements. The PHA is not required to maintain full documentation that demonstrates the family's or youth's FUP eligibility as determined by the PCWA but should keep the referral or certification from the PCWA.

#### CDA Policy

As part of the MOU, the CDA and PCWA have identified staff positions to serve as lead FUP liaisons. These positions will be responsible for transmission and acceptance of FUP referrals. The PCWA must commit sufficient staff and resources to ensure eligible families and youths are identified and determined eligible in a timely manner.

When FUP vouchers are available, the CDA liaison responsible for acceptance of referrals will contact the PCWA FUP liaison via email indicating the number of vouchers available and requesting an appropriate number of referrals. No more than 10 business days from the date the PCWA receives this notification, the PCWA liaison will provide the CDA with the appropriate number eligible referrals to utilize the number of vouchers available. Each referral will contain the name, address, and contact phone number for each adult individual who is being referred; a completed release form for each adult family member; and a written certification for each referral indicating the youth or family is FUP-eligible; and contact information for the assigned PCWA Caseworker or Social Worker.

The CDA will maintain a copy of the referral from the PCWA in the participant's file along with other eligibility paperwork.

A PHA must serve any referrals (youths or families) that meet all program eligibility requirements. If a PHA determines that it has received a sufficient number of referrals from the PCWA so that the PHA will be able to lease all FUP vouchers awarded, the PHA may request that the PCWA suspend transmission of referrals. If the PHA determines that additional referrals will be needed after it has made such a request, the PHA may request that the PCWA resume transmission of referrals [Notice PIH 2011-52].

## **Waiting List Placement**

A family that is already participating in the regular HCV program cannot be transferred to an FUP voucher.

Once a referral is made, the PHA must compare the list of PCWA referrals to its HCV waiting list to determine if any applicants on the PCWA's referral list are already on the PHA's HCV waiting list. Applicants already on the PHA's HCV waiting list retain the order of their position on the list. Applicants not already on the PHA's HCV waiting list must be placed on the HCV waiting list.

If the PHA's HCV waiting list is closed, the PHA must open its HCV waiting list in order to accept new FUP applicants. If necessary, the PHA may open its waiting list solely for FUP applicants, but this information must be included in the PHA's notice of opening its waiting list (see section 4-II.C., Opening and Closing the Waiting List of this administrative plan).

### **CDA Policy**

Upon receiving the expected referral from the PCWA, the CDA will promptly issue a full-application to the Caseworker/Social Worker for completion by the referred family. The CDA will request a completed application be returned within 10 business days. Extensions will be provided if the applicant or Caseworker/Social Worker is delayed due to circumstances beyond their control.

Upon receipt of a completed full-application:

Referrals who are already on the Section 8 HCV wait list will be awarded a FUP priority preference.

For those referrals not already on the waiting list, the CDA will place the referral on the HCV waiting list with the date and time of the completed full-application and award the applicant with the FUP priority preference.

See 4-III.C. for a description of CDA preferences and order of selection.

## **Waiting List Selection**

The PHA selects FUP-eligible families or youths based on the PHA's regular HCV waiting list selection policies in Chapter 4, including any preferences that may apply.

### **19-I.F. PHA HCV ELIGIBILITY DETERMINATION**

Once an FUP-eligible family or youth is selected from the HCV waiting list, the PHA must determine whether the family or youth meets HCV program eligibility requirements. Applicants must be eligible under both FUP family or youth eligibility requirements, as applicable, and HCV eligibility requirements as outlined in Chapter 3 of this policy.

The PCWA may, but is not obligated to, provide information to the PHA on the family's criminal history.

#### **CDA Policy**

Subject to privacy laws, the PCWA will provide any available information regarding the applicant's criminal history to the CDA.

The CDA will consider all information provided by the PCWA in making its eligibility determination in accordance with the CDA's policies in Chapter 3, Part III.

### **Additional FUP Eligibility Factors [FUP FAQs]**

For FUP family vouchers, the family must remain FUP-eligible thorough lease-up.

- If, after a family is referred by the PCWA but prior to issuing a family FUP voucher, the PHA discovers that the lack of adequate housing is no longer a primary factor for the family not reunifying, the FUP voucher may not be issued to the family.
- Similarly, if the FUP voucher has already been issued before the PHA discovers that the reunification will not happen, but the family has not yet leased up under the voucher, the PHA must not execute the HAP contract, as the family is no longer FUP-eligible.

FUP-eligible youth must be no more than 24 years old both at the time of PCWA certification and at the time of the HAP execution. If a FUP youth is 24 at the time of PCWA certification but will turn 25 before the HAP contract is executed, the youth is no longer eligible for a FUP youth voucher.

#### **CDA Policy**

Any applicant who does not meet the eligibility criteria for the HCV program listed in Chapter 3 or any eligibility criteria listed in this section will be notified by the CDA in writing following policies in Section 3-III.F., including stating the reasons the applicant was found ineligible and providing an opportunity for an informal review.

### **19.I.G. LEASE UP**

Once the PHA determines that the family or youth meets HCV eligibility requirements, the family or youth will be issued an FUP voucher in accordance with PHA policies.

#### CDA Policy

Eligible applicants will be notified by the CDA in writing following policies in Section 3-III.F. of this administrative plan. FUP families will attend a standard HCV briefing in accordance with CDA policies in Part I of Chapter 5 of this administrative plan. FUP youth will be briefed individually. The CDA will provide all aspects of the written and oral briefing as outlined in Part I of Chapter 5 but will also provide an explanation of the time limit on FUP youth vouchers, as well as discussing supportive services offered by the PCWA.

For both FUP youth and FUP families, vouchers will be issued in accordance with CDA policies in Chapter 5 Part II, except that the CDA will consider one additional 30-day extension beyond the first automatic extension for any reason, not just those listed in the policy in Section 5-II.E.

Once the family or youth locate a unit, the PHA conducts all other processes relating to voucher issuance and administration per HCV program regulations and the PHA's policies (including, but not limited to: HQS inspection, determination of rent reasonableness, etc.).

## **19-I.H. TERMINATION OF ASSISTANCE**

### **General Requirements**

With the exception of terminations of assistance for FUP youth after 36 months of housing assistance, terminations of FUP assistance are handled in the same way as the regular HCV program. Termination of an FUP voucher must be consistent with regulations for termination in 24 CFR Part 982, Subpart L and be in compliance with PHA policies (Chapter 12).

If the person who qualifies for the FUP voucher passes away, the family retains the FUP voucher. In the case of an FUP-youth voucher, assistance will terminate after 36 months, even if the FUP-eligible youth is no longer included in the household.

If the person who qualifies for the FUP voucher moves, the remaining family members may keep the FUP voucher based on PHA policy (see administrative plan, Section 3-I.C., Family Breakup and Remaining Member of Tenant Family).

### **FUP Family Vouchers**

If parents lose their parental rights or are separated from their children after voucher lease-up (or their children reach adulthood), the family is still eligible to keep their FUP assistance, as the regulations do not permit HCV termination for a family losing parental rights or the children reaching adulthood. However, the PHA may transfer the assistance of a FUP family voucher holder to regular HCV assistance if there are no longer children in the household.

#### CDA Policy

The CDA will transfer the assistance of a FUP family voucher holder to regular HCV assistance if there are no longer children in the household and there is no prospect of any minor child being returned to the household.

If the CDA has no regular HCV vouchers available at the time this determination is made, including if no vouchers are available due to lack of funding, the CDA will issue the family the next available regular HCV voucher after those being issued to families residing in PBV units claiming Choice Mobility.

## **FUP Youth Vouchers**

A PHA cannot terminate a FUP youth's assistance for noncompliance with PCWA case management, nor may the PHA terminate assistance for an FUP youth for not accepting services from the PCWA.

The PHA may not transfer the assistance of an FUP youth voucher holder to regular HCV assistance upon the expiration of the 36-month limit on assistance. However, the PHA may issue a regular HCV to FUP youth if they were selected from the waiting list in accordance with PHA policies and may also adopt a preference for FUP youth voucher holders who are being terminated for this reason.

### CDA Policy

The CDA will not provide a selection preference on the CDA's HCV waiting list for FUP youth who are terminated due to the 36-month limit on assistance.

Upon the expiration of the 36-month limit on assistance, an FUP youth voucher holder who has children and who lacks adequate housing may qualify for an FUP family voucher provided they are referred by the PCWA as an eligible family and meet the eligibility requirements for the PHA's HCV program.

### **9-I.I. FUP PORTABILITY**

Portability for a FUP family or youth is handled in the same way as for a regular HCV family. A PHA may not restrict or deny portability for an FUP family or youth for reasons other than those specified in the HCV program regulations, as reflected in Chapter 10 of the administrative plan.

An FUP family or youth does not have to port to a jurisdiction that administers FUP.

If the receiving PHA administers the FUP voucher on behalf of the initial PHA, the voucher is still considered an FUP voucher regardless of whether the receiving PHA has a FUP program.

If the receiving PHA absorbs the voucher, the receiving PHA may absorb the incoming port into its FUP program (if it has one) or into its regular HCV program (if the receiving PHA has vouchers available to do so) and the family or youth become regular HCV participants. In either case, when the receiving PHA absorbs the voucher, an FUP voucher becomes available to the initial PHA.

#### **Considerations for FUP Youth Vouchers**

If the voucher is an FUP youth voucher and remains such upon lease-up in the receiving PHA's jurisdiction, termination of assistance must still take place once the youth has received 36 months of assistance. Any time period during which no subsidy was paid on behalf of the youth does not count under the 36-month limitation. If the receiving PHA is administering the FUP youth voucher on behalf of the initial PHA, the two PHAs must work together to initiate termination upon expiration of the 36-month limit.



### **19-I.J. PROJECT-BASING FUP VOUCHERS [Notice PIH 2017-21]**

The PHA may project-base FUP vouchers without HUD approval in accordance with Notice PIH 2017-21 and all statutory and regulatory requirements for the PBV program. Project-based FUP vouchers are subject to the PBV program percentage limitation discussed in Section 17-I.A.

The PHA may limit PBVs to one category of FUP-eligible participants (families or youth) or a combination of the two.

#### CDA Policy

The CDA will not project-base FUP vouchers. All FUP vouchers will be used to provide tenant-based assistance.

## **PART II: FOSTER YOUTH TO INDEPENDENCE INITIATIVE**

### **19-II.A. PROGRAM OVERVIEW [Notice PIH 2020-28]**

The Foster Youth to Independence (FYI) initiative was announced in 2019. The FYI initiative allows PHAs who partner with a Public Child Welfare Agency (PCWA) to request targeted HCVs to serve eligible youth with a history of child welfare involvement that are homeless or at risk of being homeless. Rental assistance and supportive services are provided to qualified youth for a period of up to 36 months.

The program was initially only available to PHAs that did not administer FUP vouchers but has since been expanded to all PHAs with an HCV Annual Contributions Contract (ACC). Funding is available either competitively through an FYI NOFA or noncompetitively on a rolling basis in accordance with the application requirements outlined in Notice PIH 2020-28. Under the noncompetitive process, PHAs are limited to 25 vouchers in a fiscal year with the ability to request an additional 25 vouchers for those PHAs with 90 percent or greater utilization of these vouchers. For competitive awards, the number of vouchers is dependent on PHA program size and need.

#### CDA Policy

The CDA is not participating in the Foster Youth to Independence (FYI) Initiative program.

### **19-II.B. PARTNERING AGENCIES [Notice PIH 2020-28; FYI Updates and Partnering Opportunities Webinar]**

#### **Public Child Welfare Agency (PCWA)**

The PHA must enter into a partnership agreement with a PCWA in the PHA's jurisdiction in the form of a Memorandum of Understanding (MOU) or letter of intent. The PCWA is responsible for identifying and referring eligible youth to the PHA and providing or securing a commitment for the provision of supportive services once youth are admitted to the program.

The PCWA is responsible for:

- Identifying FYI-eligible youth;
- Developing a system of prioritization based on the level of need of the youth and the appropriateness of intervention;
- Providing a written certification to the PHA that the youth is eligible; and
- Providing or securing supportive services for 36 months.

#### **Continuum of Care (CoC) and Other Partners**

HUD strongly encourages PHAs to add other partners into the partnership agreement with the PCWA such as state, local, philanthropic, faith-based organizations, and the CoC, or a CoC recipient it designates.

### **19-II.C. YOUTH ELIGIBILITY CRITERIA [Notice PIH 2020-28; FYI Q&As; FYI FAQs]**

The PCWA is responsible for certifying that the youth has prior qualifying foster care involvement. As determined by the PCWA, eligible youth:

- Are at least 18 years of age and not more than 24 years of age (have not yet reached their 25<sup>th</sup> birthday);
  - Youth must be no more than 24 years of age at the time the PCWA certifies them as eligible and at the time of HAP contract execution.
- Have left foster care or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act;
  - Placements can include, but are not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes in accordance with 24 CFR 5.576;
- Are homeless or at risk of becoming homeless at age 16 and older;
  - *At risk of being homeless* is fully defined at 24 CFR 576.2.
    - o This includes a person that is exiting a publicly funded institution, or system of care (such as a healthcare facility, a mental health facility, foster care or other youth facility, or correction program or institution). Therefore, youth being discharged from an institution may be eligible for an FUP voucher [FUP FAQs].

Eligibility is not limited to single persons. For example, pregnant and/or parenting youth are eligible to receive assistance assuming they otherwise meet eligibility requirements.

#### **19-II.D. SUPPORTIVE SERVICES [Notice PIH 2020-28; FYI Updates and Partnering Opportunities Webinar; FYI Q&As]**

Supportive services may be provided by the PHA, PCWA or a third party. The PCWA must provide or secure a commitment to provide supportive services for participating youth for a period of 36 months. At a minimum, the following supportive services must be offered:

- Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation, and access to health care (e.g., doctors, medication, and mental and behavioral health services);
- Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits;
- Providing such assurances to owners of rental property as are reasonable and necessary to assist eligible youth to rent a unit with a voucher;
- Job preparation and attainment counseling (where to look/how to apply, dress, grooming, relationships with supervisory personnel, etc.); and
- Educational and career advancement counseling regarding attainment of general equivalency diploma (GED) or attendance/financing of education at a technical school, trade school, or college, including successful work ethic and attitude models.

Since participation in supportive services is optional, but strongly encouraged, an FYI participant may decline supportive service.

## **19-II.E. REFERRALS AND WAITING LIST MANAGEMENT [Notice PIH 2020-28; FYI Updates and Partnering Opportunities Webinar FYI FAQs]**

### **Referrals**

The PCWA is responsible for certifying that the youth has prior qualifying foster care involvement. Once the PCWA sends the PHA the referral certifying the youth is program-eligible, the PHA determines HCV eligibility.

The PCWA must have a system for identifying eligible youth within the agency's caseload and reviewing referrals from other partners, as applicable. The PCWA must also have a system for prioritization of referrals to ensure that youth are prioritized for an FYI voucher based upon their level of need and appropriateness of the intervention.

Referrals may come from other organizations in the community who work with the population, but the PCWA must certify that the youth meets eligibility requirements, unless the PCWA has vested another organization with this authority.

The PHA is not required to maintain full documentation that demonstrates the youth's eligibility as determined by the PCWA but should keep the referral or certification from the PCWA. The PCWA is not required to provide the PHA with HCV eligibility documents.

### **Waiting List Placement [Notice PIH 2020-28 and FYI FAQs]**

The PHA must use the HCV waiting list for the FYI program. Youth already on the HCV program may not be transferred to an FYI voucher since they are not homeless or at-risk of homelessness.

Once a referral is made, the PHA must compare the list of PCWA referrals to its HCV waiting list to determine if any applicants on the PCWA's referral list are already on the PHA's HCV waiting list. Applicants already on the PHA's HCV waiting list retain the order of their position on the list. Applicants not already on the PHA's HCV waiting list must be placed on the HCV waiting list.

If the PHA's HCV waiting list is closed, the PHA must open its HCV waiting list in order to accept new referrals. If necessary, the PHA may open its waiting list solely for referrals, but this information must be included in the PHA's notice of opening its waiting list (see section 4-II.C., Opening and Closing the Waiting List of this administrative plan).

### **Waiting List Selection**

The PHA selects eligible youths based on the PHA's regular HCV waiting list selection policies in Chapter 4, including any preferences that may apply.

## **19-II.F. PHA HCV ELIGIBILITY DETERMINATION [FYI FAQs]**

Once an eligible youth is selected from the HCV waiting list, the PHA must determine whether the youth meets HCV program eligibility requirements. Applicants must be eligible under both FYI eligibility requirements and HCV eligibility requirements as outlined in Chapter 3 of this policy.

The PCWA may, but is not obligated to, provide information to the PHA on the youth's criminal history.

### **Additional Eligibility Factors**

Youth must be no more than 24 years old both at the time of PCWA certification and at the time of the HAP execution. If a youth is 24 at the time of PCWA certification but will turn 25 before the HAP contract is executed, the youth is no longer eligible for a FYI voucher.

### **19-II.G. LEASE UP**

Once the PHA determines that the family or youth meets HCV eligibility requirements, the youth will be issued an FYI voucher in accordance with PHA policies.

Once the youth locates a unit, the PHA conducts all other processes relating to voucher issuance and administration per HCV program regulations and the PHA policy in Chapter 9.

#### **Turnover [FYI FAQs]**

For PHAs awarded FYI Tenant Protection Vouchers (TPVs) under Notice PIH 2019-20 where the recipient of the FYI TPV leaves the program, the PHA may request an FYI voucher under the requirements of Notice PIH 2020-28.

For PHAs awarded FYI vouchers under Notice PIH 2020-28 where the recipient of the FYI voucher leaves the program, the PHA must continue to use the FYI voucher for eligible youth upon turnover. Where there are more eligible youth than available FYI turnover vouchers, the PHA may request an FYI voucher under the requirements of Notice PIH 2020-28.

### **19-II.H. MAXIMUM ASSISTANCE PERIOD [Notice PIH 2020-28 and FYI FAQs]**

Vouchers are limited by statute to a total of 36 months of housing assistance. At the end of the statutory time period, assistance must be terminated. However, any period of time for which no subsidy (HAP) is being paid on behalf of the youth does not count toward the 36-month limitation. It is not permissible to reissue another FYI TPV to the same youth upon expiration of their 36 months of FYI assistance.

Participants do not “age out” of the program. A participant may continue with the program until they have received 36 months of assistance. Age limits are only applied for entry into the program.

### **19-II.I. TERMINATION OF ASSISTANCE [FYI FAQs]**

Termination of a FYI voucher is handled in the same way as with any HCV; therefore, termination of a FYI voucher must be consistent with HCV regulations at 24 CFR Part 982, Subpart L and PHA policies in Chapter 12. Given the statutory time limit that requires FYI vouchers sunset after 36 months, a PHA must terminate the youth’s assistance once the 36-month limit on assistance has expired.

A PHA cannot terminate a FYI youth’s assistance for noncompliance with PCWA case management, nor may the PHA terminate assistance for a FYI youth for not accepting services from the PCWA.

The PHA may not transfer the assistance of FYI voucher holders to regular HCV assistance upon the expiration of the 36-month limit on assistance. However, the PHA may issue a regular HCV to FYI voucher holders if they were selected from the waiting list in accordance with PHA policies. The PHA may also adopt a waiting list preference for FYI voucher holders who are being terminated for this reason.

### **19-II.J. PORTABILITY [FYI FAQs]**

Portability for an FYI youth is handled in the same way as for a regular HCV family. A PHA may not restrict or deny portability for an FYI youth for reasons other than those specified in the HCV program regulations, as reflected in Chapter 10 of the administrative plan.

An FYI youth does not have to port to a jurisdiction that administers FYI vouchers.

If the receiving PHA absorbs the voucher, the PHA may absorb the youth into its regular HCV program if it has vouchers available to do so. If the receiving PHA absorbs the youth into its regular HCV program, that youth becomes a regular HCV participant with none of the limitations of an FYI voucher.

The initial and receiving PHA must work together to initiate termination of assistance upon expiration of the 36-month limit.

### **19-II.K. PROJECT-BASING FYI VOUCHERS [FYI FAQs]**

The PHA may project-base certain FYI vouchers without HUD approval in accordance with all applicable PBV regulations and PHA policies in Chapter 17. This includes FYI vouchers awarded under Notice PIH 2020-28. Assistance awarded under Notice PIH 2019-20 is prohibited from being project-based.

## **PART III: VETERANS AFFAIRS SUPPORTIVE HOUSING (VASH) PROGRAM**

### **19-III.A. OVERVIEW**

Since 2008, HCV program funding has provided rental assistance under a supportive housing program for homeless veterans. The Veterans Affairs Supportive Housing (VASH) program combines HCV rental assistance with case management and clinical services provided by the Department of Veterans Affairs (VA) at VA medical centers (VAMCs) and Community-Based Outpatient Clinics (CBOCs). Eligible families are homeless veterans and their families that agree to participate in VA case management and are referred to the VAMC's partner PHA for HCV assistance. The VAMC or CBOC's responsibilities include:

- Screening homeless veterans to determine whether they meet VASH program participation criteria;
- Referring homeless veterans to the PHA;
  - The term *homeless veteran* means a veteran who is homeless (as that term is defined in subsection (a) or (b) of Section 103 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11302)). See 38 U.S.C. 2002.
- Providing appropriate treatment and supportive services to potential VASH participants, if needed, prior to PHA issuance of a voucher;
- Providing housing search assistance to VASH participants;
- Identifying the social service and medical needs of VASH participants, and providing or ensuring the provision of regular ongoing case management, outpatient health services, hospitalization, and other supportive services as needed throughout the veterans' participation period; and
- Maintaining records and providing information for evaluation purposes, as required by HUD and the VA.

VASH vouchers are awarded noncompetitively based on geographic need and PHA administrative performance. Eligible PHAs must be located within the jurisdiction of a VAMC and in an area of high need based on data compiled by HUD and the VA. When Congress funds a new allocation of VASH vouchers, HUD invites eligible PHAs to apply for a specified number of vouchers.

Generally, the HUD-VASH program is administered in accordance with regular HCV program requirements. However, HUD is authorized to waive or specify alternative requirements to allow PHAs to effectively deliver and administer VASH assistance. Alternative requirements are established in the HUD-VASH Operating Requirements, which were originally published in the Federal Register on May 6, 2008, and updated March 23, 2012. Unless expressly waived by HUD, all regulatory requirements and HUD directives regarding the HCV program are applicable to VASH vouchers, including the use of all HUD-required contracts and other forms, and all civil rights and fair housing requirements. In addition, the PHA may request additional statutory or regulatory waivers that it determines are necessary for the effective delivery and administration of the program.

The VASH program is administered in accordance with applicable Fair Housing requirements since civil rights requirements cannot be waived under the program. These include applicable authorities under 24 CFR 5.105(a) and 24 CFR 982.53 including, but not limited to, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act, and the Age Discrimination Act and all PHA policies as outlined in Chapter 2 of this document.

When HUD-VASH recipients include veterans with disabilities or family members with disabilities, reasonable accommodation requirements in Part II of Chapter 2 of this policy apply.

### **19-III.B. REFERRALS [FR Notice 3/23/12 and HUD-VASH Qs and As]**

VAMC case managers will screen all families in accordance with VA screening criteria and refer eligible families to the PHA for determination of program eligibility and voucher issuance. The PHA has no role in determining or verifying the veteran's eligibility under VA screening criteria, including determining the veteran's homelessness status. The PHA must accept referrals from the partnering VAMC and must maintain written documentation of referrals in VASH tenant files. Upon turnover, VASH vouchers must be issued to eligible veteran families as identified by the VAMC.

#### CDA Policy

In order to expedite the screening process, the CDA will provide all forms and a list of documents required for the VASH application to the VAMC. Case managers will work with veterans to fill out the forms and compile all documents prior to meeting with the CDA and submitting an application. When feasible, the VAMC case manager should email or fax copies of all documents to the CDA prior to the meeting in order to allow the CDA time to review them and start a file for the veteran.

After the VAMC has given the CDA a complete referral, the CDA will promptly perform an eligibility screening of a VAMC referral.



### **19-III.C. HCV PROGRAM ELIGIBILITY [FR Notice 3/23/12]**

Eligible participants are homeless veterans and their families who agree to participate in case management from the VAMC.

- A *VASH Veteran* or *veteran family* refers to either a single veteran or a veteran with a household composed of two or more related persons. It also includes one or more eligible persons living with the veteran who are determined to be important to the veteran's care or well-being.
- A veteran for the purpose of VASH is a person whose length of service meets statutory requirements, and who served in the active military, naval, or air service, was discharged or released under conditions other than dishonorable, and is eligible for VA health care.

Under VASH, PHAs do not have authority to determine family eligibility in accordance with HCV program rules and PHA policies. The only reasons for denial of assistance by the PHA are failure to meet the income eligibility requirements and/or that a family member is subject to a lifetime registration requirement under a state sex offender registration program. Under portability, the receiving PHA must also comply with these VASH screening requirements.

#### **Social Security Numbers**

When verifying Social Security numbers (SSNs) for homeless veterans and their family members, an original document issued by a federal or state government agency, which contains the name and SSN of the individual along with other identifying information of the individual, is acceptable in accordance with Section 7-II.B. of this policy.

In the case of the homeless veteran, the PHA must accept the Certificate of Release or Discharge from Active Duty (DD-214) or the VA-verified Application for Health Benefits (10-10EZ) as verification of SSN and cannot require the veteran to provide a Social Security card. A VA-issued identification card may also be used to verify the SSN of a homeless veteran.

#### **Proof of Age**

The DD-214 or 10-10EZ must be accepted as proof of age in lieu of birth certificates or other PHA-required documentation as outlined in Section 7-II.C. of this policy. A VA-issued identification card may also be used to verify the age of a homeless veteran.

#### **Photo Identification**

A VA-issued identification card must be accepted in lieu of another type of government-issued photo identification.

## **Income Eligibility**

The PHA must determine income eligibility for VASH families in accordance with 24 CFR 982.201 and policies in Section 3-II.A. If the family is over-income based on the most recently published income limits for the family size, the family will be ineligible for HCV assistance.

While income-targeting does not apply to VASH vouchers, the PHA may include the admission of extremely low-income VASH families in its income targeting numbers for the fiscal year in which these families are admitted.

### CDA Policy

While income-targeting requirements will not be considered by the CDA when families are referred by the partnering VAMC, the CDA will include any extremely low-income VASH families that are admitted in its income targeting numbers for the fiscal year in which these families are admitted.

## **Screening**

The PHA may not screen any potentially eligible family members or deny assistance for any grounds permitted under 24 CFR 982.552 and 982.553 with one exception: the PHAs is still required to prohibit admission if any member of the household is subject to a lifetime registration requirement under a state sex offender registration program. Accordingly, with the exception of denial for registration as a lifetime sex offender under state law and PHA policies on how sex offender screenings will be conducted, PHA policy in Sections 3-III.B. through 3-III.E. do not apply to VASH. The prohibition against screening families for anything other than lifetime sex offender status applies to all family members, not just the veteran.

## **Denial of Assistance [Notice PIH 2008-37]**

Once a veteran is referred by the VAMC, the PHA must either issue a voucher or deny assistance. If the PHA denies assistance, it must provide the family with prompt notice of the decision and a brief statement of the reason for denial in accordance with Section 3-III.F. Like in the standard HCV program, the family must be provided with the opportunity for an informal review in accordance with policies in Section 3-III.F. In addition, a copy of the denial notice must be sent to the VAMC case manager.

## **19-III.D. CHANGES IN FAMILY COMPOSITION**

### **Adding Family Members [FR Notice 3/23/12]**

When adding a family member after the family has been admitted to the program, PHA policies in Section 3-II.B. apply. Other than the birth, adoption, or court-awarded custody of a child, the PHA must approve additional family members and will apply its regular screening criteria in doing so.

### **Remaining Family Members [HUD-VASH Qs and As]**

If the homeless veteran dies while the family is being assisted, the voucher would remain with the remaining members of the tenant family. The PHA may use one of its own regular vouchers, if available, to continue assisting this family and free up a VASH voucher for another VASH-eligible family. If a regular voucher is not available, the family would continue utilizing the VASH voucher. Once the VASH voucher turns over, however, it must go to a homeless veteran family.

### **Family Break Up [HUD-VASH Qs and As]**

In the case of divorce or separation, since the set-aside of VASH vouchers is for veterans, the voucher must remain with the veteran. This overrides the PHA's policies in Section 3-I.C. on how to determine who remains in the program if a family breaks up.

### **19-III.E. LEASING [FR Notice 3/23/12]**

#### **Waiting List**

The PHA does not have the authority to maintain a waiting list or apply local preferences for HUD–VASH vouchers. Policies in Chapter 4 relating to applicant selection from the waiting list, local preferences, special admissions, cross-listing, and opening and closing the waiting list do not apply to VASH vouchers.

#### **Voucher Issuance**

Unlike the standard HCV program which requires an initial voucher term of at least 60 days, VASH vouchers must have an initial search term of at least 120 days. PHA policies on extensions as outlined in Section 5-II.E. will apply.

##### CDA Policy

All VASH vouchers will have an initial term of 120 calendar days.

The family must submit a Request for Tenancy Approval and proposed lease within the 120-day period unless the CDA grants an extension.

The PHA must track issuance of HCVs for families referred by the VAMC or CBOC in PIC as required in Notice PIH 2011-53.

#### **Initial Lease Term**

Unlike in the standard the HCV program, VASH voucher holders may enter into an initial lease that is for less than 12 months. Accordingly, PHA policy in Section 9-I.E., Term of Assisted Tenancy, does not apply.

#### **Ineligible Housing [FR Notice 6/18/14]**

Unlike in the standard HCV program, VASH families are permitted to live on the grounds of a VA facility in units developed to house homeless veterans. Therefore, 24 CFR 982.352(a)(5) and 983.53(a)(2), which prohibit units on the physical grounds of a medical, mental, or similar public or private institution, do not apply to VASH for this purpose only. Accordingly, PHA policy in 9-I.D., Ineligible Units, does not apply for this purpose only.

## **HQS Pre-Inspections**

To expedite the leasing process, PHAs may pre-inspect available units that veterans may be interested in leasing in order to maintain a pool of eligible units. If a VASH family selects a unit that passed an HQS inspection (without intervening occupancy) within 45 days of the date of the Request for Tenancy Approval (Form HUD-52517), the unit may be approved if it meets all other conditions under 24 CFR 982.305. However, the veteran must be free to select his or her unit and cannot be steered to these units.

### CDA Policy

To expedite the leasing process, the CDA may pre-inspect available units that veterans may be interested in leasing to maintain a pool of eligible units. If a VASH family selects a unit that passed a HQS pre-inspection (without intervening occupancy) within 45 days of the date of the RTA, the unit may be approved provided that it meets all other conditions under 24 CFR 982.305. The veteran will be free to select his or her unit.

When a pre-inspected unit is not selected, the CDA will make every effort to fast-track the inspection process, including adjusting the normal inspection schedule for both initial and any required reinspections.

## **19-III.F. PORTABILITY [FR Notice 3/23/12 and Notice PIH 2011-53]**

### **General Requirements**

Portability policies under VASH depend on whether the family wants to move within or outside of the initial VA facility's catchment area (the area in which the VAMC or CBOC operates). In all cases, the initial VA facility must be consulted prior to the move and provide written confirmation that case management will continue to be provided in the family's new location. VASH participant families may only reside in jurisdictions that are accessible to case management services, as determined by case managers at the partnering VAMC or CBOC.

Under VASH, applicant families may move under portability even if the family did not have legal residency in the jurisdiction of the initial PHA when they applied. As a result, PHA policies in Section 10-II.B. about nonresident applicants do not apply.

If the family no longer requires case management, there are no portability restrictions. Normal portability rules apply.

### **Portability within the Initial VAMC's Catchment Area**

A VASH family can move within the VAMC's catchment area as long as case management can still be provided, as determined by the VA. If the initial PHA's partnering VAMC will still provide the case management services, the receiving PHA must process the move in accordance with portability procedures:

- If the receiving PHA has been awarded VASH vouchers, it can choose to either bill the initial PHA or absorb the family if it has a VASH voucher available to do so.
  - If the PHA absorbs the family, the VAMC or CBOC providing the initial case management must agree to the absorption and the transfer of case management.
- If the receiving PHA does not administer a VASH program, it must always bill the initial PHA.

### **Portability Outside of the Initial VAMC's Catchment Area**

If a family wants to move to another jurisdiction where it will not be possible for the initial PHA's partnering VAMC or CBOC to provide case management services, the initial VAMC must first confirm that the new VAMC has an available VASH case management slot and the new VAMC's partner PHA has an available VASH voucher.

After acceptance of the veteran by the new VAMC, the new VAMC will refer the veteran to its partner PHA. In these cases, the family must be absorbed by the receiving PHA either as a new admission or as a portability move-in, as applicable. Upon absorption, the initial PHA's VASH voucher will be available to lease to a new VASH-eligible family, and the absorbed family will count toward the number of VASH slots awarded to the receiving PHA.

### **19-III.G. TERMINATION OF ASSISTANCE [FR Notice 3/23/12]**

With the exception of terminations for failure to receive case management, HUD has not established any alternative requirements for termination of assistance for VASH participants. However, prior to terminating VASH participants, HUD strongly encourages PHAs to exercise their discretion under 24 CFR 982.552(c)(2) as outlined in Section 12-II.D. of this policy and consider all relevant circumstances of the specific case. This includes granting reasonable accommodations for persons with disabilities, as well as considering the role of the case manager and the impact that ongoing case management services can have on mitigating the conditions that led to the potential termination.

VASH participant families may not be terminated after admission for a circumstance or activities that occurred prior to admission and were known to the PHA but could not be considered at the time of admission due to VASH program requirements. The PHA may terminate the family's assistance only for program violations that occur after the family's admission to the program.

#### **Cessation of Case Management**

As a condition of receiving HCV rental assistance, a HUD-VASH-eligible family must receive case management services from the VAMC or CBOC. A VASH participant family's assistance must be terminated for failure to participate, without good cause, in case management as verified by the VAMC or CBOC.

However, a VAMC or CBOC determination that the participant family no longer requires case management is not grounds for termination of assistance and the family is still eligible for assistance under the HCV program. In such a case, at its option, the PHA may offer the family continued HCV assistance through one of its regular vouchers. If the PHA has no voucher to offer, the family will retain its VASH voucher until such time as the PHA has an available voucher for the family.

#### **VAWA [HUD VASH Qs and As and Notice PIH 2017-08]**

When a veteran's family member is receiving protection under VAWA because the veteran is the perpetrator of domestic violence, dating violence, sexual assault, or stalking, the victim must continue to be assisted. Upon termination of the perpetrator's VASH assistance, the victim should be given a regular HCV if one is available, and the perpetrator's VASH voucher should be used to serve another eligible veteran family. If a regular HCV is not available, the victim will continue to use the VASH voucher even after the perpetrator's assistance is terminated.

## **19-III.H. PROJECT-BASING VASH VOUCHERS**

### **General Requirements [Notice PIH 2017-21]**

The PHA may administer project-based VASH vouchers under two circumstances. First, PHAs are authorized to project-base their tenant-based VASH vouchers without additional HUD review or approval in accordance with Notice PIH 2017-21 and all PBV program requirements provided that the VAMC will continue to make supportive services available. Second, since 2010, HUD has awarded VASH vouchers specifically for project-based assistance in the form of PBV HUD-VASH set-aside vouchers. While these vouchers are excluded from the PBV program cap as long as they remain under PBV HAP contract at the designated project, all other VASH vouchers are subject to the PBV program percentage limitation discussed in Section 17-I.A.

If the PHA project-bases VASH vouchers, the PHA must retain documentation of the partnering VAMC's support. Policies for VASH PBV units will generally follow PHA policies for the standard PBV program as listed in Chapter 17, with the exception of the moves policy listed below.

### **Moves [HUD-VASH Qs and As]**

When a VASH PBV family is eligible to move from its PBV unit in accordance with Section 17-VIII.C. of this policy, but there is no other comparable tenant-based rental assistance, the following procedures must be implemented:

- If a VASH tenant-based voucher is not available at the time the family wants (and is eligible) to move, the PHA may require the family to wait for a VASH tenant-based voucher for a period not to exceed 180 days;
- If a VASH tenant-based voucher is still not available after that period, the family must be allowed to move with its VASH voucher, and the PHA is required to replace the assistance in the PBV unit with one of its regular vouchers, unless the PHA and owner agree to remove the unit from the HAP contract; and
- If after 180 days, a VASH tenant-based voucher does not become available and the PHA does not have sufficient available funding in its HCV program to attach assistance to the PBV unit, the family may be required to remain in its PBV unit until such funding becomes available. In determining if funding is insufficient, the PHA must take into consideration its available budget authority, which also includes unspent prior year HAP funds in the PHA's Net Restricted Assets account.



## **PART IV: MAINSTREAM VOUCHER PROGRAM**

### **19-IV.A. PROGRAM OVERVIEW [Notice PIH 2020-01]**

Mainstream vouchers assist non-elderly persons with disabilities and their families in the form of either project-based or tenant-based voucher assistance.

Aside from separate funding appropriations and serving a specific population, Mainstream vouchers follow the same program requirements as standard vouchers. The PHA does not have special authority to treat families that receive a Mainstream voucher differently from other applicants and participants. For example, the PHA cannot apply different payment standards, establish conditions for allowing portability, or apply different screening criteria to Mainstream families.

The Mainstream voucher program, (previously referred to as the Mainstream 5-Year program or the Section 811 voucher program) was originally authorized under the National Affordable Housing Act of 1990. Mainstream vouchers operated separately from the regular HCV program until the passage of the Frank Melville Supportive Housing Investment Act of 2010. Funding for Mainstream voucher renewals and administrative fees was first made available in 2012. In 2017 and 2019, incremental vouchers were made available for the first time since the Melville Act (in addition to renewals and administrative fees), and PHAs were invited to apply for a competitive award of Mainstream vouchers under the FY17 and FY19 NOFAs. In 2020, Notice PIH 2020-22 provided an opportunity for any PHA administering an HCV program to apply for Mainstream vouchers noncompetitively, while Notice PIH 2020-09 authorized an increase in Mainstream voucher units and budget authority for those PHAs already awarded Mainstream vouchers under the FY17 and FY19 NOFAs.

Funds for Mainstream vouchers may be recaptured and reallocated if the PHA does not comply with all program requirements or fails to maintain a utilization rate of 80 percent for the PHA's Mainstream vouchers.

#### **19-IV.B. ELIGIBLE POPULATION [Notice PIH 2020-01 and Notice PIH 2020-22]**

All Mainstream vouchers must be used to serve non-elderly persons with disabilities and their families, defined as any family that includes a person with disabilities who is at least 18 years old and not yet 62 years old as of the effective date of the initial HAP contract. The eligible disabled household member does not need to be the head of household.

The definition of person with disabilities for purposes of Mainstream vouchers is the statutory definition under section 3(b)(3)(E) of the 1937 Act, which is the same as is used for allowances and deductions in the HCV program and is provided in Exhibit 3-1 of this policy.

Existing families receiving Mainstream vouchers, where the eligible family member is now age 62 or older, will not “age out” of the program as long as the family was eligible on the day it was first assisted under a HAP contract.

The PHA may not implement eligibility screening criteria for Mainstream vouchers that is different from that of the regular HCV program.

#### **19-IV.C. PARTNERSHIP AND SUPPORTIVE SERVICES [Notice PIH 2020-01]**

PHAs are encouraged but not required to establish formal and informal partnerships with a variety of organizations that assist persons with disabilities to help ensure eligible participants find and maintain stable housing.

##### CDA Policy

The CDA will implement a Mainstream program, in partnership with:

- The Tenant Resource Center
- The Road Home of Dane County

## **19-IV.D. WAITING LIST ADMINISTRATION**

### **General Waiting List Requirements [Notice PIH 2020-01 and Mainstream Voucher Basics Webinar, 10/15/20]**

PHAs must not have a separate waiting list for Mainstream voucher assistance since the PHA is required by the regulations to maintain one waiting list for tenant-based assistance [24 CFR 982.204(f)]. All PHA policies on opening, closing, and updating the waiting list, as well as waiting list preferences in Chapter 4, apply to the Mainstream program.

When the PHA is awarded Mainstream vouchers, these vouchers must be used for new admissions to the PHA's program from the waiting list. The PHA must lease these vouchers by pulling the first Mainstream-eligible family from its tenant-based waiting list. PHAs are not permitted to reassign existing participants to the program in order to make regular tenant-based vouchers available. Further, the PHA may not skip over Mainstream-eligible families on the waiting list because the PHA is serving the required number of Mainstream families.

Upon turnover, vouchers must be provided to Mainstream-eligible families. If a Mainstream turnover voucher becomes available, the PHA must determine if the families at the top of the waiting list qualify under program requirements.

### **Admission Preferences [Notice PIH 2020-01; FY17 Mainstream NOFA; FY19 Mainstream NOFA]**

If the PHA claimed points for a preference in a NOFA application for Mainstream vouchers, the PHA must adopt a preference for at least one of the targeted groups identified in the NOFA.

#### CDA Policy

The CDA claimed a preference for a targeted group as part of an application for Mainstream vouchers under a NOFA. See 4-III.C. for a description of CDA preferences and order of selection.

#### **19-IV.E. PORTABILITY [Notice PIH 2020-01 and Mainstream Voucher Basics Webinar, 10/15/20]**

Mainstream voucher participants are eligible for portability under standard portability rules and all PHA policies regarding portability in Chapter 10, Part II apply to Mainstream families.

The following special considerations for Mainstream vouchers apply under portability:

- If the receiving PHA has a Mainstream voucher available, the participant may remain a Mainstream participant.
  - If the receiving PHA chooses to bill the initial PHA, then the voucher will remain a Mainstream voucher.
  - If the receiving PHA chooses to absorb the voucher, the voucher will be considered a regular voucher, or a Mainstream voucher if the receiving PHA has a Mainstream voucher available, and the Mainstream voucher at the initial PHA will be freed up to lease to another Mainstream-eligible family.
- If the receiving PHA does not have a Mainstream voucher available, the participant may receive a regular voucher.

#### **19-IV.F. PROJECT-BASING MAINSTREAM VOUCHERS [FY19 Mainstream Voucher NOFA Q&A]**

The PHA may project-base Mainstream vouchers in accordance with all applicable PBV regulations and PHA policies in Chapter 17. PHAs are responsible for ensuring that, in addition to complying with project-based voucher program requirements, the project complies with all applicable federal nondiscrimination and civil rights statutes and requirements. This includes, but is not limited to, Section 504 of the Rehabilitation Act (Section 504), Titles II or III of the Americans with Disabilities (ADA), and the Fair Housing Act and their implementing regulations at 24 CFR Part 8; 28 CFR Parts 35 and 36; and 24 CFR Part 100. Mainstream vouchers are subject to the PBV program percentage limitation discussed in Section 17-I.A.

## PART IV: NON-ELDERLY DISABLED (NED) VOUCHERS

### 19-V.A. PROGRAM OVERVIEW [Notice PIH 2013-19]

NED vouchers help non-elderly disabled families lease suitable, accessible, and affordable housing in the private market. Aside from separate funding appropriations and serving a specific population, NED vouchers follow the same program requirements as standard vouchers. The PHA does not have special authority to treat families that receive a NED voucher differently from other applicants and participants.

Some NED vouchers are awarded to PHAs through competitive NOFAs. The NOFA for FY2009 Rental Assistance for NED made incremental funding available for two categories of NED families:

- **Category 1** vouchers enable non-elderly persons or families with disabilities to access affordable housing on the private market.
- **Category 2** vouchers enable non-elderly persons with disabilities currently residing in nursing homes or other healthcare institutions to transition into the community. PHAs with NED Category 2 vouchers were required to partner with a state Medicaid or health agency or the state Money Follows the Person (MFP) Demonstration agency.

Since 1997, HCVs for NED families have been also awarded under various special purpose HCV programs: Rental Assistance for Non-Elderly Persons with Disabilities in Support of Designated Housing Plans (Designated Housing), Rental Assistance for Non-Elderly Persons with Disabilities Related to Certain Types of Section 8 Project-Based Developments (Certain Developments), One-Year Mainstream Housing Opportunities for Persons with Disabilities, and the Project Access Pilot Program (formerly Access Housing 2000).

- **Designated Housing** vouchers enable non-elderly disabled families, who would have been eligible for a public housing unit if occupancy of the unit or entire project had not been restricted to elderly families only through an approved Designated Housing Plan, to receive rental assistance. These vouchers may also assist non-elderly disabled families living in a designated unit/project/building to move from that project if they so choose. The family does not have to be listed on the PHA's voucher waiting list. Instead, they may be admitted to the program as a special admission. Once the impacted families have been served, the PHA may begin issuing these vouchers to non-elderly disabled families from their HCV waiting list. Upon turnover, these vouchers must be issued to non-elderly disabled families from the PHA's HCV waiting list.

- **Certain Developments** vouchers enable non-elderly families having a person with disabilities, who do not currently receive housing assistance in certain developments where owners establish preferences for, or restrict occupancy to, elderly families, to obtain affordable housing. These non-elderly families with a disabled person do not need to be listed on the PHA's HCV waiting list in order to be offered and receive housing choice voucher rental assistance. It is sufficient that these families' names are on the waiting list for a covered development at the time their names are provided to the PHA by the owner. Once the impacted families have been served, the PHA may begin issuing these vouchers to non-elderly disabled families from their HCV waiting list. Upon turnover, these vouchers must be issued to non-elderly disabled families from the PHA's HCV waiting list.
- **One-Year Mainstream Housing Opportunities for Persons with Disabilities (One-Year Mainstream)** vouchers enable non-elderly disabled families on the PHA's waiting list to receive a voucher. After initial leasing, turnover vouchers must be issued to non-elderly disabled families from the PHA's voucher waiting list.

#### CDA Policy

The CDA has not been awarded NED vouchers.

### **19-V.B. ELIGIBLE POPULATION**

#### **General Requirements [Notice PIH 2013-19]**

Only eligible families whose head of household, spouse, or cohead is non-elderly (under age 62) and disabled may receive a NED voucher. Families with only a minor child with a disability are not eligible.

In cases where the qualifying household member now qualifies as elderly due to the passage of time since the family received the NED voucher, existing NED participant families do not "age out," as the family was eligible on the day it was first assisted under a housing assistance payments (HAP) contract.

The definition of person with disabilities for purposes of NED vouchers is the statutory definition under Section 3(b)(3)(E) of the 1937 Act, which is the same as is used for allowances and deductions in the HCV program and is provided in Exhibit 3-1 of this policy.

The PHA may not implement eligibility screening criteria for NED vouchers that is different from that of the regular HCV program.

#### **NED Category 2 [Notice PIH 2013-19 and NED Category 2 FAQs]**

In addition to being eligible for the PHA's regular HCV program and a non-elderly person with a disability, in order to receive a Category 2 voucher, the family's head, spouse, cohead, or sole member must be transitioning from a nursing home or other healthcare institution and provided services needed to live independently in the community.

Nursing homes or other healthcare institutions may include intermediate care facilities and specialized institutions that care for those with intellectual disabilities, developmentally disabled, or mentally ill, but do not include board and care facilities (e.g., adult homes, adult day care, adult congregate living).

The PHA cannot limit who can apply to just those persons referred or approved by a Money Follows the Person (MFP) Demonstration agency or state health agency. Other individuals could be placed on the waiting list if they can show, with confirmation by an independent agency or organization that routinely provides such services (this can be the MFP or partnering agency, but need not be), that the transitioning individual will be provided with all necessary services, including care or case management.

For each Category 2 family, there must be documentation (e.g., a copy of a referral letter from the partnering or referring agency) in the tenant file identifying the institution where the family lived at the time of voucher issuance.

## **19-V.C. WAITING LIST**

### **General Requirements [Notice PIH 2013-19]**

Families must be selected for NED vouchers from the PHA's waiting list in accordance with all applicable regulations and PHA policies in Chapter 4.

Regardless of the number of NED families the PHA is required to serve, the next family on the waiting list must be served. Further, the PHA may not skip over NED-eligible families on the waiting list because the PHA is serving the required number of NED families.

### **NED Category 2 Referrals [NED Category 2 FAQs]**

For NED Category 2 families, the partnering agency may make referrals of eligible families to the PHA for placement on the waiting list. The PHA will then select these families from the waiting list for voucher issuance. Because language in the NOFA established that vouchers awarded under the NOFA must only serve non-elderly disabled families transitioning from institutions, the PHA does not need to establish a preference in order to serve these families ahead of other families on the PHA's waiting list.

PHAs must accept applications from people living outside their jurisdictions or from people being referred from other Medicaid or MFP service agencies in their state.

If the PHA's waiting list is closed, the PHA must reopen its waiting list to accept referrals from its partnering agency. When opening the waiting list, PHAs must advertise in accordance with 24 CFR 982.206 and PHA policies in Section 4-II.C. In addition, the PHA must ensure that individuals living in eligible institutions are aware when the PHA opens its waiting list by reaching out to social service agencies, nursing homes, intermediate care facilities and specialized institutions in the local service area.

## **Reissuance of Turnover Vouchers [Notice PIH 2013-19]**

All NED turnover vouchers must be reissued to the next NED family on the PHA's waiting list with the following exception: A Category 2 voucher must be issued to another Category 2 family upon turnover if a Category 2 family is on the PHA's waiting list. If there are no Category 2 families on the PHA's waiting list, the PHA must contact its partnering agency as well as conduct outreach through appropriate social service agencies and qualifying institutions to identify potentially eligible individuals. Only after all means of outreach have been taken to reach Category 2 families can the PHA reissue the voucher to another Category 2 NED family on the PHA's waiting list. Any subsequent turnover of that voucher must again be used for a Category 2 family on the PHA's waiting list, and the PHA is under the same obligation to conduct outreach to Category 2 families if no such families are on the PHA's waiting list.

For PHAs that received both Category 1 and Category 2 vouchers, if at any time the PHA is serving fewer Category 2 families than the number of Category 2 HCVs awarded under the NOFA, when a Category 2 family applies to the waiting list and is found eligible, the PHA must issue the next NED voucher to that family. HUD monitors the initial leasing and reissuance of Category 2 HCVs. These vouchers may be recaptured and reassigned if not leased properly and in a timely manner.

All NED vouchers should be affirmatively marketed to a diverse population of NED-eligible families to attract protected classes least likely to apply. If at any time following the turnover of a NED HCV a PHA believes it is not practicable to assist NED families, the PHA must contact HUD.

## **19-V.D. LEASE UP [Notice PIH 2013-19]**

### **Briefings**

In addition to providing families with a disabled person a list of accessible units known to the PHA, HUD encourages, but does not require, PHAs to provide additional resources to NED families as part of the briefing.

### **Voucher Term**

While the PHA is not required to establish different policies for the initial term of the voucher for NED vouchers, HUD has encouraged PHAs with NED vouchers to be generous in establishing reasonable initial search terms and subsequent extensions for families with a disabled person.



### **Special Housing Types [Notice PIH 2013-19 and NED Category 2 FAQs]**

In general, a PHA is not required to permit families to use any of the special housing types and may limit the number of families using such housing. However, the PHA must permit the use of a special housing type if doing so provides a reasonable accommodation so that the program is readily accessible to and usable by a person with disabilities.

Such special housing types include single room occupancy housing, congregate housing, group homes, shared housing, cooperative housing, and manufactured homes when the family owns the home and leases the manufactured home space.

Persons with disabilities transitioning out of institutional settings may choose housing in the community that is in a group or shared environment or where some additional assistance for daily living is provided for them on site. Under HUD regulations, group homes and shared housing are considered special housing types and are not excluded as an eligible housing type in the HCV program. Assisted living facilities are also considered eligible housing under the normal HCV program rules, as long as the costs for meals and other supportive services are not included in the housing assistance payments (HAP) made by the PHA to the owner, and as long as the person does not need continual medical or nursing care.

### **19-V.E. PORTABILITY [NED Category 2 FAQs]**

NED voucher participants are eligible for portability under standard portability rules and all PHA policies regarding portability in Chapter 10, Part II apply to NED families. However, the PHA may, but is not required to, allow applicant NED families to move under portability, even if the family did not have legal residency in the initial PHA's jurisdiction when they applied.

**Chapter 20**

**EMERGENCY HOUSING VOUCHERS (EHVs)**

**INTRODUCTION**

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (ARP) (P.L. 117-2). Section 3202 of the ARP appropriated \$5 billion for the creation, administration, and renewal of new incremental emergency housing vouchers (EHVs) and other eligible expenses related to COVID-19.

On May 5, 2021, HUD issued Notice PIH 2021-15, which described HUD's process for allocating approximately 70,000 EHVs to eligible PHAs and set forth the operating requirements for PHAs who administer them. Based on criteria outlined in the notice, HUD notified eligible PHAs of the number of EHVs allocated to their agency, and PHAs were able to accept or decline the invitation to participate in the program.

PHAs may not project-base EHVs; EHVs are exclusively tenant-based assistance.

All applicable nondiscrimination and equal opportunity requirements apply to the EHV program, including requirements that the PHA grant reasonable accommodations to persons with disabilities, effectively communicate with persons with disabilities, and ensure meaningful access for persons with limited English proficiency (LEP).

This chapter describes HUD regulations and PHA policies for administering EHVs. The policies outlined in this chapter are organized into seven sections, as follows:

Part I: Funding

Part II: Partnering Agencies

Part III: Waiting List Management

Part IV: Family Eligibility

Part V: Housing Search and Leasing

Part VI: Use of Funds, Reporting, and Financial Records

Except as addressed by this chapter and as required under federal statute and HUD requirements, the general requirements of the HCV program apply to EHVs.



## **PART I: FUNDING**

### **20-I.A. FUNDING OVERVIEW**

The American Rescue Plan Act of 2021 (ARP) provides administrative fees and funding for the costs of administering emergency housing vouchers (EHVs) and other eligible expenses defined in Notice PIH 2021-15. These fees may only be used for EHV administration and other eligible expenses and must not be used for or applied to other PHA programs or vouchers. The PHA must maintain separate financial records from its regular HCV funding for all EHV funding.

#### **Housing Assistance Payments (HAP) Funding**

ARP funding obligated to the PHA as housing assistance payments (HAP) funding may only be used for eligible EHV HAP expenses (i.e., rental assistance payments). EHV HAP funding may not be used for EHV administrative expenses or for the eligible uses under the EHV services fee.

The initial funding term will expire December 31, 2022. HUD will provide renewal funding to the PHA for the EHVs on a calendar year (CY) basis commencing with CY 2023. The renewal funding allocation will be based on the PHA's actual EHV HAP costs in leasing, similar to the renewal process for the regular HCV program. EHV renewal funding is not part of the annual HCV renewal funding formula; EHVs are renewed separately from the regular HCV program. All renewal funding for the duration of the EHV program has been appropriated as part of the ARP funding.

#### **Administrative Fee and Funding**

The following four types of fees and funding are allocated as part of the EHV program:

- **Preliminary fees** support immediate start-up costs that the PHA will incur in implementing alternative requirements under EHV, such as outreach and coordination with partnering agencies:
  - \$400 per EHV allocated to the PHA, once the consolidated annual contributions contract (CACC) is amended.
  - This fee may be used for any eligible administrative expenses related to EHVs.
  - The fee may also be used to pay for any eligible activities under EHV service fees (TPS-I.B).

- **Placement fees/expedited issuance reporting fees** will support initial lease-up costs and the added cost and effort required to expedite leasing of EHV's:
  - \$100 for each EHV initially leased, if the PHA reports the voucher issuance date in Public Housing Information Center–Next Generation (PIC–NG) system within 14 days of voucher issuance or the date the system becomes available for reporting.
  - Placement fees:
    - o \$500 for each EHV family placed under a HAP contract effective within four months of the effective date of the ACC funding increment; or
    - o \$250 for each EHV family placed under a HAP contract effective after four months but less than six months after the effective date of the ACC funding increment.
    - o HUD will determine placement fees in the event of multiple EHV allocations and funding increment effective dates.
  - Placement/expedited issuance fees only apply to the initial leasing of the voucher; they are not paid for family moves or to turnover vouchers.
- **Ongoing administrative fees**, which are calculated in the same way as the standard HCV program:
  - PHAs are allocated administrative fees using the full column A administrative fee amount for each EHV under contract as of the first day of each month.
  - Ongoing EHV administrative fees may be subject to proration in future years, based on available EHV funding.
- **Services fees**, which are a one-time fee to support PHAs' efforts to implement and operate an effective EHV services program in its jurisdiction (TPS-I.B):
  - The fee is allocated once the PHA's CACC is amended to reflect EHV funding.
  - The amount allocated is \$3,500 for each EHV allocated.

## 20-I.B. SERVICE FEES

Services fee funding must be initially used for defined eligible uses and not for other administrative expenses of operating the EHV program. Service fees fall into four categories:

- Housing search assistance
- Security deposit/utility deposit/rental application/holding fee uses
- Owner-related uses
- Other eligible uses such as moving expenses or tenant-readiness services

The PHA must establish the eligible uses and the parameters and requirements for service fees in the PHA's administrative plan.

### CDA Policy

Depending on local conditions and other resources, the CDA may use the following eligible uses for service fees:

**Application fees/non-refundable administrative or processing fees/refundable application deposit assistance.** The CDA may choose to assist the family with some or all these expenses

**Holding fees** are fees an owner requests that are rolled into the security deposit after an application is accepted but before a lease is signed. The CDA may cover part or all of the holding fee for units where the fee is required by the owner after a tenant's application has been accepted but before the lease signing. The CDA and owner must agree how the holding fee gets rolled into the deposit, and under what conditions the fee will be returned. In general, owners need to accept responsibility for making needed repairs to a unit required by the initial housing quality standards (HQS) inspections and can only keep the holding fee if the client is at fault for not entering into a lease

**Security deposit assistance.** The amount of the security deposit assistance may not exceed the lesser of two months' rent to owner, the maximum security deposit allowed under applicable state and/or local law, or the actual security deposit required by the owner

**Owner incentive and/or retention payments.** The CDA may make incentive or retention payments to owners that agree to initially lease their unit to an EHV family and/or renew the lease of an EHV family

Payments will be made as a single payment at the beginning of the assisted lease term (or lease renewal if a retention payment). Owner incentive and retentions payments are not housing assistance payments, are not part of the rent to owner, and are not taken into consideration when determining whether the rent for the unit is reasonable

**Moving expenses (including move-in fees and deposits).** The CDA may provide assistance for some or all of the family's reasonable moving expenses when they initially lease a unit with the EHV. The CDA will not provide moving expenses assistance for subsequent moves unless the family is required to move for reasons other than something the family did or failed to do (e.g., the CDA is terminating the HAP contract because the owner did not fulfill the owner responsibilities under the HAP contract or the owner is refusing to offer the family the opportunity to enter a new lease after the initial lease term, as opposed to the family choosing to terminate the tenancy in order to move to another unit), or a family has to move due to domestic violence, dating violence, sexual assault, or stalking

**Essential household items.** The CDA may use services fee funding to assist the family with some or all of the costs of acquiring essential household items such as tableware, cooking equipment, beds or bedding, and essential sanitary products such as soap and toiletries

**Renter's insurance if required by the lease.** The CDA may choose to assist the family with some or all this cost

Any services fee assistance that is returned to the PHA after its initial or subsequent use may only be applied to the eligible services fee uses defined in Notice PIH 2021-15 (or subsequent notice) or other EHV administrative costs. Any amounts not expended for these eligible uses when the PHA's EHV program ends must be remitted to HUD.

## **PART II: PARTNERING AGENCIES**

### **20-II.A. CONTINUUM OF CARE (CoC)**

PHAs that accept an allocation of EHV are required to enter into a Memorandum of Understanding (MOU) with the Continuum of Care (CoC) to establish a partnership for the administration of EHV.

#### CDA Policy

The CDA and the Dane County Housing Authority (DCHA) have jointly entered into an MOU with the Homeless Services Consortium of Dane County (HSC) establishing a partnership for the administration of EHV.

### **20-II.B. OTHER PARTNERING ORGANIZATIONS**

The PHA may, but is not required to, partner with other organizations trusted by persons experiencing homelessness, such as victim services providers (VSPs) and other community partners. If the PHA chooses to partner with such agencies, the PHA must either enter into an MOU with the partnering agency or the partnering agency may be added to the MOU between the PHA and CoC.

#### CDA Policy

The CDA, DCHA, and the HSC have agreed on a limited list of partnering HSC agencies that will act as partnering agencies to provide supports for the EHV program.

### **20-II.C. REFERRALS**

#### **CoC and Partnering Agency Referrals**

The primary responsibility of the CoC under the MOU with the PHA is to make direct referrals of qualifying individuals and families to the PHA. The PHA must generally refer a family that is seeking EHV assistance directly from the PHA to the CoC or other referring agency for initial intake, assessment, and possible referral for EHV assistance. Partner CoCs are responsible for determining whether the family qualifies under one of the four eligibility categories for EHV. The CoC or other direct referral partner must provide supporting documentation to the PHA of the referring agency's verification that the family meets one of the four eligible categories for EHV assistance.



## CDA Policy

The CoC or partnering agency must establish and implement a system to identify EHV-eligible individuals and families within the agency's caseload and make referrals to the CDA. The CoC or other partnering agency must certify that the EHV applicants they refer to the CDA meet at least one of the four EHV eligibility criteria. The CDA will maintain a copy of the referral or certification from the CoC or other partnering agency in the participant's file along with other eligibility paperwork. Homeless service providers and Victim services providers may, but are not required to, use the certification form when identifying eligible families.

As part of the MOU, the CDA and CoC or other partnering agency will identify staff positions to serve as lead EHV liaisons. These positions will be responsible for transmission and acceptance of referrals. The CoC or partnering agency must commit sufficient staff and resources to ensure eligible individuals and families are identified and determined eligible in a timely manner.

The CDA liaison responsible for acceptance of referrals will contact the CoC or partnering agency liaison via email indicating the number of vouchers available and requesting an appropriate number of referrals. No more than five business days from the date the CoC or partnering agency receives this notification, the CoC or partnering agency liaison will provide the CDA with a list of eligible referrals including the name, address, and contact phone number for each adult individual who is being referred; a completed release form for each adult family member; and a written certification for each referral indicating they are EHV-eligible.

### **Offers of Assistance with CoC Referral**

The PHA may make an EHV available without a referral from the CoC or other partnering organization in order to facilitate an emergency transfer under VAWA in accordance with the PHA's Emergency Transfer Plan (ETP) in Chapter 16.

The PHA must also take direct referrals from outside the CoC if:

- The CoC does not have a sufficient number of eligible families to refer to the PHA; or
- The CoC does not identify families that may be eligible for EHV assistance because they are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking.

If at any time the PHA is not receiving enough referrals or is not receiving referrals in a timely manner from the CoC or other partner referral agencies (or the PHA and CoC cannot identify any such alternative referral partner agencies), HUD may permit the PHA on a temporary or permanent basis to take EHV applications directly from applicants and admit eligible families to the EHV program in lieu of or in addition to direct referrals in those circumstances.

## **PART III: WAITING LIST MANAGEMENT**

### **20-III. A. HCV WAITING LIST**

The regulation that requires the PHA to admit applicants as waiting list admissions or special admissions in accordance with admission policies in Chapter 4 does not apply to PHAs operating the EHV program. Direct referrals are not added to the PHA's HCV waiting list.

The PHA must inform families on the HCV waiting list of the availability of EHV by, at a minimum, either by posting the information to their website or providing public notice in their respective communities in accordance with the requirements listed in Notice PIH 2021-15.

#### **CDA Policy**

The CDA will post information about the EHV program for families on the CDA's HCV waiting list on their website. The notice will:

- Describe the eligible populations to which EHV are limited

- Clearly state that the availability of these EHV is managed through a direct referral process

- Advise the family to contact the CoC (or any other CDA referral partner, if applicable) if the family believes they may be eligible for EHV assistance

The CDA will ensure effective communication with persons with disabilities, including those with vision, hearing, and other communication-related disabilities in accordance with Chapter 2. The CDA will also take reasonable steps to ensure meaningful access for persons with limited English proficiency (LEP) in accordance with Chapter 2.

### **20-III.B. EHV WAITING LIST**

The HCV regulations requiring the PHA to operate a single waiting list for admission to the HCV program do not apply to PHAs operating the EHV program. Instead, when the number of applicants referred by the CoC or partnering agency exceeds the EHV available, the PHA must maintain a separate waiting list for EHV referrals, both at initial leasing and for any turnover vouchers that may be issued prior to September 30, 2023.

Further, the EHV waiting list is not subject to PHA policies in Chapter 4 regarding opening and closing the HCV waiting list. The PHA will work directly with its CoC and other referral agency partners to manage the number of referrals and the size of the EHV waiting list.

## **20-III.C. PREFERENCES**

### **HCV Waiting List Preferences**

If local preferences are established by the PHA for HCV, they do not apply to EHV. However, if the PHA has a homeless preference or a VAWA preference for the HCV waiting list, the PHA must adopt additional policies related to EHV in accordance with Notice PIH 2021-15.

#### CDA Policy

The CDA has a preference for HCV waiting list applicants who are homeless or a victim of domestic abuse as outlined in Section 4-III.C. Local Preferences.

The CDA will refer any applicant on the waiting list who indicates they qualify for the homeless preference to the CoC. The CoC will determine whether the family is eligible for an EHV (based on the qualifying definition for EHB assistance for homelessness or another eligible category as applicable). The CoC will also determine if the family is eligible for other homeless assistance.

The CDA will refer any applicant on the waiting list who indicates they qualify for the CDA's victim of domestic abuse preference to the CoC or the applicable partnering referral agency. The CoC or partnering referral agency will determine if the family is eligible (based on the qualifying definition for EHV assistance for those fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking or another eligible category as applicable) for an EHV.

### **EHV Waiting List Preferences**

With the exception of a residency preference, the PHA may choose, in coordination with the CoC and other referral partners, to establish separate local preferences for EHV. The PHA may, however, choose to not establish any local preferences for the EHV waiting list.

#### CDA Policy

No local preferences have been established for the EHV waiting list.

## **PART IV: FAMILY ELIGIBILITY**

### **20-IV.A. OVERVIEW**

The CoC or referring agency determines whether the individual or family meets any one of the four eligibility criteria described in Notice PIH 2021-15 and then refers the family to the PHA. The PHA determines that the family meets other eligibility criteria for the HCV program, as modified for the EHV program and outlined below.

### **20-IV.B. REFERRING AGENCY DETERMINATION OF ELIGIBILITY**

In order to be eligible for an EHV, an individual or family must meet one of four eligibility criteria:

- Homeless as defined in 24 CFR 578.3;
- At risk of homelessness as defined in 24 CFR 578.3;
- Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking (as defined in Notice PIH 2021-15), or human trafficking (as defined in the 22 U.S.C. Section 7102); or
- Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability as determined by the CoC or its designee in accordance with the definition in Notice PIH 2021-15.

As applicable, the CoC or referring agency must provide documentation to the PHA of the referring agency's verification that the family meets one of the four eligible categories for EHV assistance. The PHA must retain this documentation as part of the family's file.

### **20-IV.C. PHA SCREENING**

#### **Overview**

HUD waived 24 CFR 982.552 and 982.553 in part for the EHV applicants and established alternative requirement for mandatory and permissive prohibitions of admissions. Except where applicable, PHA policies regarding denials in Chapter 3 of this policy do not apply to screening individuals and families for eligibility for an EHV. Instead, the EHV alternative requirement listed in this section will apply to all EHV applicants.

The mandatory and permissive prohibitions listed in Notice PIH 2021-15 and in this chapter, however, apply only when screening the individual or family for eligibility for an EHV. When adding a family member after the family has been placed under a HAP contract with EHV assistance, the regulations at 24 CFR 982.551(h)(2) apply. Other than the birth, adoption, or court-awarded custody of a child, the PHA must approve additional family members and may apply its regular HCV screening criteria in Chapter 3 in doing so.

## **Mandatory Denials**

Under alternative requirements for the EHV program, mandatory denials for EHV applicants include:

- 24 CFR 982.553(a)(1)(ii)(C), which prohibits admission if any household member has ever been convicted of drug-related criminal activity for manufacture or production of methamphetamine on the premises of federally assisted housing.
- 24 CFR 982.553(a)(2)(i), which prohibits admission to the program if any member of the household is subject to a lifetime registration requirement under a state sex offender registration program.

The PHA must deny admission to the program if any member of the family fails to sign and submit consent forms for obtaining information as required by 24 CFR 982.552(b)(3) but should notify the family of the limited EHV grounds for denial of admission first.

### CDA Policy

While the CDA will deny admission to the program if any adult member (or head of household or spouse, regardless of age) fails to sign and submit consent forms, the CDA will first notify the family of the limited EHV grounds for denial of admission as part of the notice of denial that will be mailed to the family.

## **Permissive Denial**

Notice PIH 2021-15 lists permissive prohibitions for which the PHA may, but is not required to, deny admission to EHV families. The notice also lists prohibitions that, while allowable under the HCV program, may not be used to deny assistance for EHV families.

If the PHA intends to establish permissive prohibition policies for EHV applicants, the PHA must first consult with its CoC partner to understand the impact that the proposed prohibitions may have on referrals and must take the CoC's recommendations into consideration.

### CDA Policy

The CDA will not adopt any permissive prohibitions for the EHV program.

## **20-IV.D. INCOME VERIFICATION AT ADMISSION**

### **Self-Certification at Admission**

The requirement to obtain third-party verification of income in accordance with Notice PIH 2018-18 does not apply to the EHV program applicants at admission, and alternatively, PHAs may consider self-certification the highest form of income verification at admission. As such, PHA policies related to the verification of income in Section 7-I.B. do not apply to EHV families at admission. Instead, applicants must submit an affidavit attesting to their reported income, assets, expenses, and other factors that would affect an income eligibility determination.

Additionally, applicants may provide third-party documentation that represents the applicant's income within the 60-day period prior to admission or voucher issuance but is not dated within 60 days of the PHA's request.

#### CDA Policy

Current income verifications will be requested. If current income verifications are not available, documents older than 60-days and reflecting current income will be accepted. If no documents showing current income are available, self-certification will be accepted.

Documents must not be damaged, altered, or in any way illegible. Legible copies and photos of documents will be accepted.

Any family self-certifications must be made in a format acceptable to the CDA and must be signed by the family member whose information or status is being verified.

The CDA will incorporate additional procedures to remind families of the obligation to provide true and complete information in accordance with Chapter 14. The CDA will address any material discrepancies (i.e., unreported income or a substantial difference in reported income) that may arise later. The CDA may, but is not required to, offer the family a repayment agreement in accordance with Chapter 16. If the family fails to repay the excess subsidy, the CDA will terminate the family's assistance in accordance with the policies in Chapter 12.

### **Recently Conducted Income Determinations**

PHAs may accept income calculations and verifications from third-party providers or from an examination that the PHA conducted on behalf of the family for another subsidized housing program in lieu of conducting an initial examination of income as long as:

- The income was calculated in accordance with rules outlined at 24 CFR Part 5 and within the last six months; and
- The family certifies there has been no change in income or family composition in the interim.

#### CDA Policy

The CDA will conduct its own income verification and calculations.

At the time of the family's annual reexamination the PHA must conduct the annual reexamination of income as outlined at 24 CFR 982.516 and PHA policies in Chapter 11.

## **EIV Income Validation**

Once HUD makes the EIV data available to PHAs under this waiver and alternative requirement, the PHA must:

- Review the EIV Income and Income Validation Tool (IVT) reports to confirm and validate family-reported income within 90 days of the PIC submission date;
- Print and maintain copies of the EIV Income and IVT Reports in the tenant file; and
- Resolve any income discrepancy with the family within 60 days of the EIV Income or IVT Report dates.

Prior to admission, PHAs must continue to use HUD's EIV system to search for all household members using the Existing Tenant Search in accordance with PHA policies in Chapter 3.

If a PHA later determines that an ineligible family received assistance, the PHA must take steps to terminate that family from the program in accordance with Chapter 12.

## **20-IV.E. SOCIAL SECURITY NUMBER AND CITIZENSHIP STATUS VERIFICATION**

For the EHV program, the PHA is not required to obtain and verify SSN documentation and documentation evidencing eligible noncitizen status before admitting the family to the EHV program. Instead, PHAs may adopt policies to admit EHV applicants who are unable to provide the required SSN or citizenship documentation during the initial eligibility determination. As an alternative requirement, such individuals must provide the required documentation within 180 days of admission to be eligible for continued assistance, pending verification, unless the PHA provides an extension based on evidence from the family or confirmation from the CoC or other partnering agency that the family has made a good-faith effort to obtain the documentation.

If a PHA determines that an ineligible family received assistance, the PHA must take steps to terminate that family from the program.

### CDA Policy

The CDA will request SSN and citizenship documentation. The CDA will admit EHV applicants who are unable to provide the required SSN or citizenship documentation during the initial eligibility determination. These individuals must provide the required documentation in accordance with policies in Chapter 7 within 180 days of admission. The CDA may provide an additional 60-day extension based on evidence from the family or confirmation from the CoC or other partnering agency that the family has made a good-faith effort to obtain the documentation.

If the CDA determines that an ineligible family received assistance, the CDA will take steps to terminate that family from the program in accordance with policies in Chapter 12.

#### **20-IV.F. AGE AND DISABILITY VERIFICATION**

PHAs may accept self-certification of date of birth and disability status if a higher level of verification is not immediately available. If self-certification is used, the PHA must obtain a higher level of verification within 90 days of admission or verify the information in EIV.

If a PHA determines that an ineligible family received assistance, the PHA must take steps to terminate that family from the program.

##### CDA Policy

The CDA will request date of birth and disability status verifications. The CDA will accept self-certification of date of birth and disability status if a higher form of verification is not immediately available. The certification must be made in a format acceptable to the CDA and must be signed by the family member whose information or status is being verified. If self-certification is accepted, within 90 days of admission, the CDA will verify the information in EIV or through other third-party verification if the information is not available in EIV. The CDA will note the family's file that self-certification was used as initial verification and include an EIV printout or other third-party verification confirming the applicant's date of birth and/or disability status.

If the CDA determines that an ineligible family received assistance, the CDA will take steps to terminate that family from the program in accordance with policies in Chapter 12.

#### **20-IV.G. INCOME TARGETING**

The PHA must determine income eligibility for EHV families in accordance with 24 CFR 982.201 and PHA policy in Chapter 3; however, income targeting requirements do not apply for EHV families. The PHA may still choose to include the admission of extremely low-income EHV families in its income targeting numbers for the fiscal year in which these families are admitted.

##### CDA Policy

The CDA will not include the admission of extremely low-income EHV families in its income targeting numbers for the fiscal year in which these families are admitted.





## **PART V: HOUSING SEARCH AND LEASING**

### **20-V.A. INITIAL VOUCHER TERM**

Unlike the standard HCV program, which requires an initial voucher term of at least 60 days, EHV vouchers must have an initial search term of at least 120 days. PHA policies on extensions as outlined in Section 5-II.E. will apply.

#### CDA Policy

All EHV's will have an initial term of 120 calendar days.

The family must submit a Request for Tenancy Approval and proposed lease within the 120-day period unless the CDA grants an extension.

### **20-V.B. HOUSING SEARCH ASSISTANCE**

The PHA must ensure housing search assistance is made available to EHV families during their initial housing search. The housing search assistance may be provided directly by the PHA or through the CoC or another partnering agency or entity.

At a minimum, housing search assistance must:

- Help individual families identify potentially available units during their housing search, including physically accessible units with features for family members with disabilities, as well as units in low-poverty neighborhoods;
- Provide transportation assistance and directions to potential units;
- Conduct owner outreach;
- Assist with the completion of rental applications and PHA forms; and
- Help expedite the EHV leasing process for the family

### CDA Policy

As identified in the MOU between the CDA, DCHA, and CoC, the following housing search assistance will be provided to each EHV family:

The CDA will:

- Coordinate and consult with the HSC in developing the services and assistance to be offered under the EHV services fee

- Commit a sufficient number of staff and necessary resources to ensure that the application, certification, and voucher issuance processes are completed in a timely manner

- Commit a sufficient number of staff and resources to ensure that inspections of units are completed in a timely manner

- Make available a list of prospective landlords and vacancy listing postings to voucher holders at the briefing

- Designate a staff person to serve as the lead EHV liaison

The CoC will:

- Provide housing search assistance for eligible individuals and families, introduction to landlords willing to rent to EHV eligible households, and assist with landlord applications

- Respond to landlords who have concerns about an EHV participant's tenancy

- Provide counseling on compliance with rental lease requirements

- Assess individuals and families who may require referrals for assistance on security deposits, utility hook-up fees, and utility deposits

- Assess and refer individuals and families to benefits and supportive services, where applicable

### **20-V.C. HQS PRE-INSPECTIONS**

To expedite the leasing process, PHAs may pre-inspect available units that EHV families may be interested in leasing in order to maintain a pool of eligible units.

### CDA Policy

The CDA will not conduct any pre-inspections of available units. The CDA will make every effort to fast-track the inspection process, including adjusting the normal inspection schedule for any required reinspections.

## **20-V.D. INITIAL LEASE TERM**

Unlike in the standard the HCV program, EHV voucher holders may enter into an initial lease that is for less than 12 months, regardless of the PHA policy in Section 9-I.E., Term of Assisted Tenancy.

### CDA Policy

The CDA will not approve an initial lease term of less than one (1) year. An exception to this policy will be made for tenants who will lease-in-place at original admission to the program. For a lease-in-place admission, the CDA will allow an initial lease term that expires at the end of the existing lease.

## **20-V.E. PORTABILITY**

The normal HCV portability procedures and requirements outlined in Chapter 10 generally apply to EHV's. Exceptions are addressed below.

### **Nonresident Applicants**

Under EHV, applicant families may move under portability even if the family did not have legal residency in the jurisdiction of the initial PHA when they applied, regardless of PHA policy in Section 10-II.B.

### **Billing and Absorption**

A receiving PHA cannot refuse to assist an incoming EHV family, regardless of whether the PHA administers EHV's under its own ACC.

- If the EHV family moves under portability to another PHA that administers EHV's under its own ACC:
  - The receiving PHA may only absorb the incoming EHV family with an EHV (assuming it has an EHV voucher available to do so).
  - If the PHA does not have an EHV available to absorb the family, it must bill the initial PHA. The receiving PHA must allow the family to lease the unit with EHV assistance and may not absorb the family with a regular HCV when the family leases the unit.
  - Regardless of whether the receiving PHA absorbs or bills the initial PHA for the family's EHV assistance, the EHV administration of the voucher is in accordance with the receiving PHA's EHV policies.
- If the EHV family moves under portability to another PHA that does not administer EHV under its own ACC, the receiving PHA may absorb the family into its regular HCV program or may bill the initial PHA.

## **Family Briefing**

In addition to the applicable family briefing requirements at 24 CFR 982.301(a)(2) as to how portability works and how portability may affect the family's assistance, the initial PHA must inform the family how portability may impact the special EHV services and assistance that may be available to the family.

The initial PHA is required to help facilitate the family's portability move to the receiving PHA and inform the family of this requirement in writing, taking reasonable steps to ensure meaningful access for persons with limited English proficiency (LEP).

### **CDA Policy**

In addition to following CDA policy on briefings in Chapter 5, as part of the briefing packet for EHV families, the CDA will include a written notice that the CDA will assist the family with moves under portability.

For limited English proficient (LEP) applicants, the CDA will provide interpretation services in accordance with the CDA's LEP plan (See Chapter 2).

## **Coordination of Services**

If the portability move is in connection with the EHV family's initial lease-up, the receiving PHA and the initial PHA must consult and coordinate on the EHV services and assistance that will be made available to the family.

### **CDA Policy**

For EHV families who are exercising portability, when the CDA contacts the receiving PHA in accordance with Section 10-II.B. Preapproval Contact with Receiving PHA, the CDA will consult and coordinate with the receiving PHA to ensure there is no duplication of EHV services and assistance, and ensure the receiving PHA is aware of the maximum amount of services fee funding that the initial PHA may provide to the receiving PHA on behalf of the family.

## **Services Fee**

Standard portability billing arrangements apply for HAP and ongoing administrative fees for EHV families.

For service fees funding, the amount of the service fee provided by the initial PHA may not exceed the lesser of the actual cost of the services and assistance provided to the family by the receiving PHA or \$1,750, unless the initial PHA and receiving PHA mutually agree to change the \$1,750 cap. Service fees are paid as follows:

- If the receiving PHA, in consultation and coordination with the initial PHA, will provide eligible services or assistance to the incoming EHV family, the receiving PHA may be compensated for those costs by the initial PHA, regardless of whether the receiving PHA bills or absorbs.
- If the receiving PHA administers EHV, the receiving PHA may use its own services fee and may be reimbursed by the initial PHA, or the initial PHA may provide the services funding upfront to the receiving PHA for those fees and assistance.
- If the receiving PHA does not administer EHV, the initial PHA must provide the services funding upfront to the receiving PHA. Any amounts provided to the receiving PHA that are not used for services or assistance on behalf of the EHV family must promptly be returned by the receiving PHA to the initial PHA.

## **Placement Fee/Issuance Reporting Fee**

If the portability lease-up qualifies for the placement fee/issuance reporting fee, the receiving PHA receives the full amount of the placement component of the placement fee/issuing reporting fee. The receiving PHA is eligible for the placement fee regardless of whether the receiving PHA bills the initial PHA or absorbs the family into its own program at initial lease-up. The initial PHA qualifies for the issuance reporting component of the placement fee/issuance reporting fee, as applicable.

## **20-V.F. PAYMENT STANDARDS**

### **Payment Standard Schedule**

For the EHV program, HUD has waived the regulation requiring a single payment standard for each unit size. Instead, the PHA may, but is not required to, establish separate higher payment standards for EHV. Lower EHV payment standards are not permitted. If the PHA is increasing the regular HCV payment standard, the PHA must also increase the EHV payment standard if it would be otherwise lower than the new regular HCV payment standard. The separate EHV payment standard must comply with all other HCV requirements with the exception of the alternative requirements discussed below.

Further, if the PHA chooses to establish higher payments standards for EHV, HUD has provided other regulatory waivers:

- Defining the “basic range” for payment standards as between 90 and 120 percent of the published Fair Market Rent (FMR) for the unit size (rather than 90 to 110 percent).
- Allowing a PHA that is not in a designated Small Area FMR (SAFMR) area or has not opted to voluntarily implement SAFMRs to establish exception payment standards for a ZIP code area above the basic range for the metropolitan FMR based on the HUD published SAFMRs. The PHA may establish an exception payment standard up to 120 percent (as opposed to 110 percent) of the HUD published Small Area FMR for that ZIP code area. The exception payment standard must apply to the entire ZIP code area.
  - The PHA must notify HUD if it establishes an EHV exception payment standard based on the SAFMR.

#### CDA Policy

The CDA will not establish a higher payment standard amount for EHV. The CDA will use the same payment standards for HCV and EHV.

### **Rent Reasonableness**

All rent reasonableness requirements apply to EHV units, regardless of whether the PHA has established an alternative or exception EHV payment standard.

### **Increases in Payment Standards**

The requirement that the PHA apply increased payment standards at the family’s first regular recertification on or after the effective date of the increase does not apply to EHV. The PHA may, but is not required to, establish an alternative policy on when to apply the increased payment standard, provided the increased payment standard is used to calculate the HAP no later than the effective date of the family’s first regular reexamination following the change.

#### CDA Policy

The CDA will not establish an alternative policy for increases in the payment standard. CDA policy in Section 11-III.B. governing increases in payment standards will apply to EHV.

## **20-V.G. TERMINATION OF VOUCHERS**

After September 30, 2023, a PHA may not reissue EHV when assistance for an EHV-assisted family ends. This means that when an EHV participant (a family that is receiving rental assistance under a HAP contract) leaves the program for any reason, the PHA may not reissue that EHV to another family unless it does so no later than September 30, 2023.

If an applicant family that was issued the EHV is unsuccessful in finding a unit and the EHV expires after September 30, 2023, the EHV may not be reissued to another family.

All EHV under lease on or after October 1, 2023, may not under any circumstances be reissued to another family when the participant leaves the program for any reason.

An EHV that has never been issued to a family may be initially issued and leased after September 30, 2023, since this prohibition only applies to EHV that are being reissued upon turnover after assistance to a family has ended. However, HUD may direct PHAs administering EHV to cease leasing any unleased EHV if such action is determined necessary by HUD to ensure there will be sufficient funding available to continue to cover the HAP needs of currently assisted EHV families.





## **PART VI: USE OF FUNDS, REPORTING, AND FINANCIAL RECORDS**

EHV funds allocated to the PHA for HAP (both funding for the initial allocation and HAP renewal funding) may only be used for eligible EHV HAP purposes. EHV HAP funding obligated to the PHA may not be used for EHV administrative expenses or the other EHV eligible expenses under this notice. Likewise, EHV administrative fees and funding obligated to the PHA are to be used for those purposes and must not be used for HAP.

The appropriated funds for EHV are separate from the regular HCV program and may not be used for the regular HCV program but may only be expended for EHV eligible purposes. EHV HAP funds may not roll into the regular HCV restricted net position (RNP) and must be tracked and accounted for separately as EHV RNP. EHV administrative fees and funding for other eligible expenses permitted by Notice PIH 2021-15 may only be used in support of the EHV and cannot be used for regular HCVs. EHV funding may not be used for the repayment of debts or any amounts owed to HUD by HUD program participants including, but not limited to, those resulting from Office of Inspector General (OIG), Quality Assurance Division (QAD), or other monitoring review findings.

The PHA must comply with EHV reporting requirements in the Voucher Management System (VMS) and Financial Data Schedule (FDS) as outlined in Notice PIH 2021-15.

The PHA must maintain complete and accurate accounts and other records for the program and provide HUD and the Comptroller General of the United States full and free access to all accounts and records that are pertinent the administration of the EHV in accordance with the HCV program requirements at 24 CFR 982.158.



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

<b>Part I: Summary</b>					
PHA Name: Community Development Authority of the City of Madison		Grant Type and Number Capital Fund Program Grant No: WJ39P00350117 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2017 FFY of Grant Approval: 2017
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:     ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <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		0.00		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$ 223,335.00			
3	1408 Management Improvements	\$ 20,000.00			
4	1410 Administration (may not exceed 10% of line 21)	\$ 111,667.50			
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	\$ 33,500.25			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	0.00			
10	1460 Dwelling Structures	\$ 703,172.25			
11	1465.1 Dwelling Equipment—Nonexpendable	0.00			
12	1470 Non-dwelling Structures	0.00			
13	1475 Non-dwelling Equipment	\$ 25,000.00			
14	1485 Demolition	0.00			
15	1492 Moving to Work Demonstration	0.00			
16	1495.1 Relocation Costs	0.00			
17	1499 Development Activities <sup>4</sup>	0.00			

<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  
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

<b>Part I: Summary</b>					
<b>PHA Name:</b> Community Development Authority of the City of Madison		<b>Grant Type and Number</b> Capital Fund Program Grant No: WI39P00350117 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant: 2017</b> <b>FFY of Grant Approval: 2017</b>
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <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	0.00			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00			
19	1502 Contingency (may not exceed 8% of line 20)	0.00			
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$1,116,675.00			
21	Amount of line 20 Related to LBP Activities	0.00			
22	Amount of line 20 Related to Section 504 Activities	0.00			
23	Amount of line 20 Related to Security - Soft Costs	0.00			
24	Amount of line 20 Related to Security - Hard Costs	0.00			
25	Amount of line 20 Related to Energy Conservation Measures	\$ 223,172.25			
<b>Signature of Executive Director</b> <i>Natalie Edman</i>		<b>Date</b> 7/31/2017		<b>Signature of Public Housing Director</b> <i>Sam Connors</i>	
				<b>Date 07/31/2017</b>	

<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.

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 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
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U.S. Department of Housing and Urban Development  
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 Expires 06/30/2017

Part II: Supporting Pages								
PHA Name: Community Development Authority of the City of Madison		Grant Type and Number Capital Fund Program Grant No: WI39P00350117 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2017			
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>	
WI003000200 Scattered Site	Operations	1406		\$54,245.20				
WI003000300 Bjarnes Romnes Apts.	Operations	1406		\$89,010.60				
WI003000400 Brittingham Apts.	Operations	1406		\$59,524.20				
WI003000500 Truax Park Apts. LLC	Operations	1406		\$14,414.00				
WI003000600 Truax Phase II	Operations	1406		\$6,141.00				
WI003000200 Scattered Site	Mgt. Imps.	1408		\$4,857.74				
WI003000300 Bjarnes Romnes Apts.	Mgt. Imps.	1408		\$7,971.04				
WI003000400 Brittingham Apts.	Mgt. Imps.	1408		\$5,330.49				
WI003000500 Truax Park Apts. LLC	Mgt. Imps.	1408		\$1,290.80				
WI003000600 Truax Phase II	Mgt. Imps.	1408		\$549.94				
WI003000200 Scattered Site	Administration	1410		\$27,122.60				
WI003000300 Bjarnes Romnes Apts.	Administration	1410		\$44,505.30				
WI003000400 Brittingham Apts.	Administration	1410		\$29,762.10				
WI003000500 Truax Park Apts. LLC	Administration	1410		\$7,207.00				
WI003000600 Truax Phase II	Administration	1410		\$3,070.50				

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

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

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
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U.S. Department of Housing and Urban Development  
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Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
WI003000200 Scattered Site	Fees & Costs	1430		\$8,136.78				
WI003000300 Bjarnes Romnes Apts.	Fees & Costs	1430		\$13,351.59				
WI003000400 Brittingham Apts.	Fees & Costs	1430		\$8,928.63				
WI003000500 Truax Park Apts. LLC	Fees & Costs	1430		\$2,162.10				
WI003000600 Truax Phase II	Fees & Costs	1430		\$921.15				
WI003000200 Scattered Site	Flooring	1460		\$36,433.07				
WI003000300 Bjarnes Romnes Apts.	Flooring	1460		\$59,782.79				
WI003000400 Brittingham Apts.	Flooring	1460		\$39,978.64				
WI003000500 Truax Park Apts. LLC	Flooring	1460		\$9,680.97				
WI003000600 Truax Phase II	Flooring	1460		\$4,124.52				
WI003000200 Scattered Site	Heating	1460		\$36,433.07				
WI003000300 Bjarnes Romnes Apts.	Heating	1460		\$59,782.79				
WI003000400 Brittingham Apts.	Heating	1460		\$39,978.64				
WI003000500 Truax Park Apts. LLC	Heating	1460		\$9,680.97				
WI003000600 Truax Phase II	Heating	1460		\$4,124.52				

<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  
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Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
WI003000200 Scattered Site	On Demand	1460		\$7,286.61				
WI003000300 Bjarnes Romnes Apts.	On Demand	1460		\$11,956.56				
WI003000400 Brittingham Apts.	On Demand	1460		\$7,995.73				
WI003000500 Truax Park Apts. LLC	On Demand	1460		\$1,936.19				
WI003000600 Truax Phase II	On Demand	1460		\$824.90				
WI003000200 Scattered Site	Parking Repave	1460		\$72,866.14				
WI003000300 Bjarnes Romnes Apts.	Parking Repave	1460		\$119,565.59				
WI003000400 Brittingham Apts.	Parking Repave	1460		\$79,957.28				
WI003000500 Truax Park Apts. LLC	Parking Repave	1460		\$19,361.95				
WI003000600 Truax Phase II	Parking Repave	1460		\$8,249.04				
WI003000200 Scattered Site	Exterior Lighting	1460		\$17,772.60				
WI003000300 Bjarnes Romnes Apts.	Exterior Lighting	1460		\$29,162.94				
WI003000400 Brittingham Apts.	Exterior Lighting	1460		\$19,502.18				
WI003000500 Truax Park Apts. LLC	Exterior Lighting	1460		\$4,722.52				
WI003000600 Truax Phase II	Exterior Lighting	1460		\$2,012.00				

<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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Expires 06/30/2017.

[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.



<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350118 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Original Annual Statement                         </div> <div> <input type="checkbox"/> Reserve for Disasters/Emergencies                         </div> <div> <input checked="" type="checkbox"/> Revised Annual Statement (Revision No: 1 )                         </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div> <input type="checkbox"/> Performance and Evaluation Report for Period Ending:                         </div> <div> <input type="checkbox"/> Final Performance and Evaluation Report                         </div> </div>					
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	\$316,786.00	\$316,786.00		
3	1408 Management Improvement	\$10,000.00	\$10,000.00		
4	1410 Administration	\$158,394.00	\$158,394.00		
5	1480 General Capital Activity	\$1,113,087.00	\$1,113,087.00		
6	1492 MovingToWorkDemonstration				
7	1501 Collater Exp / Debt Srvc				
8	1503 RAD-CFP				
9	1504 Rad Investment Activity				
10	1505 RAD-CPT				
11	1509 Preparing for, Preventing and Responding to Coronavirus (1509)				

(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 include here

<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350118 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b> <div><input type="checkbox"/> Original Annual Statement                      <input type="checkbox"/> Reserve for Disasters/Emergencies                      <input checked="" type="checkbox"/> Revised Annual Statement (Revision No: 1                      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending:                      <input type="checkbox"/> Final Performance and Evaluation Report</div>					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>(1)</sup>	
		Original	Revised <sup>(2)</sup>	Obligated	Expended
12	9000 Debt Reserves				
13	9001 Bond Debt Obligation				
14	9002 Loan Debt Obligation				
15	RESERVED				
16	RESERVED				
17	RESERVED				
18a	RESERVED				
18ba	RESERVED				
19	RESERVED				
20	RESERVED				
21	Amount of Annual Grant: (sum of lines 2-20)	\$1,598,267.00	\$1,598,267.00		

(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 include here

<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350118 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b>  <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (Revision No: 1                      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <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
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Activities				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

<b>Signature of Executive Director</b> /S/ ML6863 <b>Date</b> 10/29/2018	<b>Signature of Public Housing Director</b> <b>Date</b>
--	---

(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  
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Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Madison Community Development Authority		Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 - STEIN-SOUTH THOMPSON SIDING REPLACEMENT * 2018 (Dwelling Unit-Exterior (1480)) Description : SIDING REPLACEMENT WITH INSULATION IMPROVEMENTS * TYPE OF SIDING REMOVED - VINYL / TYPE OF SIDING REPLACEMENT - VINYL * TYPE OF INSULATION REMOVED - NONE / TYPE OF INSULATION ADDED - EXTRUDED POLYSTYRENE BOARD & FIBERGLAS BATTS & BLOWN FIBERGLASS * NO FORCE LABOR USED * NO LBP OR	1480		\$60,000.00	\$60,000.00			
WI003000200 - SCATTERED SITE	AMP 200 HEATING EQUIPMENT REPLACEMENT (Dwelling Unit-Interior (1480)) Description : AMP 200 HEATING EQUIPMENT REPLACEMENT - REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE - INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE - NO DUCT WORK - NO PIPING - NO LBP, OR ASBESTOS, ABATEMENT - NO FORCE LABOR	1480		\$74,258.44	\$74,258.44			

(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

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Madison Community Development Authority		Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 PROGRAMMATIC FLOORING REPACEMENT (Dwelling Unit-Interior (1480)) Description : AMP 200 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$48,390.81	\$48,390.81			
WI003000200 - SCATTERED SITE	AMP 200 TENNEY PARK PROGRAMMATIC FLOORING REPACEMENT (Dwelling Unit-Interior (1480)) Description : AMP 200 TENNEY PARK PROGRAMMATIC FLOORING REPACEMENT * REMOVE CARPET AND PAD * INSTALL LOW VOC CARPET AND PAD * RECYCLE REMOVED CARPET * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$20,000.00	\$20,000.00			

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Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Madison Community Development Authority		Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 WEBB-RETHKE DRAIN TILE ADDITION (Dwelling Unit-Interior (1480)) Description : AMP 200 WEBB-RETHKE DRAIN TILE ADDITION * REMOVE CONCRETE PERIMETER OF TWO 4- UNIT BASEMENTS * INSTALL CONCRETE PERIMETER & 4" PERFORATED DRAIN PIPE & TWO SUMP PUMPS WITH ASSOCIATED PIPING, CONTROLS AND, WIRING * INSTALLATION OF UNDERGROUND PIPING TO CITY STORM SEWER * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$30,000.00	\$30,000.00			
WI003000200 - SCATTERED SITE	AMP 200 ACCESSIBILITY IMPROVEMENTS (Dwelling Unit-Interior (1480)) Description : AMP 200 ACCESSIBILITY IMPROVEMENTS * REMOVE NOTHING * INSTALL HANDRAILS, GRAB-BARS, VISUAL FIRE ALARMS FOR THE DEAF, ACCESSIBLE SHOWERS, POWER ACTUATED DOOR OPERATORS, POWER ACTUATED DOOR LATCHES, SPECIALTY COMMUNES AND ACCESSORIES, ENHANCED ACCESS CABINETS, ACCESSIBLE APPLIANCES * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$4,209.15	\$4,209.15			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 ON DEMAND (Dwelling Unit-Interior (1480)) Description : AMP 200 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$105,733.38	\$105,733.38			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 ROMNES WATER SOFTENER REPLACEMENT (Dwelling Unit-Interior (1480)) Description : AMP 300 ROMNES WATER SOFTENER REPALLACEMENT * REMOVE WATER SOFTENING EQUIPMENT AD ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS AND ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$34,999.50	\$34,999.50			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 TURBOT SIDING REPAIR AND PAINTING (Dwelling Unit-Exterior (1480)) Description : AMP 300 TURBOT SIDING REPAIR AND PAINTING * PRESSURE WASH SIDING * INSTALL PATCHES ON SIDING AND PAINT COMPLETE UNIT * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$8,000.00	\$8,000.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 MARCONI UNIT REFURBISHMENT (Dwelling Unit-Interior (1480)) Description : AMP 300 MARCONI UNIT REFURBISHMENT * REMOVE APPLIANCES, INTERIOR DOORS, ENTRANCE DOORS, SHEETROCK, WATER HEATER, FURNACE, KITCHEN CABINETS AND COUNTERTOPS, ALL VINYL COMPOSITION TILE AND VINYL SHEET GOODS FLOORING * INSTALL HIGH EFFICIENCY APPLIANCES, SOLID CORE INTERIOR DOORS, INSULATED ENTRANCE DOORS, SHEETROCK, HIGH EFFICIENCY WATER HEATER AND ASSOCIATED PIPING, HIGH EFFICIENCY FURNACE, KITCHEN CABINETS AND COUNTERTOPS, ALL VINYL COMPOSITION TILE AND VINYL SHEET GOODS FLOORING * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$40,000.00	\$40,000.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 BRITTINGHAM PROGRAMMATIC FLOORING REPACEMENT (Dwelling Unit-Interior (1480)) Description : AMP 400 BRITTINGHAM PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$27,894.74	\$27,894.74			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 PHASE 1 PROGRAMMATIC FLOORING REPACEMENT (Dwelling Unit-Interior (1480)) Description : AMP 500 PHASE 1 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$9,896.91	\$9,896.91			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 TRAINING (Management Improvement (1408)) Description : AMP 200 TRAINING * REMOVE NONE - TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1408		\$2,149.29	\$2,149.29			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 TRAINING (Management Improvement (1408)) Description : AMP 300 TRAINING * REMOVE NONE - TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1408		\$3,822.39	\$3,822.39			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 TRAINING (Management Improvement (1408)) Description : AMP 400 TRAINING * REMOVE NONE - TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1408		\$2,882.88	\$2,882.88			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 TRAINING (Management Improvement (1408)) Description : AMP 500 TRAINING * REMOVE NONE - TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1408		\$617.76	\$617.76			
WI003000600 - TRUAX PHASE II	AMP 600 TRAINING (Management Improvement (1408)) Description : AMP 600 TRAINING * REMOVE NONE - TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1408		\$527.68	\$527.68			
WI003000200 - SCATTERED SITE	AMP 200 CAPITAL FUND ADMINISTRATION * 2018 (Administration (1410)) Description : AMP 200 CAPITAL FUND ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1410		\$33,263.00	\$33,263.00			

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Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 CAPITAL FUND ADMINISTRATION * 2018 (Administration (1410)) Description : AMP 300 CAPITAL FUND ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1410		\$61,773.00	\$61,773.00			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 CAPITAL FUND ADMINISTRATION * 2018 (Administration (1410)) Description : AMP 500 CAPITAL FUND ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1410		\$9,504.00	\$9,504.00			

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Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000600 - TRUAX PHASE II	AMP 600 CAPITAL FUND ADMINISTRATION * 2018 (Administration (1410)) Description : AMP 600 CAPITAL FUND ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1410		\$7,920.00	\$7,920.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 CAPITAL FUND ADMINISTRATION * 2018 (Administration (1410)) Description : AMP 400 CAPITAL FUND ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1410		\$45,934.00	\$45,934.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 Operations (Operations (1406)) Description : AMP 200 Site Operations Support	1406		\$66,525.00	\$66,525.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 Operations (Operations (1406)) Description : AMP 300 Site Operations Support	1406		\$123,547.00	\$123,547.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 Operations (Operations (1406)) Description : AMP 400 Site Operations Support	1406		\$91,868.00	\$91,868.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 Operations (Operations (1406)) Description : AMP 500 Site Operations Support	1406		\$19,007.00	\$19,007.00			
WI003000600 - TRUAX PHASE II	AMP 600 Operations (Operations (1406)) Description : AMP 600 Site Operations Support	1406		\$15,839.00	\$15,839.00			
WI003000200 - SCATTERED SITE	AMP 200 ARCHITECTURAL AND ENGINEERING (Contract Administration (1480)) Description : AMP 200 ARCHITECTURAL AND ENGINEERING * REMOVE NONE - PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$9,365.36	\$9,365.36			

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Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 PROGRAMMATIC FLOORING REPACEMENT (Dwelling Unit-Interior (1480)) Description : AMP 300 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$73,817.54	\$73,817.54			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 ACCESSIBILITY IMPROVEMENTS (Dwelling Unit-Interior (1480)) Description : AMP 300 ACCESSIBILITY IMPROVEMENTS * REMOVE NOTHING * INSTALL HANDRAILS, GRAB-BARS, VISUAL FIRE ALARMS FOR THE DEAF, ACCESSIBLE SHOWERS, POWER ACTUATED DOOR OPERATORS, POWER ACTUATED DOOR LATCHES, SPECIALTY COMMODES AND ACCESSORIES, ENHANCED ACCESS CABINETS, ACCESSIBLE APPLIANCES * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$7,712.42	\$7,712.42			

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Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 ACCESSIBILITY IMPROVEMENTS (Dwelling Unit-Interior (1480)) Description : AMP 400 ACCESSIBILITY IMPROVEMENTS * REMOVE NOTHING * INSTALL HANDRAILS, GRAB-BARS, VISUAL FIRE ALARMS FOR THE DEAF, ACCESSIBLE SHOWERS, POWER ACTUATED DOOR OPERATORS, POWER ACTUATED DOOR LATCHES, SPECIALTY COMMUNES AND ACCESSORIES, ENHANCED ACCESS CABINETS, ACCESSIBLE APPLIANCES * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$5,803.92	\$5,803.92			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 ACCESSIBILITY IMPROVEMENTS (Dwelling Unit-Interior (1480)) Description : AMP 500 ACCESSIBILITY IMPROVEMENTS * REMOVE NOTHING * INSTALL HANDRAILS, GRAB-BARS, VISUAL FIRE ALARMS FOR THE DEAF, ACCESSIBLE SHOWERS, POWER ACTUATED DOOR OPERATORS, POWER ACTUATED DOOR LATCHES, SPECIALTY COMMUNES AND ACCESSORIES, ENHANCED ACCESS CABINETS, ACCESSIBLE APPLIANCES * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$1,228.76	\$1,228.76			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000600 - TRUAX PHASE II	AMP 600 ACCESSIBILITY IMPROVEMENTS (Dwelling Unit-Interior (1480)) Description : AMP 600 ACCESSIBILITY IMPROVEMENTS * REMOVE NOTHING * INSTALL HANDRAILS, GRAB-BARS, VISUAL FIRE ALARMS FOR THE DEAF, ACCESSIBLE SHOWERS, POWER ACTUATED DOOR OPERATORS, POWER ACTUATED DOOR LATCHES, SPECIALTY COMMUNES AND ACCESSORIES, ENHANCED ACCESS CABINETS, ACCESSIBLE APPLIANCES * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$1,045.75	\$1,045.75			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 ON DEMAND (Dwelling Unit- Interior (1480)) Description : AMP 300 ON DEMAND * REMOVE NOTHING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$196,257.41	\$196,257.41			

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Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Madison Community Development Authority		Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 ON DEMAND (Dwelling Unit-Interior (1480)) Description : AMP 400 ON DEMAND * REMOVE NOTHING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$146,004.04	\$146,004.04			
WI003000600 - TRUAX PHASE II	AMP 600 ON DEMAND (Dwelling Unit-Interior (1480)) Description : AMP 600 ON DEMAND * REMOVE NOTHING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE LABOR	1480		\$25,218.19	\$25,218.19			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 ON DEMAND (Dwelling Unit-Interior (1480)) Description : AMP 500 ON DEMAND * REMOVE NOTHING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT * NO FORCE	1480		\$30,235.68	\$30,235.68			

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<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	

WI003000300 - BJARNES ROMNES APARTMENTS	Copy of AMP 300 HEATING EQUIPMENT REPLACEMENT (Dwelling Unit-Interior (1480)) Description : AMP 300 HEATING EQUIPMENT REPLACEMENT - REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE - INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE - NO DUCT WORK - NO PIPING - NO LBP, OR ASBESTOS, ABATEMENT - NO FORCE LABOR	1480		\$117,880.36	\$117,880.36			
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WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 ARCHITECTURAL AND ENGINEERING (Contract Administration (1480)) Description : AMP 300 ARCHITECTURAL AND ENGINEERING * REMOVE NONE - PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT	1480		\$17,160.13	\$17,160.13			
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(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

<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	

IF ENCOUNTERED \* NO FORCE  
LABOR

WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 ARCHITECTURAL AND ENGINEERING (Contract Administration (1480)) Description : AMP 400 ARCHITECTURAL AND ENGINEERING * REMOVE NONE - PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE	1480		\$12,913.73	\$12,913.73			
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IF ENCOUNTERED \* NO FORCE  
LABOR

WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 ARCHITECTURAL AND ENGINEERING (Contract Administration (1480)) Description : AMP 500 ARCHITECTURAL AND ENGINEERING * REMOVE NONE - PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT	1480		\$2,733.99	\$2,733.99			
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(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



<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350118 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
<b>Development Number Name/PHA-Wide Activities</b>	<b>General Description of Major Work Categories</b>	<b>Development Account No.</b>	<b>Quantity</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>(2)</sup></b>		<b>Status of Work</b>
				<b>Original</b>	<b>Revised <sup>(1)</sup></b>	<b>Funds Obligated</b>	<b>Funds Expended</b>	

IF ENCOUNTERED \* NO FORCE  
LABOR

WI003000600 - TRUAX PHASE II	AMP 600 ARCHITECTURAL AND ENGINEERING (Contract Administration (1480)) Description : AMP 600 ARCHITECTURAL AND ENGINEERING * REMOVE NONE - PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE	1480		\$2,326.79	\$2,326.79			
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IF ENCOUNTERED \* NO FORCE  
LABOR

	Total:			\$1,598,267.00	\$1,598,267.00			
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(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

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Madison Community Development Authority					Federal FFY of Grant:
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>(1)</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

(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.

<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350119 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 45%;"> <input type="checkbox"/> Original Annual Statement                         </div> <div style="width: 45%;"> <input type="checkbox"/> Reserve for Disasters/Emergencies                         <div style="margin-top: 10px;"> <input type="checkbox"/> Performance and Evaluation Report for Period Ending:                         </div> </div> <div style="width: 45%;"> <input checked="" type="checkbox"/> Revised Annual Statement (Revision No: 1 )                         <div style="margin-top: 10px;"> <input type="checkbox"/> Final Performance and Evaluation Report                         </div> </div> </div>					
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	\$335,270.00	\$335,270.00		
3	1408 Management Improvement	\$10,000.00	\$10,000.00		
4	1410 Administration	\$167,635.00	\$167,635.00		
5	1480 General Capital Activity	\$1,163,445.00	\$1,171,849.00		
6	1492 MovingToWorkDemonstration				
7	1501 Collater Exp / Debt Srvc				
8	1503 RAD-CFP				
9	1504 Rad Investment Activity				
10	1505 RAD-CPT				
11	1509 Preparing for, Preventing and Responding to Coronavirus (1509)				

(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 include here

<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350119 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b>  <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (Revision No: 1                      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <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
12	9000 Debt Reserves				
13	9001 Bond Debt Obligation				
14	9002 Loan Debt Obligation				
15	RESERVED				
16	RESERVED				
17	RESERVED				
18a	RESERVED				
18ba	RESERVED				
19	RESERVED				
20	RESERVED				
21	Amount of Annual Grant: (sum of lines 2-20)	\$1,676,350.00	\$1,684,754.00		

(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 include here

<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350119 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b>  <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (Revision No: 1                      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <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
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Activities				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

<b>Signature of Executive Director</b> /S/ MTM516 <b>Date</b> 07/09/2020	<b>Signature of Public Housing Director</b> <b>Date</b>
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(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 include here

Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 PROGRAMMATIC FLOORING REPACEMENT * 2019 (Dwelling Unit- Interior (1480)) Description : AMP 200 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$27,835.89	\$27,835.89			
WI003000200 - SCATTERED SITE	AMP 200 CAPITAL FUND ADMINISTRATION * 2019 (Administration (1410)) Description : AMP 200 CAPITAL FUND ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR ADMINISTRATION OF CAPITAL FUND	1410		\$35,203.00	\$35,203.00			

(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

Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 PROGRAMMATIC FLOORING REPACEMENT * 2019 (Dwelling Unit- Interior (1480)) Description : AMP 300 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$56,976.92	\$56,976.92			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 PROGRAMMATIC FLOORING REPACEMENT * 2019 (Dwelling Unit- Interior (1480)) Description : AMP 400 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$16,509.14	\$16,509.14			

(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

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Madison Community Development Authority		Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 PROGRAMMATIC FLOORING REPACEMENT * 2019 (Dwelling Unit- Interior (1480)) Description : AMP 500 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$9,146.04	\$9,146.04			
WI003000200 - SCATTERED SITE	AMP 200 HEATING EQUIPMENT REPLACEMENT * 2019 (Dwelling Unit- Interior (1480)) Description : AMP 200 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$8,665.79	\$8,665.79			

(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



Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 HEATING EQUIPMENT REPLACEMENT * 2019 (Dwelling Unit- Interior (1480)) Description : AMP 300 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO	1480		\$22,913.16	\$22,913.16			

LBP, OR ASBESTOS, ABATEMENT  
ANTICIPATED BUT WILL REMEDIATE  
IF ENCOUNTERED \* NO FORCE  
LABOR

WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 HEATING EQUIPMENT REPLACEMENT * 2019 (Dwelling Unit- Interior (1480)) Description : AMP 400 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO	1480		\$5,921.05	\$5,921.05			
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LBP, OR ASBESTOS, ABATEMENT  
ANTICIPATED BUT WILL REMEDIATE  
IF ENCOUNTERED \* NO FORCE  
LABOR

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 OPERATIONS * 2019 (Operations (1406)) Description : AMP 200 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$70,407.00	\$70,407.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 OPERATIONS * 2019 (Operations (1406)) Description : AMP 300 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$130,755.00	\$130,755.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 OPERATIONS * 2019 (Operations (1406)) Description : AMP 400 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$97,228.00	\$97,228.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 OPERATIONS * 2019 (Operations (1406)) Description : AMP 500 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$20,116.00	\$20,116.00			
WI003000600 - TRUAX PHASE II	AMP 600 OPERATIONS * 2019 (Operations (1406)) Description : AMP 600 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$16,764.00	\$16,764.00			
WI003000200 - SCATTERED SITE	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * 2019 (Management Improvement (1408)) Description : AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$2,100.00	\$2,100.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * 2019 (Management Improvement (1408)) Description : AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$3,900.00	\$3,900.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 MANAGEMENT IMPROVEMENTS * TRAINING * 2019 (Management Improvement (1408)) Description : AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$2,900.00	\$2,900.00			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING * 2019 (Management Improvement (1408)) Description : AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$600.00	\$600.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000600 - TRUAX PHASE II	AMP 600 MANAGEMENT IMPROVEMENTS * TRAINING * 2019 (Management Improvement (1408)) Description : AMP 600 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$500.00	\$500.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 CAPITAL FUND ADMINISTRATION * 2019 (Administration (1410)) Description : AMP 300 CAPITAL FUND ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1410		\$65,378.00	\$65,378.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 CAPITAL FUND ADMINISTRATION * 2019 (Administration (1410)) Description : AMP 400 CAPITAL FUND ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE	1410		\$48,614.00	\$48,614.00			

(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

<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	

LABOR

WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 CAPITAL FUND ADMINISTRATION * 2019 (Administration (1410)) Description : AMP 500 CAPITAL FUND ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE	1410		\$10,058.00	\$10,058.00			
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LABOR

WI003000600 - TRUAX PHASE II	AMP 600 CAPITAL FUND ADMINISTRATION * 2019 (Administration (1410)) Description : AMP 600 CAPITAL FUND ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE	1410		\$8,382.00	\$8,382.00			
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(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

<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	

WI003000200 - SCATTERED SITE	AMP 200 NON-DWELLING EQUIPMENT * 2019 (Non-Dwelling Equipment- Expendable/Non-Expendable (1480)) Description : AMP 200 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT	1480		\$3,223.94	\$3,223.94			
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WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 NON-DWELLING EQUIPMENT * 2019 (Non-Dwelling Equipment- Expendable/Non-Expendable (1480)) Description : AMP 300 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR	1480		\$5,733.59	\$5,733.59			
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(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	

EQUIPMENT, VIDEO SURVEILLANCE  
EQUIPMENT

WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 NON-DWELLING EQUIPMENT * 2019 (Non-Dwelling Equipment- Expendable/Non-Expendable (1480)) Description : AMP 400 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER AMP 500 NON- DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT	1480		\$4,324.32	\$4,324.32			
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(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



Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 NON-DWELLING EQUIPMENT * 2019 (Non-Dwelling Equipment-Expendable/Non-Expendable (1480)) Description : AMP 500 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT	1480		\$926.64	\$926.64			
WI003000600 - TRUAX PHASE II	AMP 600 NON-DWELLING EQUIPMENT * 2019 (Non-Dwelling Equipment-Expendable/Non-Expendable (1480)) Description : AMP 600 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT	1480		\$791.51	\$791.51			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 ARCHITECTURAL AND ENGINEERING * 2019 (Contract Administration (1480)) Description : AMP 200 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$8,102.61	\$8,102.61			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 ARCHITECTURAL AND ENGINEERING * 2019 (Contract Administration (1480)) Description : AMP 300 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$14,846.41	\$14,846.41			

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(2) To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 ARCHITECTURAL AND ENGINEERING * 2019 (Contract Administration (1480)) Description : AMP 400 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$11,172.55	\$11,172.55			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 ARCHITECTURAL AND ENGINEERING * 2019 (Contract Administration (1480)) Description : AMP 500 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$2,365.36	\$2,365.36			

(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

Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000600 - TRUAX PHASE II	AMP 600 ARCHITECTURAL AND ENGINEERING * 2019 (Contract Administration (1480)) Description : AMP 600 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$2,013.07	\$2,013.07			

WI003000200 - SCATTERED SITE	AMP 200 ON DEMAND * 2019 (Dwelling Unit-Exterior (1480),Dwelling Unit-Interior (1480)) Description : AMP 200 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$196,495.22	\$196,495.22			
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(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

Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 ON DEMAND * 2019 (Dwelling Unit-Exterior (1480),Dwelling Unit-Interior (1480)) Description : AMP 300 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$353,273.47	\$353,273.47			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 ON DEMAND * 2019 (Dwelling Unit-Exterior (1480),Dwelling Unit-Interior (1480)) Description : AMP 400 ON DEMAND * REMOVE NOTHING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$299,471.99	\$307,875.99			

(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

Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 ON DEMAND * 2019 (Dwelling Unit-Interior (1480),Dwelling Unit-Exterior (1480)) Description : AMP 500 ON DEMAND * REMOVE NOTHING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$57,368.66	\$57,368.66			
WI003000600 - TRUAX PHASE II	AMP 600 ON DEMAND * 2019 (Dwelling Unit-Exterior (1480),Dwelling Unit-Interior (1480)) Description : AMP 600 ON DEMAND * REMOVE NOTHING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$55,367.67	\$55,367.67			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350119 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
	Total:			\$1,676,350.00	\$1,684,754.00			

(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

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Madison Community Development Authority					Federal FFY of Grant:
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>(1)</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

(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.



<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350120 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b> <input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (Revision No:                      )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
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	\$358,907.00			
3	1408 Management Improvement	\$20,000.00			
4	1410 Administration	\$179,454.00			
5	1480 General Capital Activity	\$1,236,174.00			
6	1492 MovingToWorkDemonstration				
7	1501 Collater Exp / Debt Srvc				
8	1503 RAD-CFP				
9	1504 Rad Investment Activity				
10	1505 RAD-CPT				
11	1509 Preparing for, Preventing and Responding to Coronavirus (1509)				

(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 include here

<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350120 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b> <input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (Revision No:                      )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>(1)</sup>	
		Original	Revised <sup>(2)</sup>	Obligated	Expended
12	9000 Debt Reserves				
13	9001 Bond Debt Obligation				
14	9002 Loan Debt Obligation				
15	RESERVED				
16	RESERVED				
17	RESERVED				
18a	RESERVED				
18ba	RESERVED				
19	RESERVED				
20	RESERVED				
21	Amount of Annual Grant: (sum of lines 2-20)	\$1,794,535.00			

(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 include here

<b>Part I: Summary</b>					
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350120 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b> <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b> <input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (Revision No:                      )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>(1)</sup>	
		Original	Revised <sup>(2)</sup>	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Activities				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

<b>Signature of Executive Director</b> /S/ MTM516 <b>Date</b> 07/03/2020	<b>Signature of Public Housing Director</b> <b>Date</b>
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(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 include here

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 PROGRAMMATIC FLOORING REPACEMENT * 2020 (Dwelling Unit- Interior (1480)) Description : AMP 200 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDiate IF ENCOUNTERED * NO FORCE LABOR	1480		\$44,790.82				
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 PROGRAMMATIC FLOORING REPACEMENT * 2020 (Dwelling Unit- Interior (1480)) Description : PROGRAMMATIC FLOORING REPLACEMENT ON AN AS- VACATED BASIS	1480		\$77,417.54				

(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

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Madison Community Development Authority		Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 PROGRAMMATIC FLOORING REPACEMENT * 2020 (Dwelling Unit- Interior (1480)) Description : AMP 400 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$27,894.74				
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 PROGRAMMATIC FLOORING REPACEMENT * 2020 (Dwelling Unit- Interior (1480)) Description : AMP 500 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$9,896.91				

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 HEATING EQUIPMENT REPLACEMENT * 2020 (Dwelling Unit- Interior (1480)) Description : AMP 200 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$28,910.53				
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 HEATING EQUIPMENT REPLACEMENT * 2020 (Dwelling Unit- Interior (1480)) Description : AMP 300 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$63,623.51				

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Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 HEATING EQUIPMENT REPLACEMENT * 2020 (Dwelling Unit-Interior (1480)) Description : AMP 400 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$3,947.37				
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 COMMON AREA REFURBISHMENT * 2020 (Dwelling Unit-Interior (1480)) Description : AMP 300 COMMON AREA REFURBISHMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS, LOW EFFICIENCY LIGHT BULBS OR FIXTURES * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS, NEW BASE MOLDING, PAINTING OF WALLS AND CEILINGS, NEW HIGH-EFFICIENCY LIGHT BULBS AND/OR FIXTURES. * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE	1480		\$82,394.90				

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<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
<b>Development Number Name/PHA-Wide Activities</b>	<b>General Description of Major Work Categories</b>	<b>Development Account No.</b>	<b>Quantity</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>(2)</sup></b>		<b>Status of Work</b>
				<b>Original</b>	<b>Revised <sup>(1)</sup></b>	<b>Funds Obligated</b>	<b>Funds Expended</b>	

WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 COMMON AREA REFURBISHMENT * 2020 (Dwelling Unit-Interior (1480)) Description : AMP 400 COMMON AREA REFURBISHMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS, NEW BASE MOLDING, PAINTING OF WALLS AND CEILINGS, NEW HIGH-EFFICIENCY LIGHT BULBS AND/OR FIXTURES. * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$205,010.10				
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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * 2020 (Management Improvement (1408)) Description : AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$4,299.00				
Not associated with any specific development	CAPITAL FUND ADMINISTRATION * 2020 (Administration (1410)) Description : CAPITAL FUND PROGRAM FEE * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDiate IF ENCOUNTERED * NO FORCE LABOR	1410		\$179,454.00				
WI003000200 - SCATTERED SITE	AMP 200 OPERATIONS * 2020 (Operations (1406)) Description : AMP 200 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$75,370.00				

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(2) To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 OPERATIONS * 2020 (Operations (1406)) Description : AMP 300 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$132,796.00				
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 OPERATIONS * 2020 (Operations (1406)) Description : AMP 400 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$100,494.00				
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 OPERATIONS * 2020 (Operations (1406)) Description : AMP 500 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$32,302.00				

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000600 - TRUAX PHASE II	AMP 600 OPERATIONS * 2020 (Operations (1406)) Description : AMP 600 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$17,945.00				
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * 2020 (Management Improvement (1408)) Description : AMP 300 MANAGEMENT IMPROVEMENTS * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$7,645.00				
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 MANAGEMENT IMPROVEMENTS * TRAINING * 2020 (Management Improvement (1408)) Description : AMP 400 MANAGEMENT IMPROVEMENTS * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$5,766.00				

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING * 2020 (Management Improvement (1408)) Description : AMP 500 MANAGEMENT IMPROVEMENTS * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$1,236.00				
WI003000600 - TRUAX PHASE II	AMP 600 MANAGEMENT IMPROVEMENTS * TRAINING * 2020 (Management Improvement (1408)) Description : AMP 600 MANAGEMENT IMPROVEMENTS * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$1,054.00				
WI003000200 - SCATTERED SITE	AMP 200 ARCHITECTURAL AND ENGINEERING * 2020 (Contract Administration (1480)) Description : AMP 200 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$5,050.98				

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 ARCHITECTURAL AND ENGINEERING * 2020 (Contract Administration (1480)) Description : AMP 300 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$9,254.90				
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 ARCHITECTURAL AND ENGINEERING * 2020 (Contract Administration (1480)) Description : AMP 400 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$6,964.71				

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 ARCHITECTURAL AND ENGINEERING * 2020 (Contract Administration (1480)) Description : AMP 500 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$1,474.51				
WI003000600 - TRUAX PHASE II	AMP 600 ARCHITECTURAL AND ENGINEERING * 2020 (Contract Administration (1480)) Description : AMP 600 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$1,254.90				

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(2) To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	Tenney Park Apartments Parking Lot Improvements (Dwelling Unit-Site Work (1480)) Description : Parking lot improvements at 2 parking lots including excavation, base course, asphalt, striping, signs, excavation and backfill for walls, railings, sidewalk ramp, landscaping, and 2 dumpster enclosures.	1480		\$274,000.00				
WI003000200 - SCATTERED SITE	EMCC Lighting Upgrades (Dwelling Unit-Interior (1480)) Description : Light fixture replacement with LED fixtures including disposal. Includes Gymnasium, multipurpose room and 2 bathrooms.	1480		\$22,800.00				
WI003000300 - BJARNES ROMNES APARTMENTS	Tree Removal (Dwelling Unit-Site Work (1480)) Description : Removal and disposal of 35 Emerald Ash trees, including stump grinding and removal.	1480		\$3,500.00				

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	East Amp On Demand (Dwelling Unit- Exterior (1480),Dwelling Unit-Interior (1480)) Description : AMP 200 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE	1480		\$67,496.00				
WI003000300 - BJARNES ROMNES APARTMENTS	West Amp On Demand (Dwelling Unit- Exterior (1480),Dwelling Unit-Interior (1480)) Description : AMP 300 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$125,350.00				

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Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	Triangle Amp (Dwelling Unit-Exterior (1480),Dwelling Unit-Interior (1480)) Description : AMP 400 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$139,787.40				
WI003000500 - TRUAX PARK APARTMENTS LLC	Truax 1 On Demand (Dwelling Unit-Exterior (1480),Dwelling Unit-Interior (1480)) Description : AMP 500 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$19,285.00				

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350120 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000600 - TRUAX PHASE II	Truax 2 On Demand (Dwelling Unit- Exterior (1480),Dwelling Unit-Interior (1480)) Description : AMP 600 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$16,069.18				
	Total:			\$1,794,535.00				

(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

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Madison Community Development Authority					Federal FFY of Grant:
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>(1)</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

(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.

<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350121 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b> <div><input type="checkbox"/> Original Annual Statement                      <input type="checkbox"/> Reserve for Disasters/Emergencies                      <input checked="" type="checkbox"/> Revised Annual Statement (Revision No: 1                      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending:                      <input type="checkbox"/> Final Performance and Evaluation Report</div>					
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	\$371,079.00	\$371,079.00		
3	1408 Management Improvement	\$20,265.00	\$20,265.00		
4	1410 Administration	\$191,386.00	\$191,386.00		
5	1480 General Capital Activity	\$1,331,135.00	\$1,331,135.00		
6	1492 MovingToWorkDemonstration				
7	1501 Collater Exp / Debt Srvc				
8	1503 RAD-CFP				
9	1504 Rad Investment Activity				
10	1505 RAD-CPT				
11	1509 Preparing for, Preventing and Responding to Coronavirus (1509)				

(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 include here

<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350121 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b>  <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (Revision No: 1                      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <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
12	9000 Debt Reserves				
13	9001 Bond Debt Obligation				
14	9002 Loan Debt Obligation				
15	RESERVED				
16	RESERVED				
17	RESERVED				
18a	RESERVED				
18ba	RESERVED				
19	RESERVED				
20	RESERVED				
21	Amount of Annual Grant: (sum of lines 2-20)	\$1,913,865.00	\$1,913,865.00		

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(3) PHAs with under 250 units in management may use 100% of CFP Grants for operations  
(4) RHF funds shall be include here

<b>Part I: Summary</b>					
<b>PHA Name:</b>  Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No.      WI39P00350121 Replacement Housing Factor Grant No. Date of CFFP:		<b>FFY of Grant:</b>  <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b> <div><input type="checkbox"/> Original Annual Statement                      <input type="checkbox"/> Reserve for Disasters/Emergencies                      <input checked="" type="checkbox"/> Revised Annual Statement (Revision No: 1                      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending:                      <input type="checkbox"/> Final Performance and Evaluation Report</div>					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>(1)</sup>	
		Original	Revised <sup>(2)</sup>	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Activities				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

<b>Signature of Executive Director</b>	<b>Date</b>	<b>Signature of Public Housing Director</b>	<b>Date</b>
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(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 include here

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 HEATING EQUIPMENT REPLACEMENT * 2021 (Dwelling Unit- Interior (1480)) Description : AMP 200 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * DUCT WORK * PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$80,000.00	\$80,000.00			
WI003000200 - SCATTERED SITE	AMP 200 PROGRAMMATIC FLOORING REPAACEMENT * 2021 (Dwelling Unit- Interior (1480)) Description : AMP 200 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDiate IF ENCOUNTERED * NO FORCE LABOR	1480		\$37,000.00	\$37,000.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * 2021 (Management Improvement (1408)) Description : AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$4,299.00	\$4,299.00			
WI003000200 - SCATTERED SITE	AMP 200 OPERATIONS * 2021 (Operations (1406)) Description : AMP 200 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$75,370.00	\$75,370.00			
Not associated with any specific development	AMP 200 CAPITAL FUND ADMINISTRATION * 2021 (Administration (1410)) Description : CAPITAL FUND PROGRAM FEE FOR ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDiate IF ENCOUNTERED * NO FORCE LABOR	1410		\$191,386.00	\$191,386.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 OPERATIONS * 2021 (Operations (1406)) Description : AMP 300 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$141,626.00	\$141,626.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 OPERATIONS * 2021 (Operations (1406)) Description : AMP 400 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$100,494.00	\$100,494.00			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 OPERATIONS * 2021 (Operations (1406)) Description : AMP 500 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$34,450.00	\$34,450.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000600 - TRUAX PHASE II	AMP 600 OPERATIONS * 2021 (Operations (1406)) Description : AMP 600 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT	1406		\$19,139.00	\$19,139.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * 2021 (Management Improvement (1408)) Description : AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$7,400.00	\$7,400.00			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING * 2021 (Management Improvement (1408)) Description : AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$1,800.00	\$1,800.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000600 - TRUAX PHASE II	AMP 600 MANAGEMENT IMPROVEMENTS * TRAINING * 2021 (Management Improvement (1408)) Description : AMP 600 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$1,000.00	\$1,000.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 HEATING EQUIPMENT REPLACEMENT * 2021 (Dwelling Unit- Interior (1480)) Description : AMP 300 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$20,000.00	\$20,000.00			

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Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Madison Community Development Authority		Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 HEATING EQUIPMENT REPLACEMENT * 2021 (Dwelling Unit-Interior (1480)) Description : AMP 400 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$50,000.00	\$50,000.00			
WI003000200 - SCATTERED SITE	AMP 200 PARKING Lot Seal and Stripe * 2021 (Dwelling Unit-Site Work (1480)) Description : AMP 200 PARKING Lot Seal and Stripe * NEW SEALING AND STRIPING, SIGNAGE AS NEEDED. * NO FORCE LABOR	1480		\$30,000.00	\$30,000.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 PARKING RE-PAVE * 2021 (Dwelling Unit-Site Work (1480)) Description : AMP 300 PARKING RE- PAVE * REMOVE BITUMINOUS ASPHALTIC CONCRETE, DETERIORATED CONCRETE CURB, UNSUITABLE SUPPORT BASE * INSTALL NEW SUPPORT BASE, NEW CONCRETE ACCESSORIES SUCH AS RAMPS, CURBS AND DUMPSTER ENCLOSURES, NEW STRIPING, SIGNAGE AS NEEDED. * NO FORCE LABOR	1480		\$30,000.00	\$30,000.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 INTERIOR/EXTERIOR LIGHTING UPGRADES * 2021 (Dwelling Unit-Site Work (1480)) Description : AMP 400 EXTERIOR LIGHTING UPGRADES * REMOVE EXTERIOR - LOW EFFICIENCY BULBS AND FIXTURES, COSTS TO INCLUDE RECYCLING AS NEEDED * INSTALL NEW HIGH EFFICIENCY BULBS AND FIXTURES * NO FORCE LABOR	1480		\$75,000.00	\$75,000.00			

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(2) To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 ARCHITECTURAL AND ENGINEERING * 2021 (Contract Administration (1480)) Description : AMP 200 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$4,209.00	\$4,209.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 ARCHITECTURAL AND ENGINEERING * 2021 (Contract Administration (1480)) Description : AMP 300 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$7,712.00	\$7,712.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 ARCHITECTURAL AND ENGINEERING * 2021 (Contract Administration (1480)) Description : AMP 400 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$5,804.00	\$5,804.00			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 ARCHITECTURAL AND ENGINEERING * 2021 (Contract Administration (1480)) Description : AMP 500 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$2,429.00	\$2,429.00			

(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

Part II: Supporting Pages								
PHA Name:		Grant Type and Number				Federal FFY of Grant:		
Madison Community Development Authority		Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000600 - TRUAX PHASE II	AMP 600 ARCHITECTURAL AND ENGINEERING * 2021 (Contract Administration (1480)) Description : AMP 600 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE	1480		\$2,429.00	\$2,429.00			

WI003000200 - SCATTERED SITE	AMP 200 ON DEMAND * 2021 (Dwelling Unit-Interior (1480)) Description : AMP 200 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR	1480		\$102,138.00	\$97,138.00			
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ASBESTOS, ABATEMENT  
 ANTICIPATED BUT WILL REMEDIATE  
 IF ENCOUNTERED \* NO FORCE  
 LABOR

(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



Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 ON DEMAND * 2021 (Dwelling Unit-Interior (1480)) Description : AMP 300 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$156,634.00	\$131,634.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 ON DEMAND * 2021 (Dwelling Unit-Interior (1480)) Description : AMP 400 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR	1480		\$84,518.00	\$84,518.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 MANAGEMENT IMPROVEMENTS * TRAINING * 2021 (Management Improvement (1408)) Description : AMP 400 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED	1408		\$5,766.00	\$5,766.00			
WI003000200 - SCATTERED SITE	AMP 200 NON-DWELLING EQUIPMENT * 2021 (Non-Dwelling Equipment-Expendable/Non-Expendable (1480)) Description : AMP 200 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT	1480		\$5,261.00	\$5,261.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 NON-DWELLING EQUIPMENT * 2021 (Non-Dwelling Equipment- Expendable/Non-Expendable (1480)) Description : AMP 300 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT	1480		\$20,000.00	\$20,000.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 NON-DWELLING EQUIPMENT * 2021 (Non-Dwelling Equipment- Expendable/Non-Expendable (1480)) Description : AMP 400 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT	1480		\$50,000.00	\$50,000.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000600 - TRUAX PHASE II	AMP 600 NON-DWELLING EQUIPMENT * 2021 (Non-Dwelling Equipment- Expendable/Non-Expendable (1480)) Description : AMP 600 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT	1480		\$4,000.00	\$4,000.00			
WI003000300 - BJARNES ROMNES APARTMENTS	Amp 300 Grounds Improvements (Dwelling Unit-Site Work (1480)) Description : Grounds improvements at multiple scattered sites. Includes retaining walls, foundation work, and general landscaping.	1480		\$30,000.00	\$30,000.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 TRANSFORMER REMOVAL REPAIRS (Dwelling Unit-Interior (1480)) Description : Concrete work to repair and fill interior space formerly used by the utility company to house transformers.	1480		\$10,000.00	\$10,000.00			
WI003000200 - SCATTERED SITE	AMP 200 ROOF REPLACEMENTS (Dwelling Unit-Exterior (1480)) Description : Roof replacements at A Site	1480		\$100,000.00	\$100,000.00			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 NON-DWELLING EQUIPMENT * 2021 (Non-Dwelling Equipment-Expendable/Non-Expendable (1480)) Description : AMP 500 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT	1480		\$4,000.00	\$4,000.00			

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(2) To be completed for the Performance and Evaluation Report

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 GUTTER REPLACEMENTS (Dwelling Unit-Exterior (1480)) Description : Replace gutters at Tenney Park Apartments.	1480		\$15,001.00	\$15,001.00			
WI003000200 - SCATTERED SITE	AMP 200 FULL UNIT REHAB (Dwelling Unit-Interior (1480)) Description : Complete a full interior unit rehab	1480		\$30,000.00	\$27,000.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 FULL UNIT REHAB (Dwelling Unit-Interior (1480)) Description : Complete a full interior rehab for unit	1480		\$30,000.00	\$27,000.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 FULL UNIT REHAB (Dwelling Unit-Interior (1480)) Description : Complete a full unit interior rehab	1480		\$30,000.00	\$27,000.00			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 FULL UNIT REHAB (Dwelling Unit-Interior (1480)) Description : Complete a full interior unit rehab	1480		\$30,000.00	\$27,000.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 Gutter Replacement (Dwelling Unit-Exterior (1480)) Description : Replace gutters at Blackhawk	1480		\$10,000.00	\$10,000.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 Waterproof Basement (Dwelling Unit-Interior (1480)) Description : Repair/Waterproof the basements for units Elder, Doncaster, and Temkin	1480		\$30,000.00	\$30,000.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 Siding Replacment (Dwelling Unit-Exterior (1480)) Description : Replace Damaged Siding at Greenway	1480		\$60,000.00	\$60,000.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 Concrete Repair (Dwelling Unit-Site Work (1480)) Description : Concrete repair/replacement at several sites in AMP 300	1480		\$65,000.00	\$65,000.00			

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(2) To be completed for the Performance and Evaluation Report



Part II: Supporting Pages								
<b>PHA Name:</b> Madison Community Development Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				<b>Federal FFY of Grant:</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 New Roof (Non-Dwelling Exterior (1480)) Description : Install new roof over new trash lift and stairs at Romnes	1480		\$25,000.00	\$25,000.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 Grounds Improvements (Dwelling Unit-Site Work (1480)) Description : Remove P-gravel and replace for better drainage. Regrade/replace sidewalk	1480		\$30,000.00	\$30,000.00			
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 Interior door replacement (Dwelling Unit-Interior (1480)) Description : Replace worn entrance doors at Brittingham	1480		\$20,000.00	\$20,000.00			

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Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000200 - SCATTERED SITE	AMP 200 Repair Brick siding (Dwelling Unit-Exterior (1480)) Description : Replace/repair Brick siding on multiple unit.	1480		\$15,000.00	\$15,000.00			
WI003000600 - TRUAX PHASE II	AMP 600 Full Unit Rehab (Dwelling Unit-Interior (1480)) Description : AMP 600 Units, Full unit rehabs	1480		\$30,000.00	\$27,000.00			
WI003000200 - SCATTERED SITE	AMP 200 Relocation expense (Contract Administration (1480)) Description : Relocation expense for repositioning with MRCDC.	1480			\$5,000.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 Relocation Expenses (Contract Administration (1480)) Description : Relocation Expenses for repositioning with MRCDC.	1480			\$25,000.00			
WI003000200 - SCATTERED SITE	AMP 200 CO Detectors (Dwelling Unit-Interior (1480)) Description : Additional CO detectors as per new NSPIRE	1480			\$3,000.00			
WI003000300 - BJARNES ROMNES APARTMENTS	AMP 300 CO Detectors (Dwelling Unit-Interior (1480)) Description : Additional CO detectors as per new NSPIRE	1480			\$3,000.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
WI003000400 - BRITTINGHAM APARTMENTS	AMP 400 CO Detectors (Dwelling Unit-Interior (1480)) Description : Additional CO detectors as per new NSPIRE	1480			\$3,000.00			
WI003000500 - TRUAX PARK APARTMENTS LLC	AMP 500 CO Detectors (Dwelling Unit-Interior (1480)) Description : Additional CO detectors as per new NSPIRE	1480			\$3,000.00			
WI003000600 - TRUAX PHASE II	AMP 600 CO Detectors (Dwelling Unit-Interior (1480)) Description : Additional CO detectors as per new NSPIRE	1480			\$3,000.00			

(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

Part II: Supporting Pages								
PHA Name: Madison Community Development Authority		Grant Type and Number Capital Fund Program Grant No. WI39P00350121 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost <sup>(2)</sup>		Status of Work
				Original	Revised <sup>(1)</sup>	Funds Obligated	Funds Expended	
	Total:			\$1,913,865.00	\$1,913,865.00			

(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

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Madison Community Development Authority					Federal FFY of Grant:
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>(1)</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

(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.

Capital Fund Program - Five-Year Action Plan

Status: Approved

Approval Date: 07/16/2021

Approved By: WONG, SHIRLEY

<b>Part I: Summary</b>						
<b>PHA Name :</b> Madison Community Development Authority		<b>Locality (City/County &amp; State)</b>				
<b>PHA Number:</b> WI003		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revised 5-Year Plan (Revision No:            )</b>				
<b>A.</b>	<b>Development Number and Name</b>	<b>Work Statement for Year 1    2021</b>	<b>Work Statement for Year 2    2022</b>	<b>Work Statement for Year 3    2023</b>	<b>Work Statement for Year 4    2024</b>	<b>Work Statement for Year 5    2025</b>
	BJARNES ROMNES APARTMENTS (WI003000300)	\$633,372.00	\$685,001.84	\$668,042.74	\$603,557.09	\$610,459.84
	BRITTINGHAM APARTMENTS (WI003000400)	\$461,582.00	\$412,356.83	\$312,897.37	\$351,245.94	\$351,245.94
	TRUAX PARK APARTMENTS LLC (WI003000500)	\$72,679.00	\$139,867.65	\$115,783.17	\$198,914.29	\$198,914.29
	SCATTERED SITE (WI003000200)	\$498,278.00	\$403,197.05	\$553,961.13	\$413,643.81	\$410,865.59
	TRUAX PHASE II (WI003000600)	\$56,568.00	\$93,987.63	\$83,726.59	\$167,049.87	\$162,925.34
	AUTHORITY-WIDE	\$191,386.00	\$179,454.00	\$179,454.00	\$179,454.00	\$179,454.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	SCATTERED SITE (WI003000200)			\$498,278.00
ID0094	AMP 200 HEATING EQUIPMENT REPLACEMENT * 2021(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 200 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * DUCT WORK * PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$80,000.00
ID0095	AMP 200 PROGRAMMATIC FLOORING REPAACEMENT * 2021(Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 200 PROGRAMMATIC FLOORING REPAACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$37,000.00
ID0096	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * 2021(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$4,299.00
ID0097	AMP 200 OPERATIONS * 2021(Operations (1406))	AMP 200 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$75,370.00
ID0151	AMP 200 PARKING Lot Seal and Stripe * 2021(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Dumpsters and Enclosures,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Signage,Dwelling Unit-Site Work (1480)-Striping)	AMP 200 PARKING Lot Seal and Stripe * NEW SEALING AND STRIPING, SIGNAGE AS NEEDED. * NO FORCE LABOR		\$30,000.00
ID0199	AMP 200 ARCHITECTURAL AND ENGINEERING * 2021(Contract Administration (1480)-Other Fees and Costs)	AMP 200 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$4,209.00



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0204	AMP 200 ON DEMAND * 2021(Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Mechanical)	AMP 200 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$102,138.00
ID0248	AMP 200 NON-DWELLING EQUIPMENT * 2021(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 200 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$5,261.00
ID0323	AMP 200 ROOF REPLACEMENTS(Dwelling Unit-Exterior (1480)-Gutters - Downspouts,Dwelling Unit-Exterior (1480)-Roofs)	Roof replacements at A Site		\$100,000.00
ID0325	AMP 200 GUTTER REPLACEMENTS(Dwelling Unit-Exterior (1480)-Gutters - Downspouts)	Replace gutters at Tenney Park Apartments.		\$15,001.00
ID0359	AMP 200 FULL UNIT REHAB(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete a full interior unit rehab		\$30,000.00
ID0370	AMP 200 Repair Brick siding (Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Building Slab,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Tuck-Pointing)	Replace/repair Brick siding on multiple unit.		\$15,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$191,386.00
ID0098	AMP 200 CAPITAL FUND ADMINISTRATION * 2021(Administration (1410)-Salaries,Administration (1410)-Sundry)	CAPITAL FUND PROGRAM FEE FOR ADMINISTRATION * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$191,386.00
	BJARNES ROMNES APARTMENTS (WI003000300)			\$633,372.00
ID0101	AMP 300 OPERATIONS * 2021(Operations (1406))	AMP 300 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$141,626.00
ID0110	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * 2021(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$7,400.00
ID0134	AMP 300 HEATING EQUIPMENT REPLACEMENT * 2021(Dwelling Unit-Interior (1480)-Mechanical)	AMP 300 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$20,000.00
ID0153	AMP 300 PARKING RE-PAVE * 2021(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Dumpsters and Enclosures,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Seal Coat,Dwelling Unit-Site Work (1480)-Signage,Dwelling Unit-Site Work (1480)-Striping)	AMP 300 PARKING RE-PAVE * REMOVE BITUMINOUS ASPHALTIC CONCRETE, DETERIORATED CONCRETE CURB, UNSUITABLE SUPPORT BASE * INSTALL NEW SUPPORT BASE, NEW CONCRETE ACCESSORIES SUCH AS RAMPS, CURBS AND DUMPSTER ENCLOSURES, NEW STRIPING, SIGNAGE AS NEEDED. * NO FORCE LABOR		\$30,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0200	AMP 300 ARCHITECTURAL AND ENGINEERING * 2021(Contract Administration (1480)-Other Fees and Costs)	AMP 300 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$7,712.00
ID0205	AMP 300 ON DEMAND * 2021(Dwelling Unit-Interior (1480)-Other)	AMP 300 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$156,634.00
ID0249	AMP 300 NON-DWELLING EQUIPMENT * 2021(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 300 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$20,000.00
ID0320	Amp 300 Grounds Improvements(Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Other,Dwelling Unit-Site Work (1480)-Storm Drainage)	Grounds improvements at multiple scattered sites. Includes retaining walls, foundation work, and general landscaping.		\$30,000.00
ID0360	AMP 300 FULL UNIT REHAB(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete a full interior rehab for unit		\$30,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0363	AMP 300 Gutter Replacement (Dwelling Unit-Exterior (1480)-Gutters - Downspouts)	Replace gutters at Blackhawk		\$10,000.00
ID0364	AMP 300 Waterproof Basement (Dwelling Unit-Interior (1480)-Other)	Repair/Waterproof the basements for units Elder, Doncaster, and Temkin		\$30,000.00
ID0365	AMP 300 Siding Replacment (Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Soffits)	Replace Damaged Siding at Greenway		\$60,000.00
ID0366	AMP 300 Concrete Repair (Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Dumpsters and Enclosures)	Concrete repair/replacement at several sites in AMP 300		\$65,000.00
ID0367	AMP 300 New Roof(Non-Dwelling Exterior (1480)-Canopies,Non-Dwelling Exterior (1480)-Roofs)	Install new roof over new trash lift and stairs at Romnes		\$25,000.00
	BRITTINGHAM APARTMENTS (WI003000400)			\$461,582.00
ID0103	AMP 400 OPERATIONS * 2021(Operations (1406))	AMP 400 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$100,494.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0136	AMP 400 HEATING EQUIPMENT REPLACEMENT * 2021(Dwelling Unit-Interior (1480)-Mechanical)	AMP 400 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$50,000.00
ID0165	AMP 400 INTERIOR/EXTERIOR LIGHTING UPGRADES * 2021(Dwelling Unit-Site Work (1480)-Lighting)	AMP 400 EXTERIOR LIGHTING UPGRADES * REMOVE EXTERIOR - LOW EFFICIENCY BULBS AND FIXTURES, COSTS TO INCLUDE RECYCLING AS NEEDED * INSTALL NEW HIGH EFFICIENCY BULBS AND FIXTURES * NO FORCE LABOR		\$75,000.00
ID0201	AMP 400 ARCHITECTURAL AND ENGINEERING * 2021(Contract Administration (1480)-Other Fees and Costs)	AMP 400 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$5,804.00
ID0206	AMP 400 ON DEMAND * 2021(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 400 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$84,518.00
ID0218	AMP 400 MANAGEMENT IMPROVEMENTS * TRAINING * 2021(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 400 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$5,766.00
ID0250	AMP 400 NON-DWELLING EQUIPMENT * 2021(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 400 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$50,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0321	AMP 400 TRANSFORMER REMOVAL REPAIRS(Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Electrical)	Concrete work to repair and fill interior space formerly used by the utility company to house transformers.		\$10,000.00
ID0361	AMP 400 FULL UNIT REHAB(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Call-for-Aid Systems,Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete a full unit interior rehab		\$30,000.00
ID0368	AMP 400 Grounds Improvements(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Landscape)	Remove P-gravel and replace for better drainage. Regrade/replace sidewalk		\$30,000.00
ID0369	AMP 400 Interior door replacement(Dwelling Unit-Interior (1480)-Interior Doors)	Replace worn entrance doors at Brittingham		\$20,000.00
	TRUAX PARK APARTMENTS LLC (W1003000500)			\$72,679.00
ID0105	AMP 500 OPERATIONS * 2021(Operations (1406))	AMP 500 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$34,450.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0114	AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING * 2021(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$1,800.00
ID0202	AMP 500 ARCHITECTURAL AND ENGINEERING * 2021(Contract Administration (1480)-Other Fees and Costs)	AMP 500 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$2,429.00
ID0324	AMP 500 NON-DWELLING EQUIPMENT * 2021(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 500 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$4,000.00
ID0362	AMP 500 FULL UNIT REHAB(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Call-for-Aid Systems,Dwelling Unit-Interior (1480)-Commodos,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Complete a full interior unit rehab		\$30,000.00
	TRUAX PHASE II (W1003000600)			\$56,568.00
ID0107	AMP 600 OPERATIONS * 2021(Operations (1406))	AMP 600 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$19,139.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0116	AMP 600 MANAGEMENT IMPROVEMENTS * TRAINING * 2021(Management Improvement (1408)-System Improvements,Management Improvement (1408)-Staff Training)	AMP 600 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$1,000.00
ID0203	AMP 600 ARCHITECTURAL AND ENGINEERING * 2021(Contract Administration (1480)-Other Fees and Costs)	AMP 600 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$2,429.00
ID0252	AMP 600 NON-DWELLING EQUIPMENT * 2021(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 600 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$4,000.00
ID0371	AMP 600 Full Unit Rehab(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Call-for-Aid Systems,Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	AMP 600 Units, Full unit rehabs		\$30,000.00
	Subtotal of Estimated Cost			\$1,913,865.00



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	BJARNES ROMNES APARTMENTS (WI003000300)			\$685,001.84
ID0209	AMP 300 OPERATIONS * 2022(Operations (1406))	AMP 300 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$132,796.00
ID0217	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * 2022(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$7,644.79
ID0221	AMP 300 PARKING RE-PAVE * 2022(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Dumpsters and Enclosures,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Signage,Dwelling Unit-Site Work (1480)-Striping)	AMP 300 PARKING RE-PAVE * REMOVE BITUMINOUS ASPHALTIC CONCRETE, DETERIORATED CONCRETE CURB, UNSUITABLE SUPPORT BASE * INSTALL NEW SUPPORT BASE, NEW CONCRETE ACCESSORIES SUCH AS RAMPS, CURBS AND DUMPSTER ENCLOSURES, NEW STRIPING, SIGNAGE AS NEEDED. * NO FORCE LABOR		\$119,565.59
ID0234	AMP 300 ARCHITECTURAL AND ENGINEERING * 2022(Contract Administration (1480)-Other Fees and Costs)	AMP 300 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$7,712.42
ID0239	AMP 300 ON DEMAND * 2022(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 300 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$258,914.00
ID0244	AMP 300 EXTERIOR LIGHTING UPGRADES * 2022(Dwelling Unit-Site Work (1480)-Lighting)	AMP 300 EXTERIOR LIGHTING UPGRADES * REMOVE EXTERIOR - LOW EFFICIENCY BULBS AND FIXTURES, COSTS TO INCLUDE RECYCLING AS NEEDED * INSTALL NEW HIGH EFFICIENCY BULBS AND FIXTURES * NO FORCE LABOR		\$29,162.94

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0254	AMP 300 NON-DWELLING EQUIPMENT * 2022(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 300 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$9,640.52
ID0259	AMP 300 HEATING EQUIPMENT REPLACEMENT * 2022(Dwelling Unit-Interior (1480)-Mechanical)	AMP 300 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$59,782.79
ID0264	AMP 300 PROGRAMMATIC FLOORING REPLACEMENT * 2022(Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 300 PROGRAMMATIC FLOORING REPLACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$59,782.79
	BRITTINGHAM APARTMENTS (WI003000400)			\$412,356.83
ID0211	AMP 400 OPERATIONS * 2022(Operations (1406))	AMP 400 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$100,494.00
ID0222	AMP 400 PARKING RE-PAVE * 2022(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Dumpsters and Enclosures,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Signage,Dwelling Unit-Site Work (1480)-Striping)	AMP 400 PARKING RE-PAVE * REMOVE BITUMINOUS ASPHALTIC CONCRETE, DETERIORATED CONCRETE CURB, UNSUITABLE SUPPORT BASE * INSTALL NEW SUPPORT BASE, NEW CONCRETE ACCESSORIES SUCH AS RAMPS, CURBS AND DUMPSTER ENCLOSURES, NEW STRIPING, SIGNAGE AS NEEDED. * NO FORCE LABOR		\$79,957.28

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0225	AMP 400 MANAGEMENT IMPROVEMENTS * TRAINING * 2022(Management Improvement (1408)-System Improvements,Management Improvement (1408)-Staff Training)	AMP 400 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$5,765.77
ID0235	AMP 400 ARCHITECTURAL AND ENGINEERING * 2022(Contract Administration (1480)-Other Fees and Costs)	AMP 400 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$5,803.92
ID0240	AMP 400 ON DEMAND * 2022(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 400 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$113,621.50
ID0245	AMP 400 EXTERIOR LIGHTING UPGRADES * 2022(Dwelling Unit-Site Work (1480)-Lighting)	AMP 400 EXTERIOR LIGHTING UPGRADES * REMOVE EXTERIOR - LOW EFFICIENCY BULBS AND FIXTURES, COSTS TO INCLUDE RECYCLING AS NEEDED * INSTALL NEW HIGH EFFICIENCY BULBS AND FIXTURES * NO FORCE LABOR		\$19,502.18
ID0255	AMP 400 NON-DWELLING EQUIPMENT * 2022(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 400 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$7,254.90
ID0260	AMP 400 HEATING EQUIPMENT REPLACEMENT * 2022(Dwelling Unit-Interior (1480)-Mechanical)	AMP 400 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$39,978.64

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0265	AMP 400 PROGRAMMATIC FLOORING REPACEMENT * 2022(Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 400 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR PROGRAMMATIC FLOORING REPLACEMENT ON AN AS-VACATED BASIS		\$39,978.64
	TRUAX PARK APARTMENTS LLC (W1003000500)			\$139,867.65
ID0212	AMP 500 OPERATIONS * 2022(Operations (1406))	AMP 500 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$32,302.00
ID0219	AMP 500 PARKING RE-PAVE * 2022(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Dumpsters and Enclosures,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Signage,Dwelling Unit-Site Work (1480)-Striping)	AMP 500 PARKING RE-PAVE * REMOVE BITUMINOUS ASPHALTIC CONCRETE, DETERIORATED CONCRETE CURB, UNSUITABLE SUPPORT BASE * INSTALL NEW SUPPORT BASE, NEW CONCRETE ACCESSORIES SUCH AS RAMPS, CURBS AND DUMPSTER ENCLOSURES, NEW STRIPING, SIGNAGE AS NEEDED. * NO FORCE LABOR PARKING RE-PAVE * REMOVE BITUMINOUS ASPHALTIC CONCRETE, DETERIORATED CONCRETE CURB, UNSUITABLE SUPPORT BASE * INSTALL NEW SUPPORT BASE, NEW CONCRETE ACCESSORIES SUCH AS RAMPS AND CURBS, NEW STRIPING, SIGNAGE AS NEEDED. * NO FORCE LABOR		\$19,361.95
ID0226	AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING * 2022(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$1,235.52
ID0236	AMP 500 ARCHITECTURAL AND ENGINEERING * 2022(Contract Administration (1480)-Other Fees and Costs)	AMP 500 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$1,228.76

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0241	AMP 500 ON DEMAND * 2022(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 500 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$60,119.00
ID0246	AMP 500 EXTERIOR LIGHTING UPGRADES * 2022(Dwelling Unit-Site Work (1480)-Lighting)	AMP 500 EXTERIOR LIGHTING UPGRADES * REMOVE EXTERIOR - LOW EFFICIENCY BULBS AND FIXTURES, COSTS TO INCLUDE RECYCLING AS NEEDED * INSTALL NEW HIGH EFFICIENCY BULBS AND FIXTURES * NO FORCE LABOR		\$4,722.53
ID0256	AMP 500 NON-DWELLING EQUIPMENT * 2022(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 500 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$1,535.95
ID0261	AMP 500 HEATING EQUIPMENT REPLACEMENT * 2022(Dwelling Unit-Interior (1480)-Mechanical)	AMP 500 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$9,680.97
ID0266	AMP 500 PROGRAMMATIC FLOORING REPLACEMENT * 2022(Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 500 PROGRAMMATIC FLOORING REPAACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$9,680.97
	SCATTERED SITE (WI003000200)			\$403,197.05

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0214	AMP 200 OPERATIONS * 2022(Operations (1406))	AMP 200 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$75,370.00
ID0216	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * 2022(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$4,298.58
ID0220	AMP 200 PARKING RE-PAVE * 2022(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Dumpsters and Enclosures,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Signage,Dwelling Unit-Site Work (1480)-Striping)	AMP 200 PARKING RE-PAVE * REMOVE BITUMINOUS ASPHALTIC CONCRETE, DETERIORATED CONCRETE CURB, UNSUITABLE SUPPORT BASE * INSTALL NEW SUPPORT BASE, NEW CONCRETE ACCESSORIES SUCH AS RAMPS, CURBS AND DUMPSTER ENSLOSURES, NEW STRIPING, SIGNAGE AS NEEDED. * NO FORCE LABOR		\$72,866.14
ID0233	AMP 200 ARCHITECTURAL AND ENGINEERING * 2022(Contract Administration (1480)-Other Fees and Costs)	AMP 200 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$4,209.15
ID0238	AMP 200 ON DEMAND * 2022(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 200 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$150,553.00
ID0243	AMP 200 EXTERIOR LIGHTING UPGRADES * 2022(Dwelling Unit-Site Work (1480)-Lighting)	AMP 200 EXTERIOR LIGHTING UPGRADES * REMOVE EXTERIOR - LOW EFFICIENCY BULBS AND FIXTURES, COSTS TO INCLUDE RECYCLING AS NEEDED * INSTALL NEW HIGH EFFICIENCY BULBS AND FIXTURES * NO FORCE LABOR		\$17,772.60
ID0253	AMP 200 NON-DWELLING EQUIPMENT * 2022(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 200 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$5,261.44



Form HUD-50075.2(4/2008)



Form HUD-50075.2(4/2008)

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	SCATTERED SITE (WI003000200)			\$553,961.13
ID0276	AMP 200 PROGRAMMATIC FLOORING REPACEMENT * 2023(Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 200 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$47,835.89
ID0280	AMP 200 OPERATIONS * 2023(Operations (1406))	AMP 200 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$75,370.00
ID0282	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * 2023(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$4,298.58
ID0292	AMP 200 ARCHITECTURAL AND ENGINEERING * 2023(Contract Administration (1480)-Other Fees and Costs)	AMP 200 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$4,209.15
ID0301	AMP 200 ON DEMAND * 2023(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 200 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$150,553.00
ID0306	AMP 200 NON-DWELLING EQUIPMENT * 2023(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 200 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$5,261.44

Form HUD-50075.2(4/2008)

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0293	AMP 300 ARCHITECTURAL AND ENGINEERING * 2023(Contract Administration (1480)-Other Fees and Costs)	AMP 300 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$7,712.42
ID0297	AMP 300 PROGRAMMATIC FLOORING REPLACEMENT * 2023(Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 300 PROGRAMMATIC FLOORING REPAACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$59,782.79
ID0302	AMP 300 ON DEMAND * 2023(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 300 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$258,914.00
ID0307	AMP 300 NON-DWELLING EQUIPMENT * 2023(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	AMP 300 NON-DWELLING EQUIPMENT * PURCHASE STATIONARY POWER TOOLS, PAINT SHAKERS, PAINT STRIPING EQUIPMENT, SEWER CLEANING EQUIPMENT, LASER LEVELS, FLOOR BUFFERS, LARGE FLOOR CLEANING EQUIPMENT, VIDEO SURVEILLANCE EQUIPMENT		\$9,640.52
ID0312	AMP 300 HEATING EQUIPMENT REPLACEMENT * 2023(Dwelling Unit-Interior (1480)-Mechanical)	AMP 300 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$59,782.79
ID0318	West Scattered Site Siding Replacement(Dwelling Unit-Exterior (1480)-Siding)	Remove and replace siding at scattered site units.		\$131,769.43

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	BRITTINGHAM APARTMENTS (WI003000400)			\$312,897.37
ID0278	AMP 400 OPERATIONS * 2023(Operations (1406))	AMP 400 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$100,494.00
ID0284	AMP 400 MANAGEMENT IMPROVEMENTS * TRAINING * 2023(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 400 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$5,765.77
ID0294	AMP 400 ARCHITECTURAL AND ENGINEERING * 2023(Contract Administration (1480)-Other Fees and Costs)	AMP 400 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$5,803.92
ID0298	AMP 400 PROGRAMMATIC FLOORING REPACEMENT * 2023(Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 400 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR PROGRAMMATIC FLOORING REPLACEMENT ON AN AS-VACATED BASIS		\$39,978.64
ID0303	AMP 400 ON DEMAND * 2023(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 400 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$113,621.50



Form HUD-50075.2(4/2008)

Form HUD-50075.2(4/2008)



Form HUD-50075.2(4/2008)

**Part II: Supporting Pages - Physical Needs Work Statements (s)****Work Statement for Year** 4

2024

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	BJARNES ROMNES APARTMENTS (WI003000300)			\$603,557.09
ID0326	AMP 300 OPERATIONS * 2024(Operations (1406))	AMP 300 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$132,796.00
ID0333	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * 2024(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$7,644.79
ID0339	AMP 300 ARCHITECTURAL AND ENGINEERING * 2024(Contract Administration (1480)-Other Fees and Costs)	AMP 300 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$9,254.90
ID0343	AMP 300 PROGRAMMATIC FLOORING REPLACEMENT * 2024(Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 300 PROGRAMMATIC FLOORING REPAACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$59,782.79
ID0348	AMP 300 HEATING EQUIPMENT REPLACEMENT * 2024(Dwelling Unit-Interior (1480)-Mechanical)	AMP 300 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$59,782.79
ID0353	AMP 300 ON DEMAND * 2024(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 300 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF		\$334,295.82

Form HUD-50075.2(4/2008)

ENCOUNTERED \* NO FORCE LABOR

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2024				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0355	AMP 500 ON DEMAND * 2024(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 500 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$144,540.32
	SCATTERED SITE (WI003000200)			\$413,643.81
ID0329	AMP 200 OPERATIONS * 2024(Operations (1406))	AMP 200 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$75,370.00
ID0331	AMP 200 PROGRAMMATIC FLOORING REPACEMENT * 2023(Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 200 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$47,835.89
ID0332	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * 2024(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$4,298.58
ID0338	AMP 200 ARCHITECTURAL AND ENGINEERING * 2024(Contract Administration (1480)-Other Fees and Costs)	AMP 200 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$5,050.98



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2024				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0342	AMP 600 ARCHITECTURAL AND ENGINEERING * 2024(Contract Administration (1480)-Other Fees and Costs)	AMP 600 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$1,254.90
ID0346	AMP 600 PROGRAMMATIC FLOORING REPACEMENT * 2024(Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 600 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$4,124.53
ID0351	AMP 600 HEATING EQUIPMENT REPLACEMENT * 2024(Dwelling Unit-Interior (1480)-Mechanical)	AMP 600 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$4,124.53
ID0356	AMP 600 ON DEMAND * 2024(Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Mechanical)	AMP 600 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$138,545.57
	AUTHORITY-WIDE (NAWASD)			\$179,454.00
ID0337	CAPITAL FUND PROGRAM FEE * 2024(Administration (1410)-Sundry,Administration (1410)-Salaries)	CAPITAL FUND PROGRAM FEE * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$179,454.00

Form HUD-50075.2(4/2008)



Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	BJARNES ROMNES APARTMENTS (WI003000300)			\$610,459.84
ID0375	AMP 300 OPERATIONS * 2025(Operations (1406))	AMP 300 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$132,796.00
ID0382	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING (Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 300 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$7,644.79
ID0388	AMP 300 ARCHITECTURAL AND ENGINEERING (Contract Administration (1480)-Other Fees and Costs)	AMP 300 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$9,254.90
ID0392	AMP 300 PROGRAMMATIC FLOORING REPLACEMENT (Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 300 PROGRAMMATIC FLOORING REPAACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$59,782.79
ID0397	AMP 300 ON DEMAND (Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 300 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$334,295.82
ID0402	AMP 300 HEATING EQUIPMENT REPLACEMENT (Dwelling Unit-Interior (1480)-Mechanical)	AMP 300 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE		\$66,685.54

LABOR

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ENCOUNTERED * NO FORCE LABOR				
	TRUAX PARK APARTMENTS LLC (WI003000500)			\$198,914.29
ID0377	AMP 500 OPERATIONS(Operations (1406))	AMP 500 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$32,302.00
ID0384	AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING (Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 500 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$1,235.52
ID0390	AMP 500 ARCHITECTURAL AND ENGINEERING (Contract Administration (1480)-Other Fees and Costs)	AMP 500 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$1,474.51
ID0394	AMP 500 PROGRAMMATIC FLOORING REPLACEMENT (Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 500 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$9,680.97
ID0399	AMP 500 ON DEMAND (Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 500 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$144,540.32

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0403	AMP 500 HEATING EQUIPMENT REPLACEMENT (Dwelling Unit-Interior (1480)-Mechanical)	AMP 500 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$9,680.97
	SCATTERED SITE (WI003000200)			\$410,865.59
ID0378	AMP 200 OPERATIONS(Operations (1406))	AMP 200 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$75,370.00
ID0380	AMP 200 PROGRAMMATIC FLOORING REPACEMENT (Dwelling Unit-Interior (1480)-Flooring (non routine))	AMP 200 PROGRAMMATIC FLOORING REPACEMENT * REMOVE NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * INSTALL NON-ASBESTOS VINYL COMPOSITION TILE & SHEET VINYL MATERIALS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$47,835.89
ID0381	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * (Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	AMP 200 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$4,298.58
ID0387	AMP 200 ARCHITECTURAL AND ENGINEERING (Contract Administration (1480)-Other Fees and Costs)	AMP 200 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$5,050.98

**Part II: Supporting Pages - Physical Needs Work Statements (s)****Work Statement for Year** 5

2025

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0396	AMP 200 ON DEMAND (Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 200 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$234,974.32
ID0401	AMP 200 HEATING EQUIPMENT REPLACEMENT (Dwelling Unit-Interior (1480)-Mechanical)	AMP 200 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$43,335.82
	TRUAX PHASE II (WI003000600)			\$162,925.34
ID0379	AMP 600 OPERATIONS (Operations (1406))	AMP 600 OPERATIONS * PROVIDE SITE OPERATIONS SUPPORT		\$17,945.00
ID0385	AMP 600 MANAGEMENT IMPROVEMENTS * TRAINING (Management Improvement (1408)-System Improvements,Management Improvement (1408)-Staff Training)	AMP 600 MANAGEMENT IMPROVEMENTS * TRAINING * REMOVE NONE * TRAINING FOR ALL STAFF - INCLUDES TRAVEL AND/OR REQUIRED MATERIALS AS NEEDED		\$1,055.34

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0391	AMP 600 ARCHITECTURAL AND ENGINEERING(Contract Administration (1480)-Other Fees and Costs)	AMP 600 ARCHITECTURAL AND ENGINEERINGNONE * PROVIDE ADVICE, DRAWINGS AND SPECIFICATIONS FOR TECHNICAL OR COMPLEX PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$1,254.90
ID0395	AMP 600 HEATING EQUIPMENT REPLACEMENT (Dwelling Unit-Interior (1480)-Mechanical)	AMP 600 HEATING EQUIPMENT REPLACEMENT * REMOVE NAT. GAS, GRAVITY VENT, LOW EFF, FORCED AIR FURNACE * INSTALL NAT. GAS, POWERED VENT, HIGH EFF, FORCED AIR FURNACE * NO DUCT WORK * NO PIPING * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$4,124.53
ID0400	AMP 600 ON DEMAND (Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	AMP 600 ON DEMAND * REMOVE WATER SOFTENERS, HEAT EXCHANGERS, BOILERS, AND ASSOCIATED PIPING * INSTALL LOW SALT WATER SOFTENERS, HIGH EFFICIENCY HEAT EXCHANGERS, HIGH EFFICIENCY BOILERS AND, ASSOCIATED PIPING * * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$138,545.57
	AUTHORITY-WIDE (NAWASD)			\$179,454.00
ID0386	CAPITAL FUND PROGRAM FEE * (Administration (1410)-Salaries,Administration (1410)-Sundry)	CAPITAL FUND PROGRAM FEE * PROVIDE ADMINISTRATION OF CAPITAL FUND GRANT FUNDS AND PROJECTS * NO LBP, OR ASBESTOS, ABATEMENT ANTICIPATED BUT WILL REMEDIATE IF ENCOUNTERED * NO FORCE LABOR		\$179,454.00
	Subtotal of Estimated Cost			\$1,913,865.00

Form HUD-50075.2(4/2008)

Form HUD-50075.2(4/2008)



Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 3 2023	
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
CAPITAL FUND PROGRAM FEE * 2023(Administration (1410)-Salaries,Administration (1410)-Sundry)	\$179,454.00
Subtotal of Estimated Cost	\$179,454.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 4 2024	
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
CAPITAL FUND PROGRAM FEE * 2024(Administration (1410)-Sundry,Administration (1410)-Salaries)	\$179,454.00
Subtotal of Estimated Cost	\$179,454.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

<b>Part III: Supporting Pages - Management Needs Work Statements (s)</b>	
<b>Work Statement for Year</b> 5	2025
<b>Development Number/Name</b> <b>General Description of Major Work Categories</b>	<b>Estimated Cost</b>
Housing Authority Wide	
CAPITAL FUND PROGRAM FEE * (Administration (1410)-Salaries,Administration (1410)-Sundry)	\$179,454.00
Subtotal of Estimated Cost	\$179,454.00

**Civil Rights Certification**  
***(Qualified PHAs)***

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 02/29/2016

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Community Development Authority, City of Madison  
PHA Name

WI-003  
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official  
Claude Gilmore

Title  
CDA Board Chair

Signature *Claude Gilmore*

Date 9/24/2021

**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan or  
State Consolidated Plan  
(All PHAs)**

U. S Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans  
Consistency with the Consolidated Plan or State Consolidated Plan**

I, James O'Keefe, the Director, City of Madison Community Development Division  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Community Development Authority of the City of Madison  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the

Madison, Wisconsin

*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

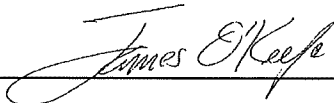
The Community Development Authority's 2022 PHA Plan goals and objectives are consistent with the  
housing needs outlined in the City of Madison, WI Consolidated Plan for 2020 - 2024 and Analysis of  
Impediments (AI) to Fair Housing Choice

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

James O'Keefe

Signature



Title

Director, City of Madison Community Development Division

Date

08/24/2021

# Certification for a Drug-Free Workplace

U.S. Department of Housing  
and Urban Development

Applicant Name

Community Development Authority, City of Madison

Program/Activity Receiving Federal Grant Funding

Public Housing Program, Capital Fund Program, and Section 8 Housing Choice Voucher Program

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Central Office  
215 Martin Luther King, Jr., Blvd.  
Suite 161  
Madison, WI 53703

East Site  
3538 Straubel Street  
Suite 101  
Madison WI 53704

West Site  
540 W. Olin Avenue  
Suite 200  
Madison WI 53715

Triangle Site  
702 Braxton Place  
Madison, WI 53715

Dane County

Dane County

Dane County

Dane County

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

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

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

Name of Authorized Official

Matt Wachter

Title

Executive Director

Signature

Date

X *Matthew Wachter*

9-23-2021

# Certification of Payments to Influence Federal Transactions

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

Public reporting burden for this information collection is estimated to average 30 minutes. This includes the time for collecting, reviewing, and reporting data. The information requested is required to obtain a benefit. This form is used to ensure federal funds are not used to influence members of Congress. There are no assurances of confidentiality. HUD may not conduct or sponsor, and an applicant is not required to respond to a collection of information unless it displays a currently valid OMB control number.

Applicant Name

Community Development Authority, City of Madison

Program/Activity Receiving Federal Grant Funding

Public Housing Program, Capital Fund Program, Section 8 Housing Choice Voucher Program

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

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

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

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

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

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.  
**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Matt Wachter

Title

Executive Director

Signature

Date (mm/dd/yyyy)

9-23-2021

*Matthew Wachter*

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or ☒ Annual PHA Plan for the PHA fiscal year beginning 2022, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.



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

Community Development Authority, City of Madison  
PHA Name

WI-003  
PHA Number/HA Code

✓ Annual PHA Plan for Fiscal Year 2022

       5-Year PHA Plan for Fiscal Years 20        - 20       

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official	Title
Claude Gilmore	CDA Board Chair
Signature <i>Claude Gilmore</i>	Date September 23, 2021