

PHA Plans

Streamlined 5-Year/Annual Version

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

OMB No. 2577-0226
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

Streamlined Annual Plan for Fiscal Year 2005

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: Dakota County CDA

PHA Number: MN46P147

PHA Fiscal Year Beginning: 07/2005

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units: 324
 Number of S8 units: 2202

Section 8 Only

Number of S8 units:

Public Housing Only

Number of public housing units:

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

Streamlined Five-Year PHA Plan

PHA FISCAL YEARS 2005 - 2010

[24 CFR Part 903.12]

A. Mission

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

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

The Dakota County Community Development Agency utilizes available federal, state and local resources to serve the residents of Dakota County by working to upgrade and maintain the existing housing stock, encourage the construction of new affordable housing to low and moderate income households, promote economic development efforts and provide assistance to Dakota County communities through community development programs, and to provide low and moderate income family and senior households with decent, safe, and affordable rental housing opportunities.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
- Objectives:
- Apply for additional rental vouchers:
Dakota County CDA will apply for additional rental vouchers if they are available.
 - Reduce public housing vacancies:
Dakota County CDA will maintain long-term vacancy rates of less than 5%.
 - Leverage private or other public funds to create additional housing opportunities:
Dakota County CDA continually searches and applies for additional funds available for housing. While it is difficult to estimate how much, let alone what sources will be available in 5 years, it can be estimated that the CDA receives approximately \$29 million annually, or a total of over \$145 million over a 5 year timeframe. The CDA continually searches funding for additional housing opportunities.
 - Acquire or build units or developments:
Utilizing the wide variety of funding sources it receives, the CDA anticipates constructing approximately 185 units of senior housing over the next 5 years. The CDA also anticipates constructing approximately 150 units of new affordable rental housing for low to moderate income working families throughout Dakota County.
 - Other (list below):
The Dakota County Board of Commissioners and the Dakota County CDA have created a new housing incentive fund that will assist the development of affordable rental and homeownership opportunities in

Dakota County The Housing Opportunities Enhancement Program (HOPE) is designed as a means for developers to leverage private and public dollars. The HOPE Program will provide gap financing to eligible projects serving persons at or below 50% of the county's median income. The fund will be structured as a revolving loan program, providing long-term, low interest loans to recipients.

Other financing tools available to assist private and non-profit developers with creating additional affordable housing include tax increment financing, tax credits and tax exempt bonds.

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

Dakota County CDA achieved a federal fiscal year 2004 PHAS advisory score of 91% and a High Performer designation. The CDA will strive to maintain High Performer designation (a score of at least 90%) under the new PHAS.

Improve voucher management: (SEMAP score)

Dakota County CDA received a SEMAP score of 100% for year ending 6/30/04. The CDA will strive to maintain its High Performer designation under SEMAP (at least 90%).

Increase customer satisfaction:

Dakota County CDA has a number of strategies to increase customer satisfaction (customers are defined as landlords, public housing residents, and Section 8 participants). Each year the CDA holds a landlord conference at which the Section 8 staff explains the Section 8 program and addresses landlord concerns. Section 8 staff is also available for on-site training for landlords and property managers. One customer service priority for the CDA's Section 8 Program is to ensure timely and accurate payments to landlords. The CDA strives to complete at least 98% of re-exams on time and thereby make housing assistance payments on schedule. All public housing re-exams are done at the developments. The CDA also offers extended hours one night each month for those families who are not available during typical working hours. For participants new to Dakota County's program, a video presentation explains the program's rules and regulations.

Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)

Dakota County CDA is continually evaluating current policies and procedures to ensure that the agency is operating at its optimal level. If an area is identified as needing improvement, the CDA will research the best way to improve performance.

Renovate or modernize public housing units:

The CDA will utilize over \$700,000 for public housing improvements this year (see section on Capital Fund Program). The CDA will also consider the possibility of an internal loan out of its general fund, bonding for funds, and/or a direct loan to the public housing program to do additional improvements in this and/or coming years. This would accelerate the timetable for improvements at our public housing properties. Loan repayments would be made out of future Capital Fund grants. The CDA would follow any HUD procedures or other requirements.

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling:

Dakota County CDA Section 8 staff provides information about Housing Choice Voucher (HCV) mobility to all Section 8 participants.

Conduct outreach efforts to potential voucher landlords

Dakota County CDA has undertaken an aggressive marketing program for its Section 8 Program in order to increase landlord involvement. The CDA considers its outreach a success since voucher holder success rates have averaged over 80% for the most recent 12 month period for which data is available (January

2004 - December 2004).

Increase voucher payment standards

The CDA would like to be able to increase its voucher payment standards to expand the segment of the market accessible to voucher holders. However, with a fixed dollar-based budget and per unit costs exceeding the funded amount, it does not appear that an increase in the payment standards will financially be feasible in the near term.

Implement voucher homeownership program:

The CDA is initiating a pilot Section 8 homeownership program to test its potential for the Dakota County market. A homeownership coordinator has been hired and the program policies and procedures have been authorized by the CDA Board. The first round of marketing for the program is set to begin in March 2005.

Implement public housing or other homeownership programs:

Implement public housing site-based waiting lists:

Convert public housing to vouchers:

Other: (list below)

The CDA recently became a HUD approved homeownership counseling agency. In this role, the CDA has administered State-funded programs to promote homeownership opportunities among Section 8 and Public Housing participants. The CDA provides homebuyer education and counseling as well as downpayment and other financial assistance that has enabled lower-income families to transition to homeownership.

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

PHA Goal: Provide an improved living environment

Objectives:

Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

The scattered site public housing program operated by the CDA by design integrates lower income households into moderate to higher income neighborhoods.

Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

The CDA will continue to promote income mixing by giving preference to public housing applicants whose income exceeds 30% of MFI, while at the same time meet requirements that at least 40% of the units be rented to households at or below 30% MFI.

Implement public housing security improvements:

Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

Other: (list below)

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

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

Increase the number and percentage of employed persons in assisted families:

The CDA is a member of the Dakota County Workforce Council. The CDA also operates the Family Self Sufficiency program.

Provide or attract supportive services to improve assistance recipients' employability:

The CDA works in conjunction with Dakota County to provide supportive services to assisted families.

Provide or attract supportive services to increase independence for the elderly or families with disabilities.

The CDA's one public housing senior building, Colleen Loney Manor (CLM), has a service coordinator

that arranges for supportive services to residents of CLM.

Other: (list below)

The CDA provides a public housing unit in Burnsville to the Community Action Council out of which services that promote self sufficiency are offered to public housing tenants, the community, and the county.

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

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

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Other: (list below)

The CDA sponsors an annual fair housing training seminar for all Dakota County property owners and managers. The CDA also provides translation services when requested and is in the process of developing a plan for providing specialized services to individuals with limited English proficiency (LEP). The CDA was instrumental in an effort by metro wide housing authorities in having five key documents of the Section 8 program translated into several languages.

Other PHA Goals and Objectives: (list below)

Streamlined Annual PHA Plan PHA Fiscal Year 2005 [24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 2005 Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;

Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

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

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

Housing Needs of Families on the PHA’s Waiting Lists			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2,088		64
Extremely low income <=30% AMI	1,300	62%	
Very low income (>30% but <=50% AMI)	618	30%	
Low income (>50% but <80% AMI)	170	8%	
Families with children	1,938	93%	
Elderly families	33	2%	
Families with Disabilities	117	6%	
Race/ethnicity (White)	1,077	52%	
Race/ethnicity (Black/African American)	852	41%	
Race/ethnicity (American Indian)	47	2%	
Race/ethnicity (Asian)	112	5%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	115	6%	15
2 BR	1,261	60%	8
3 BR	551	26%	35
4 BR	129	6%	3
5 BR	32	2%	2
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	852		240
Extremely low income <=30% AMI	579	68%	
Very low income (>30% but <=50% AMI)	250	29%	
Low income (>50% but <80% AMI)	21	3%	
Families with children	565	66%	
Elderly families	63	7%	
Families with Disabilities	87	10%	
Race/ethnicity (White)	432	51%	
Race/ethnicity (Black/African American)	380	45%	
Race/ethnicity (American Indian)	12	1%	
Race/ethnicity (Asian)	28	3%	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 33			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public

housing units off-line

The CDA will continue to maintain a vacancy rate of less than 5% by following effective procedures for housing directly managed by the CDA.

- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

The CDA will maintain Section 8 lease-up rates by continuing to pursue payment standards that reflect the market.

- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

The CDA has undertaken an extensive marketing strategy to encourage participation of landlord throughout Dakota County.

- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing

The CDA forms partnerships with local for-profit businesses in order to apply for tax credits to assist with the construction of affordable rental units for families. These developments often employ a variety of non-federal funding sources thereby leveraging federal dollars with other sources. The CDA also works with the County and communities throughout the County to provide funding for additional units for low income senior households through Phase II of the CDA's senior housing program.

- Pursue housing resources other than public housing or Section 8 tenant-based assistance. As stated above, the CDA applies for a variety of funding sources to increase the supply of affordable housing.
- Other: (list below)

Through the creation of the new HOPE program, funds will be available county wide to support the development of new affordable housing units, as well as to maintain and retain, through rehab, the affordable housing units that already exist throughout the County.

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

The CDA will meet federal targeting requirements for families at or below 30% AMI.

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

The CDA will meet federal targeting requirements for families at or below 30% AMI.

- Employ admissions preferences aimed at families with economic hardships
 Adopt rent policies to support and encourage work
 Other: (list below)

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

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

Select all that apply

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

Dakota County CDA gives preference to households whose incomes are greater than 30% of median income. The HOPE Program targets households and persons whose incomes are at or below 50% of median income. The CDA's Family Partnership Program (tax credit developments) gives preference to applicants whose incomes are at or below 50% of median income.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Dakota County CDA has only one public housing senior building, Colleen Loney Manor. There, preference is given to elderly/handicapped/disabled applicants and "near elderly" (age 50-61) applicants. The CDA also currently owns and operates 18 locally supported senior buildings for those age 55 and older, with the vast majority of applicants and tenants having ages over 62 years.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

The CDA will enlist the help of the Housing Link organization to market handicap accessible family units that become vacant, if the waiting list is insufficient.

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
The CDA makes current program information widely accessible through the metro-wide Housing Link, an information and referral agency.
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
Section 8 staff at the CDA informs all participants of the Section 8 HCV program about the mobility of their voucher. The participants are free to choose where they would like to live. All participants are given a map identifying areas of concentrated poverty within the County.
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
The CDA markets the Section 8 program to all area landlords.
- Other: (list below)
The CDA will actively utilize all resources that provide for increased opportunities. The CDA sponsors an annual fair housing training seminar for rental property owners and managers.

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	97,212	
b) Public Housing Capital Fund	700,000.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	16,375,466.00	
f) Resident Opportunity and Self-Sufficiency Grants	23,435	
g) Community Development Block Grant	1,951,003	CD activities
h) HOME	821,237	Housing activities
Other Federal Grants (American Dream Downpayment Initiative)	37,926	Downpayment Asst.
HUD Service Coordinator Grant (Colleen Loney Manor)	10,200.00	PH supportive services
2. Prior Year Federal Grants (unobligated funds only)		
3. Public Housing Dwelling Rental Income		
	1,309,580	PH operations
4. Other income (list below)		
PH late fees, excess utilities, laundry coin, etc.	93,869	PH operations
4. Non-federal sources (list below)		
Interest income	3,200	PH operations
Total resources	21,423,128.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

A. Public Housing

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

(1) Eligibility

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

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

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

Other: (describe)

The CDA verifies eligibility when the family is estimated to be within reach on the waiting list for the next projected, or actual, vacancy.

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

Criminal or Drug-related activity

Rental history

Housekeeping

As part of the rental history requested from previous landlords only (no home visits).

Other (describe)

The CDA does check utility payment histories, personal references (if no past rental history), and whether money is owed to the CDA's Section 8 program.

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

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

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

(2) Waiting List Organization

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

Community-wide list

Sub-jurisdictional lists

Site-based waiting lists

Other (describe)

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

PHA main administrative office

Including after hours one night per month (no appointment necessary).

PHA development site management office (*Colleen Loney Manor*)

Other: *By mail if needed due to hardship.*

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?

4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

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

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
 If yes, how many lists?

3. Yes No: May families are on more than one list simultaneously
 If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) **Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

A resident can request a transfer when 1) if a change in work and/or child care location to the extent the current unit address or location is a hardship; or 2) for personal safety issues/reasons where a move would improve the household's safety. Transfer can also be requested to the extent necessary to make a reasonable accommodation of a handicap, according to fair housing law.

- Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

At Colleen Loney Manor, preference is also given to elderly/handicapped/disabled applicants, and to near elderly applicants.

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

4 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

3 & 4 Other preference(s) (list below)

For Colleen Loney Manor only, preference for elderly/handicapped/disabled, and the near elderly.

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

The move-in packet contains various rules and instructions

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

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

(6) Deconcentration and Income Mixing

a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete. If yes, list these developments on the following table:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

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

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

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

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

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

- Criminal or drug-related activity
- Other (describe below)

The CDA will share information with prospective landlords pursuant to regulation.

(2) Waiting List Organization

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

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

Section 8 project based voucher program

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

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances: *Two 30-day extensions (allowing up to a total of 120 days of search time) may be granted. An additional 60 days for reasonable accommodations are also granted.*

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
 Veterans and veterans' families
 Residents who live and/or work in your jurisdiction

The CDA gives preference to applicants who live or work in Dakota County, have been hired to work in Dakota County, or attend school full-time in Dakota County.

- Those enrolled currently in educational, training, or upward mobility programs
 Households that contribute to meeting income goals (broad range of incomes)
 Households that contribute to meeting income requirements (targeting)
 Those previously enrolled in educational, training, or upward mobility programs
 Victims of reprisals or hate crimes
 Other preference(s) (list below)

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

1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

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

The CDA also gives preference to applicants who are currently occupying a Dakota County CDA scattered site public housing unit and who also meet criteria as defined in the Administrative Plan. Preference is given to applicants that are in imminent risk of involuntary displacement due to discontinuation of tenant based rental housing subsidies under the Bridges, Shelter Plus Care or the Transitional Housing Program administered by the Dakota County Supportive Housing Unit. This category excludes any family whose housing subsidy was terminated for failure to comply with program obligations. Families admitted under this preference will be limited to 24 households per year.

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

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

For an initially specified time period, a lottery is used. After that initial time frame specified by the CDA, applications are ranked according to date and time of application.

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

Letters of announcement are sent to appropriate interest groups.

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one of the following two)

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage:
(if selected, specify threshold) \$500 per month (unless ceiling or flat rent)
- Other (list below)

Residents must report a change in family composition anytime there is an increase in the number of minor children

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

(2) Flat Rents

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

The CDA utilized its previously used ceiling rents as a guide. Since unlike ceiling rents, utility allowances are not subtracted from flat rents, tenants in our larger duplex and single family homes will pay more overall because their utility costs will be higher, as is true in the market place. The flat rents do vary by both number of bedrooms and overall size/utility costs. Also, with Colleen Loney Manor, the fact that the tenants do not pay heating costs was taken into account in setting the flat rents for that building as well. We also take into account the fact that most of our units have limited square footage and lack amenities such as central air, disposals, dishwashers, etc. commonly found in the private market, including project based assistance developments.

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

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

The CDA lowered its payment standard in response to the retroactive change in Section 8 funding formula that resulted in a significant funding shortfall.

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

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

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

- Annually
- Other (list below)

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

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

Distribution of assisted families within the CDA's jurisdiction and adequacy of program funding.

(2) Minimum Rent

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

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

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

The CDA observes the exemptions categories required by regulation.

5. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

(1) Capital Fund Program

- a. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

(1) Hope VI Revitalization

- a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)
Development name:
Development (project) number:
Status of grant: (select the statement that best describes the current status)
 Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway
- c. Yes No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. Yes No: Will the PHA be engaging in any mixed-finance development activities for

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

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

Demolition/Disposition Activity Description
1a. Development name: Not yet identified
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

- (1) Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

(2) Program Description

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? 25

b. PHA-established eligibility criteria

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

If yes, list criteria below:

Additional income requirement of gross income must be at least two times the participant's voucher payment standard. Participants must be assisted through the rental assistance program for at least 12 months. The participant must be in good standing with the CDA. A participant owing any debt to the CDA will be considered eligible for the program only after all debt has been satisfied.

c. What actions will the PHA undertake to implement the program this year (list)?

The CDA will initiate marketing and eligibility screening. Depending on the readiness of the applicant pool, the CDA will offer homebuyer education, pre-purchase counseling, and facilitate voucher-assisted purchases if applicants succeed in finding a home to purchase.

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a. Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- b. Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d. Demonstrating that it has other relevant experience (list experience below).

The CDA has hired a full-time Homeownership Coordinator who provides an array of services ranging from homebuyer education to foreclosure prevention counseling. The CDA was recently declared a HUD approved homeownership counseling agency. Additionally, the CDA has offered financial assistance with home purchases through its First Time Homebuyer Program, Home Steps and HOME Stretch programs.

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

In the 5-Year Plan section of its 2000 Comprehensive Housing Agency Plan, the Dakota County CDA identified six main goals. As part of this annual update, the CDA is required to assess its progress towards these goals.

Goal 1: Expand the Supply of Affordable Housing

The CDA expanded the supply of affordable housing throughout Dakota County in a number of ways. In 2000, the CDA applied for and was awarded 100 additional HCVs through a competitive process. Another 75 HVCs were applied for and awarded in 2001. The CDA also received funding to assist an additional 8 homeless families through the Shelter Plus Care Program in 2001. In 2002, the CDA applied for another 50 Fair Share HCVs and 110 reallocated vouchers. Neither request was funded. In 2004 the CDA was awarded a third Shelter Plus Care grant. This grant will provide permanent housing for an additional 5 homeless families over the next five years. The CDA continually utilizes all housing assistance resources at its disposal and maintained an annual lease up rate above 99% in the voucher program during 2004.

The CDA maintains public housing vacancies at 3% or less. For fiscal year end June 30, 2005, the CDA again anticipates meeting or exceeding this goal.

A 34-unit Section 42 tax credit development in Eagan was constructed and occupied in the fall of 2004. Construction is underway on a 40-unit Section 42 tax credit development in Lakeville with occupancy of this development expected in early 2005. Planning is underway for the construction of a 30-unit Section 42 tax credit development in Inver Grove Heights. Construction of the Inver Grove Heights development should begin in the summer of 2005. On that schedule, completion and occupancy will take place in late 2005 and early 2006.

Two additional senior buildings were completed and occupied in 2004. Lakeside Pointe in Eagan and The Dakotah in West St Paul each added 60-units of affordable housing to their communities. Construction on a senior building with 66-units of affordable housing is underway in Hastings. Occupancy of this building will happen in the fall of 2005. An additional 60-units of senior housing is in the planning stages for South St Paul.

Goal 2: Improve the Quality of Assisted Housing

The CDA's final score for fiscal year 2004 under the Public Housing Assessment System (PHAS) was 91 out of 100 points, which earned a High Performer designation. The CDA received its fourth consecutive High Performer designation under the Section 8 Management Assessment Program (SEMAP) in 2004. The CDA obtained 100% of the possible points for its SEMAP score. The CDA will continue to evaluate and improve procedures, management functions and program policies to maintain its ranking as a high performing agency.

Customer satisfaction is very important to the CDA. Throughout the year, the CDA holds on-site training for owners and offers an annual owners conference. These efforts serve to promote the program to owners and increase rental opportunities for participants.

To accommodate the needs of its clients, the CDA offers extended hours one night each month and in

some cases, home visits are arranged. For housing the CDA owns, all re-exams are conducted at the units themselves with flexible appointment times that do not interfere with work schedules.

Goal 3: Increase Assisted Housing Choice

Participants of the HCV Program are required to attend an annual briefing appointment. This briefing includes a program summary, including information on mobility of HCVs and how to move with a HCV within the metro area or throughout the country.

Each year, HUD publishes Fair Market Rents and Payment Standards. In a high rent market such as the metro area, PHAs can request exceptions to the rents published by HUD. The CDA conducts a thorough study of the rental market each year and requests HUD approval for exception payment standards if necessary. Although such exceptions have been requested and approved in previous years, no exceptions were necessary in 2002, 2003, and 2004.

The CDA amended its 2000 Comprehensive Housing Agency Plan in order to project base up to 75 Housing Choice Vouchers. Project basing of S8 is included in the CDA's 2001 Annual Update to the Comprehensive Housing Agency Plan. In 2002, the CDA leased its first project based vouchers in a newly constructed development where 10 units were also committed to the voucher program for 10 years. In 2002, the CDA also committed 44 additional project based voucher units in two new developments that have been completed and are fully leased. Both developments are providing high quality rental housing with integrated income levels and commit units to the voucher program for at least 10 years.

The CDA also issues housing revenue bonds and has other financing mechanisms that can be used to assist with the development of affordable housing.

Goal 4: Provide an Improved Living Environment

The scattered site public housing program operated by the CDA integrates lower income households into higher income neighborhoods. To further promote deconcentration of lower income households, the CDA gives preference to public housing applicants whose incomes exceed 30% of MFI, while at the same time meeting requirements that at least 40% of the units be rented to households at or below 30% MFI.

Goal 5: Promote Self Sufficiency and Asset Development of Assisted Households

The Family Self Sufficiency Program operated by the CDA funds an escrow account for Section 8 participants that accrue as their income increases. Families may use the escrowed funds towards the purchase of a home or other items. The program currently enrolls 66 participants.

Goal 6: Ensure Equal Opportunity and Affirmatively Further Fair Housing

The CDA affirmatively markets all available rental units, whether they are public housing units, tax credit units or senior housing units. The CDA also extensively markets the Section 8 program and sponsors an annual fair housing training seminar for all Dakota County rental property owners and managers. The CDA also provides assistance and forms when requested from households wishing to file a fair housing complaint and makes these tools available to all clientele.

For CDA clients that have Limited English Proficiency (LEP), the CDA provides interpreter services

when requested. The CDA is working to develop an LEP Plan that will help identify major groups needing services and promulgate policies and procedures for meeting that need. In conjunction with other metro area PHAs, the CDA is working towards having common Section 8 forms translated into five different languages. The forms will be posted on the web and available to area PHAs.

In honor of Fair Housing Month, the CDA publishes fair housing display ads every April in the community papers to increase awareness of the issue of fair housing.

B. Criteria for Substantial Deviations and Significant Amendments

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

(1) Amendment and Deviation Definitions

a. Substantial Deviation from the 5-Year Plan

Fundamental changes to the PHA's mission statement, goals, or objectives that are identified in the five- year plan.

b. Significant Amendment or Modification to the Annual Plan

For the Public Housing and Section 8 Programs:

- *Local preference changes regarding waiting list systems*
- *Those that may be required by HUD by regulation, if any*

For Public Housing only:

- *Any future proposed demolition or disposition of properties*
- *Any proposed elderly only designation of property*

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

- a. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s? If yes, provide the comments below:

COMMENT 1: One comment was received via telephone from a Section 8 Housing Choice Voucher participant. The participant suggested that a one page summary or outline of the Plan be sent along with the letter that is sent to all public housing residents and HCV holders that the Plan is available for review. The caller indicated that she did not have enough time to come in to review the Plan. Specifically, she wanted to know if the CDA was involved with her health care provider's effort to collect information on community health.

RESPONSE: The caller was informed that the CDA is not involved with any efforts being made by health care providers. Her suggestion of including a summary of the PHA Plan will be considered for next year.

COMMENT 2: Anonymous – Typed letter.

RESPONSE: The purpose of the PHA Plan review process is not to evaluate the specifics of a benefit determination for an individual household. Given that this person has not disclosed their identity, it is not possible for the CDA to address the specific questions raised in any event.

COMMENT 3: Do not take away our safety net. Public input most, unless you have a social worker, not informed of what is going on or available. Answer clients questions and concerns to their situations. I believe the CDA needs to consider each individual competence or incompetence. To be poor is often a disgrace. I am interested in ownership voucher and just how helpful it would really be. I would be more interested in discussing personally with CDA people rather than through this process. Older widow trying to protect myself for the future older and possibly disabilities. What is available in legislation that can really help the elderly poor and according to assistance there is no limit as to what needy is. Poverty level below standard. I do not understand what this is all about. Please more information in the form of personal or town hall type meetings. . Dorothy Wucherpfennig; 13220 Oakland Drive; Burnsville, MN 55337. (952) 890-1544

RESPONSE: As the Plan indicates, the CDA is in the process of implementing a Section 8 Homeownership Program for qualified households. This program will be open to elderly and disabled households who meet the threshold requirements. Reasonable accommodations needed to permit access to the Homeownership Option for persons with disabilities will be considered according to HUD regulations and CDA policies.

COMMENT 4: I am tired of fighting every year to keep what I have got. If I work part time you just take it away in taxes and housing. I would like to see homeownership vouchers for people who are on disability and have shown themselves to be responsible people. I would like to talk to someone. James Newsom

RESPONSE: As stated previously, the CDA is in the process of implementing a Section 8 Homeownership Program that would be open to persons with disabilities.

COMMENT 5: Don't cut the safety net for the disabled. Reduce the wait list time to serve people before their situation turns to homelessness. Too many disabled people and extremely low income. Please consider more efforts to reduce turnover of vacated public housing units. Apply admissions preferences to people who are working at least part-time. Do not penalize the as their salary increases until they are at a self-sufficient income (at least \$10/hour 40 hr/wk). Increase customer satisfaction. Have a client conference to assess problems. Provide a medium where we can discuss things about their personal situation with a worker i.e. appointments. Have a less crabby receptionist. Do not send out notices to arrive on weekends when client needs to respond quickly. Do not change time-frames of peoples leases. Consider personal situation and location and quality of housing. Allow people to phase upwards away from minimal housing. Improve specific management function. Allow clients to have input in the appointment times. You are too inflexible. Increase assistive housing choices (landlords). Don't make the landlords angry due to continual changes, excess paperwork and regularly late payments. Implement voucher for homeowner. I would like to see a homeownership voucher who are persistently disabled who have shown they are responsible residents. Have waiting lists for specific complexes. You undertake measure to ensure accessible housing regardless of unit size required. Federal poverty level does not apply in Dakota County. Apply for special purpose vouchers for people with disabilities. Give the consumer a choice of where they want to live before they are bumped off the list. Jeanne Nielson

RESPONSE: The wait for assistance is determined by the lack of new funding and is not related to any policy of the PHA Plan. The CDA does not have a waiting list preference for people who are working because such a preference would make it impossible for the CDA to meet the extremely low-income targeting requirements set by HUD. As stated previously, the CDA is implementing a homeownership program that would be open to persons with disabilities. The CDA is always looking at ways to reduce unit turnover times and implements new practices when they prove beneficial. The CDA strives to provide the highest quality of customer service and housing opportunity to program participants within the funding constraints and its limited administrative capacity.

COMMENT 6: When does the PHA Governing Board expect to have at least one member who is directly assisted by the PHA? (pg 33 – i.e. legislation amendment required to permit a CDA tenant added to Board of Comm.) Sheila M. Davis 952-898-0893

RESPONSE: Per state legislation, the CDA does not have the authority to appoint any CDA Board members. A County Commissioners appoint residents of their districts to serve as commissioners on the CDA Board. The appointment process is open and any Dakota County resident can apply.

COMMENT 7: A resident of a single family scattered site public housing unit in West St Paul requested central air conditioning.

RESPONSE: Due to funding reductions and higher priority items, it is CDA policy to not install central air conditioning in its single family scattered site public housing units. Tenants can install approved window air conditioner units.

COMMENT 8: Sixteen residents of a Burnsville public housing townhome development signed and submitted a petition requesting dishwashers and garbage disposals.

RESPONSE: It is CDA policy to not install dishwashers and garbage disposals in public housing units. In units that have existing dishwashers and garbage disposals, the CDA will remove, rather than repair or replace, those items when they fail.

End of comments received.

b. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
- List changes below:

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

Method of Selection:

Appointment

The term of appointment is (include the date term expires):

Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process:

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

Special State legislation is needed to amend the legislation that currently dictates the composition of the CDA Board of Commissioners before the CDA can legally comply with this HUD requirement. Dakota County Commissioners appoint CDA Commissioners. Appointments are selected from a pool of interested applicants. County Commissioners select and appoint a resident of their district to serve as a representative of their district on the CDA Board.

Date of next term expiration of a governing board member:

January 3, 2006 for Districts 1 and 7

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

Joseph A. Harris, Dakota County Commissioner for District 1

Willis E. Branning, Dakota County Commissioner for District 7

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

Consolidated Plan jurisdiction: Dakota County Consortium

a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply):

- The PHA has based its statement of needs of families on its waiting list on the needs

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

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

(4) (Reserved)

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

10. Project-Based Voucher Program

a. Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.

b. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below:)

c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

11. List of Supporting Documents Available for Review for Streamlined Five-Year/Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
NA	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
NA	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
NA	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
NA	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Other supporting documents (optional). List individually.	(Specify as needed)

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: Dakota County Community Development Agency		Grant Type: Capital Fund Program Grant No: MN46P147-50103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
<input type="checkbox"/> Original Annual Statements	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision #3)	<input checked="" type="checkbox"/> Performance & Evaluation Report for Period Ending: 12/31/04		<input type="checkbox"/> Final Performance & Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost			Total Actual Cost	
		Revision 1	Revision 2	Revision 3	Obligated	Expended
1	Total non-CFP Funds					
2	1406 Operations	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00	0.00
4	1410 Administration	65,000.00	65,000.00	65,000.00	65,000.00	65,000.00
5	1411 Audit	0.00	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	65,000.00	20,000.00	20,000.00	20,000.00	17,762.96
8	1440 Site Acquisition	0.00	0.00	0.00	0.00	0.00
9	1450 Site Improvement	47,500.00	51,474.00	45,905.38	42,605.38	39,805.38
10	1460 Dwelling Structures	392,892.00	433,918.00	439,486.62	418,037.40	374,012.40
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00	0.00
19	1501 Collateralization or Debt Service	0.00	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	620,392.00	620,392.00	620,392.00	595,642.78	546,580.74
22	Line 21 Related to LBP Activities	0.00	0.00	0.00	0.00	0.00
23	Line 21 Related to Section 504 compliance	0.00	0.00	0.00	0.00	0.00
24	Line 21 Related to Security – Soft Costs	0.00	0.00	0.00	0.00	0.00
25	Line 21 Related to Security – Hard Costs	0.00	0.00	0.00	0.00	0.00
26	Line 21 Related to Energy Conservation Measures	52,000.00	52,000.00	25,500.00	24,494.50	17,494.52
27	Collateralization Expenses or Debt Service	0.00	0.00	0.00	0.00	0.00

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages 1 of 2								
PHA Name: Dakota County Community Development Agency			Grant Type: Capital Fund Program Grant No: MN46P147-50103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	No.	Total Estimated Cost		Total Actual Cost		Status of Work
				Rev #1	Rev #2	Obligated	Expended	
	Operations	1406		50,000.00	50,000.00	50,000.00	50,000.00	Completed
	Administration	1410		65,000.00	65,000.00	65,000.00	65,000.00	Completed
	Fees and Costs	1430		20,000.00	20,000.00	20,000.00	17,762.96	On going
	Total 1406, 1410, 1430			135,000.00	135,000.00	135,000.00	132,762.96	
147-02	Concrete replacement	1450	4	8,550.00	8,550.00	8,550.00	8,550.00	Completed
147-04	Concrete replacement	1450	1	3,950.00	3,950.00	3,950.00	3,950.00	Completed
147-08	Concrete replacement	1450	1	7,500.00	2,800.00	2,800.00	0.00	In progress
147-13	Concrete replacement	1450	2	6,100.00	6,100.00	6,100.00	6,100.00	Completed
147-16	Concrete replacement	1450	1	1,550.00	1,550.00	1,550.00	1,550.00	Completed
147-17	Concrete replacement	1450	2	1,250.00	1,250.00	1,250.00	1,250.00	Completed
	Subtotal			28,900.00	24,200.00	24,200.00	21,400.00	
147-02	Asphalt patch/replace	1450	1	1,250.00	1,250.00	1,250.00	1,250.00	Completed
147-13	Asphalt patch/replace	1450	1	1,200.00	1,200.00	1,200.00	1,200.00	Completed
147-16	Asphalt patch/replace	1450	1	1,500.00	1,500.00	1,500.00	1,500.00	Completed
147-17	Asphalt patch/replace	1450	2	3,200.00	3,200.00	3,200.00	3,200.00	Completed
147-21	Asphalt patch/replace	1450	1	1,200.00	1,200.00	1,200.00	1,200.00	Completed
	Subtotal			8,350.00	8,350.00	8,350.00	8,350.00	
147-05 McKay Manor	Replace exterior lighting	1450	16	2,500.00	2,500.00	0.00	0.00	
147-05 McKay Manor	Engineer for retaining wall	1450	16	1,000.00	800.00	0.00	0.00	
147-09 Port No/So	Mulch sites	1450	52	1,500.00	1,500.00	1,500.00	1,500.00	Completed
147-11 Glazier	Mulch sites	1450	15	500.00	500.00	500.00	500.00	Completed
147-21 Pleasant Dr	Mulch site	1450	1	1,450.00	1,450.00	1,450.00	1,450.00	Completed
147-02	Edging & rock – house	1450	1	420.00	420.00	420.00	420.00	Completed
147-04	Edging & rock – foundation	1450	1	500.00	500.00	500.00	500.00	Completed 2007
147-08	Remove/replace shrubs	1450	1	2,079.00	2,079.00	2,079.00	2,079.00	Completed 2007
147-21	Remove trees & shrubs	1450	1	1,775.00	1,716.00	1,716.00	1,716.00	Completed 2007
147-21	Build retaining wall & plant	1450		2,500.00	1,890.38	1,890.38	1,890.38	Completed 2007
	Subtotal			14,224.00	13,355.38	10,055.38	10,055.38	
	Total 1450			51,474.00	45,905.38	42,605.38	39,805.38	

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages 2 of 2								
PHA Name: Dakota County Community Development Agency			Grant Type: Capital Fund Program Grant No: MN46P147-50103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	No.	Total Estimated Cost		Total Actual Cost		Status of Work
				Rev #1	Rev #2	Obligated	Expended	
PHA Wide	Energy & weatherization	1460	68	52,000.00	25,494.50	25,494.50	17,494.52	In progress
147-02	Draintile & foundation work, gutters	1460	2	11,412.85	12,968.92	12,968.92	12,968.92	Completed
147-02	Kitchen, bath, misc. interior	1460	2	27,985.25	27,985.25	27,985.25	27,985.25	Completed 1/06
147-02	Stucco dash	1460	2	7,890.00	7,890.00	7,890.00	7,890.00	Completed
147-02	Replace window	1460	1	1,070.00	1,070.00	1,070.00	1,070.00	Completed
147-02	Roof replacement	1460	1	0.00	4,391.00	4,391.00	0.00	In progress 1/04
147-04	Interior modernization	1460	1	19,660.00	19,660.00	19,660.00	19,660.00	Completed '07
147-06	Fire detection carry over	1460	80	276.81	276.81	276.81	276.82	Completed '02
147-08	Draintile & foundation work	1460	2	14,665.20	13,465.20	13,465.20	3,665.20	In progress
147-08	Kitchen, bath, misc. interior	1460	1	35,100.00	34,988.14	34,988.14	34,988.14	Completed 1/06
147-09 Port No/So	Interior modernization, mech work	1460	10	128,596.25	170,379.59	148,931.22	148,597.19	In progress
147-09 Port No/So	Replace entry doors,add storms, windows	1460	10	24,674.38	9,370.00	9,370.00	9,370.00	Completed
147-11 Glazier	Interior modernization, mech work	1460	14	6,485.00	6,485.00	6,485.00	6,485.00	Completed
147-11 Glazier	Replace entry doors, add storms	1460	14	0.00	0.00	0.00	0.00	
147-16	Replace roof	1460	1	4,145.00	4,145.00	4,145.00	4,145.00	Completed
147-17	Replace roof	1460	2	6,891.00	6,891.00	6,891.00	6,891.00	Completed
147-17	Replace window & siding	1460	1	15,233.00	15,233.00	15,233.00	15,233.00	Completed
147-17	Replace living room windows	1460	2	2,389.00	2,389.00	2,389.00	2,389.00	Completed
147-17	Remodel kitchen, bath & misc.	1460	1	13,972.00	13,972.00	13,972.00	13,972.00	Completed 1/06
147-21	Replace roof	1460	3	16,315.00	16,315.00	16,315.00	16,315.00	Completed
147-21	Replace windows, doors, siding, fascia	1460	1	23,628.00	23,646.51	23,646.51	23,646.51	Completed
PHA Wide	Furnace, water heaters & mech work	1465.1	15	21,529.26	22,470.70	22,469.85	969.85	In progress
Dwelling Structures Total		1460		433,918.00	439,486.62	418,037.40	374,012.40	
Site Work Total		1450		51,474.00	45,905.38	42,605.38	39,805.38	
1406, 1410, 1430 Total				135,000.00	135,000.00	135,000.00	132,762.96	
Grand Total 12-31-04				620,392.00	620,392.00	595,642.78	546,580.74	

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

**Dakota County CDA
MN46P 147-50103 CFP 2003
PHA Wide Weatherization Projects**

Addresses in **bold** have been completed

Project Number	Address
147-02	14321 Hayes Rd
147-02	14325 Hayes Rd
147-02	8272 143 rd St
147-02	8276 143 rd St
147-02	249 Elm St
147-02	15351 Drexel Way
147-02	3220 Lower 150 th St
147-02	14840 Dallara Ave
147-02	14850 Dallara Ave
147-02	14850 Danville Ave
147-02	14585 Chrome Ave
147-02	14929 Delft Ave
147-02	3526 148th St West
147-02	1361 Easter Lane
147-02	1363 Easter Lane
147-02	4680 Lower Nicols Rd
147-02	4680 Upper Nicols Rd
147-04	14880 Delft Ave
147-04	14890 Delft Ave
147-04	14975 Damask Ave
147-08	14201 Diamond Path
147-08	1331 Easter Lane
147-08	1333 Easter Lane

Project Number	Address
147-08	2031 Opal Place
147-08	1997 Gold Trail
147-08	1999 Gold Trail
147-09	13813 Portland
147-09	13815 Portland
147-09	13817 Portland
147-09	13819 Portland
147-09	13821 Portland
147-09	13823 Portland
147-09	13825 Portland
147-09	13827 Portland
147-09	13829 Portland
147-09	13831 Portland
147-09	14151 Portland
147-09	14153 Portland
147-09	14155 Portland
147-09	14157 Portland
147-09	14159 Portland
147-09	14161 Portland
147-13	2115 Clifview Dr
147-13	4535 Cinnamon Ridge Tr
147-16	990 Redwood
147-16	5884 West 139 th St

Project Number	Address
147-16	4585 Cinnamon Ridge Tr
147-16	2042 Pin Oak Dr
147-16	2048 Pin Oak Dr
147-16	2048 Vienna Lane
147-16	2050 Vienna Lane
147-17	13174 Foliage Ave
147-17	13176 Foliage Ave
147-17	3744 155 th St West
147-17	4440 Lynx Ct
147-17	4442 Lynx Ct
147-17	1251 Dunberry Lane
147-17	1253 Dunberry Lane
147-17	1378 Lakeside Circle
147-17	1380 Lakeside Circle
147-17	3370 201 st St
147-21	1640 Donald Ct
147-21	1642 Donald Ct
147-21	6463 Delilah
147-21	4800 141 st St
147-21	5637 144 th St West
147-21	148 Spruce Dr
147-21	15477 Dresden Tr
147-21	808 Dodd Rd

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

**Dakota County CDA
MN46P 147-50103 CFP 2003
PHA Wide Mechanical Work & Replacement**

Project Number	Address
147-02	6790 132 nd St
147-02	6792 132 nd St
147-08	116 West 25 th St
147-08	7792 Upper 167 th St
147-08	7800 Upper 167 th St
147-08	1243 Smith Ave
147-21	5637 144 th
147-02	16380 Gannon Way
147-16	4585 Cinnamon Ridge Tr
147-17	12951 Girard Ave

Project Number	Address
147-17	4440 Lynx Ct
147-17	4442 Lynx Ct
147-17	3370 201 st St
147-17	3744 155 th St
147-17	18255 Emerald Tr
147-17	7658 Barbara Ct
147-17	7660 Barbara Ct
147-02	3650 East 77 th
147-21	1201 Charlton
147-17	12955 Girard Ave

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: Dakota County Community Development Agency			Grant Type: Capital Fund Program		Federal FY of Grant: 2003	
			Grant No: MN46P147-50203			
			Replacement Housing Factor Grant No:			
<input type="checkbox"/> Original Annual Statements		<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision #1)	<input checked="" type="checkbox"/> Performance & Evaluation Report for Period Ending: 12/31/04	<input type="checkbox"/> Final Performance & Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost			Total Actual Cost	
		Original	Revision 1		Obligated	Expended
1	Total non-CFP Funds					
2	1406 Operations	1,500.00	4,500.00		4,500.00	0.00
3	1408 Management Improvements	0.00	0.00		0.00	0.00
4	1410 Administration	12,364.00	12,364.00		12,364.00	12,364.00
5	1411 Audit	0.00	0.00		0.00	0.00
6	1415 Liquidated Damages	0.00	0.00		0.00	0.00
7	1430 Fees and Costs	0.00	0.00		0.00	0.00
8	1440 Site Acquisition	0.00	0.00		0.00	0.00
9	1450 Site Improvement	76,400.00	47,729.00		29,150.00	29,150.00
10	1460 Dwelling Structures	33,379.00	59,050.00		2,412.00	2,412.00
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00		0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00		0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00		0.00	0.00
14	1485 Demolition	0.00	0.00		0.00	0.00
15	1490 Replacement Reserve	0.00	0.00		0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00		0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00		0.00	0.00
18	1499 Development Activities	0.00	0.00		0.00	0.00
19	1501 Collateralization or Debt Service	0.00	0.00		0.00	0.00
20	1502 Contingency	0.00	0.00		0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	123,643.00	123,643.00		48,426.00	43,926.00
22	Line 21 Related to LBP Activities	0.00	0.00		0.00	0.00
23	Line 21 Related to Section 504 compliance	0.00	0.00		0.00	0.00
24	Line 21 Related to Security – Soft Costs	0.00	0.00		0.00	0.00
25	Line 21 Related to Security – Hard Costs	0.00	0.00		0.00	0.00
26	Line 21 Related to Energy Conservation Measures	0.00	0.00		0.00	0.00
27	Collateralization Expenses or Debt Service	0.00	0.00		0.00	0.00

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages 1 of 2								
PHA Name: Dakota County Community Development Agency			Grant Type: Capital Fund Program Grant No: MN46P147-50203 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	No.	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revision 1	Obligated	Expended	
	Operations	1406		1,500.00	4,500.00	4,500.00	0.00	In progress
	Administration	1410		12,364.00	12,364.00	12,364.00	12,364.00	Completed
	Subtotal			13,864.00	16,864.00	16,864.00	12,364.00	
147-02	Concrete replacement	1450	2	3,000.00	3,100.00	1,300.00	1,300.00	In progress
147-07	Concrete replacement	1450	16	4,000.00	4,000.00	0.00	0.00	
147-08	Concrete replacement	1450	2	6,400.00	7,100.00	7,100.00	7,100.00	Completed
147-11	Retaining wall, concrete platform, sw	1450	15	15,000.00	6,800.00	0.00	0.00	
147-13	Concrete replacement	1450	1	3,400.00	1,800.00	1,800.00	1,800.00	Completed
147-17	Concrete replacement	1450	1	2,200.00	2,475.00	2,475.00	2,475.00	Completed
147-21	Add concrete pad for mail boxes	1450	8	2,400.00	1,600.00	1,600.00	1,600.00	Completed
	Subtotal			36,400.00	26,875.00	14,275.00	14,275.00	
147-02	Asphalt replacement	1450	1	3,800.00	2,000.00	2,000.00	2,000.00	Completed
147-08	Asphalt replacement	1450	1	3,800.00	3,800.00	0.00	0.00	
147-13	Asphalt replacement	1450	3	6,500.00	4,700.00	4,700.00	4,700.00	Completed
147-16	Asphalt replacement	1450	4	9,600.00	6,375.00	6,375.00	6,375.00	Completed
147-21	Asphalt replacement	1450	1	2,800.00	1,800.00	1,800.00	1,800.00	Completed
	Subtotal			26,500.00	18,675.00	14,875.00	14,875.00	
147-02	Add trees to property	1450	1	1,500.00	1,500.00	0.00	0.00	
147-05	Mulch. landscape	1450	16	2,500.00	2,500.00	0.00	0.00	
147-07	Mulch, landscape, build storage shed	1450	16	7,000.00	7,000.00	0.00	0.00	
147-21	Install locking mailboxes	1450	8	2,500.00	2,500.00	0.00	0.00	
	Subtotal			37,500.00	13,500.00			
	Total 1450			76,400.00	59,050.00	29,150.00	29,150.00	

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule									
PHA Name: Dakota County Community Development Agency				Grant Type: Capital Fund Program Grant No: MN46P147-50203 Replacement Housing Factor No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			Actual	All Funds Expended (Quarter Ending Date)			Actual	Reasons for Revised Target Dates
	Original	Revision 1			Original	Revision 1			
MN – 147-02	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-05	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-06	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-07	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-08	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-09	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-11	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-13	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-14	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-16	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-17	2/13/06	2/13/06			2/13/08	2/13/08			
MN – 147-21	2/13/06	2/13/06			2/13/08	2/13/08			

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: Dakota County Community Development Agency			Grant Type: Capital Fund Program		Federal FY of Grant: 2004	
			Grant No: MN46P147-50104			
			Replacement Housing Factor Grant No:			
<input type="checkbox"/> Original Annual Statements		<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision #1)		<input checked="" type="checkbox"/> Performance & Evaluation Report for Period Ending: 12/31/04	<input type="checkbox"/> Final Performance & Evaluation Report
Line	Summary by Development Account	Total Estimated Cost			Total Actual Cost	
		Original	Revision 1	Revision 2	Obligated	Expended
1	Total non-CFP Funds					
2	1406 Operations	50,000.00	50,000.00		50,000.00	0.00
3	1408 Management Improvements	0.00	0.00		0.00	0.00
4	1410 Administration	71,847.90	71,847.90		71,847.90	32,779.79
5	1411 Audit	0.00	0.00		0.00	0.00
6	1415 Liquidated Damages	0.00	0.00		0.00	0.00
7	1430 Fees and Costs	40,500.00	40,500.00		40,500.00	0.00
8	1440 Site Acquisition	0.00	0.00		0.00	0.00
9	1450 Site Improvement	29,000.00	21,750.00		750.00	750.00
10	1460 Dwelling Structures	527,131.10	534,381.10		54,700.00	234.20
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00		0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00		0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00		0.00	0.00
14	1485 Demolition	0.00	0.00		0.00	0.00
15	1490 Replacement Reserve	0.00	0.00		0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00		0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00		0.00	0.00
18	1499 Development Activities	0.00	0.00		0.00	0.00
19	1501 Collateralization or Debt Service	0.00	0.00		0.00	0.00
20	1502 Contingency	0.00	0.00		0.00	0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	718,479.00	718,479.00		217,797.90	33,763.99
22	Line 21 Related to LBP Activities	0.00	0.00		0.00	0.00
23	Line 21 Related to Section 504 compliance	0.00	0.00		0.00	0.00
24	Line 21 Related to Security – Soft Costs	0.00	0.00		0.00	0.00
25	Line 21 Related to Security – Hard Costs	0.00	0.00		0.00	0.00
26	Line 21 Related to Energy Conservation Measures	65,631.10	65,631.10		15,000.00	0.00
27	Collateralization Expenses or Debt Service	0.00	0.00		0.00	0.00

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages 2 of 2								
PHA Name: Dakota County Community Development Agency			Grant Type: Capital Fund Program Grant No: MN46P147-50104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	No.	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revision 1	Obligated	Expended	
PHA Wide	Energy & weatherization	1460	48	65,631.10	56,181.10	15,000.00	234.20	In progress
PHA Wide	Furnace replacement	1460	5	9,000.00	18,450.00	9,000.00	0.00	In progress
147-02	Kitchen, bath, misc. interior	1460	8	86,500.00	86,500.00	0.00	0.00	
147-02	Install interior draintile	1460	2	11,000.00	0.00	0.00	0.00	
147-06 CLM	Replace dropped ceiling grids & tiles	1460	80	7,000.00	7,000.00	0.00	0.00	
147-06 CLM	Replace common area flooring	1460	80	72,000.00	72,000.00	0.00	0.00	
147-06 CLM	Paint common areas	1460	80	27,000.00	27,000.00	0.00	0.00	
147-07 Oliver Terr.	Replace furnaces	1460	16	32,000.00	29,248.00	0.00	0.00	
147-08	Remodel bath	1460	1	8,000.00	8,000.00	0.00	0.00	
147-08	Interior draintile	1460	1	5,500.00	0.00	0.00	0.00	Moved to 1450
147-09 Ports & Rsmt	Repair leaking side walls Remodel kitchens, baths, closet doors Painting, flooring, lighting, water treat	1460	52	92,000.00	92,000.00	0.00	0.00	
147-11 Glazier	Repair leaking side walls Remodel kitchens, baths, closet doors Painting, flooring, lighting, water treat	1460	15	79,500.00	79,500.00	0.00	0.00	
147-11	Repair, tuck point block & garage slab	1460	15	10,000.00	10,000.00	0.00	0.00	
147-17	Interior modernization	1460	1	0.00	16,502.00	0.00	0.00	Moved up from '06
147-21	Remodel kitchen, bath & misc interior	1460	1	22,000.00	32,000.00	30,700.00	0.00	In progress
	Dwelling Structures Total	1460		527,131.10	534,382.10	54,700.00	234.20	
	Site Work Total	1450		29,000.00	21,750.00	750.00	750.00	
	1406, 1410, 1430 Total			162,347.90	162,347.90	162,347.90	32,779.79	
	Grand Total 12-31-04			718,479.00	718,480.00	217,797.90	33,763.99	

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

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

PHA Name: Dakota County Community Development Agency	Grant Type: Capital Fund Program Grant No: MN46P147-50104 Replacement Housing Factor No:	Federal FY of Grant: 2004
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revision 1	Actual	Original	Revision 1	Actual	
MN – 147-02	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-04	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-05	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-06	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-07	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-08	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-09	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-11	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-14	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-16	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-17	9/14/06	9/14/06		9/14/08	9/14/08		
MN – 147-21	9/14/06	9/14/06		9/14/08	9/14/08		

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

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12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

**Dakota County CDA
MN46P 147-50104 CFP 2004
PHA Wide Weatherization Projects**

Project Number	Address
147-17	12951 Girard
147-17	12955 Girard
147-17	2804 Rolling Oaks
147-17	2806 Rolling Oaks
147-17	1612 Rio Loma Lane
147-08	621 Walnut
147-16	1006 1 St St
147-16	1008 1 St St
147-17	18255 Emerald Trail
147-02	3650 East 77 th
147-04	7510 Cloman A
147-04	7510 Cloman B
147-04	6039 East Concord
147-04	4020 East 64 th St
147-16	3551 East 69 th St
147-02	7480 165 th St
147-02	7350 Upper 164 th St
147-09	2476 145 th St
147-09	2482 145 th St

Project Number	Address
147-02	16380 Gannon Way
147-16	6691 Gerdine Path
147-17	16947 Gannon Way
147-21	6819 Upper 162 nd
147-11	14631 Glazier
147-11	14633 Glazier
147-11	14635 Glazier
147-11	14637 Glazier
147-11	14639 Glazier
147-11	14641 Glazier
147-11	14643 Glazier
147-11	14645 Glazier
147-11	14647 Glazier
147-11	14649 Glazier
147-11	14651 Glazier
147-11	14653 Glazier
147-11	14655 Glazier
147-09	2478 145 th St
147-09	2484 145 th St

Project Number	Address
147-11	14657 Glazier
147-11	14659 Glazier
147-09	14580 Biscayne
147-09	14582 Biscayne
147-09	14584 Biscayne
147-09	14586 Biscayne
147-09	14588 Biscayne
147-09	14590 Biscayne
147-09	14592 Biscayne
147-09	14594 Biscayne
147-09	14596 Biscayne
147-09	14598 Biscayne
147-09	14600 Biscayne
147-09	14602 Biscayne
147-09	2470 145 th St
147-09	2472 145 th St
147-09	2474 145 th St
147-09	2480 145 th St

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

**Dakota County CDA
MN46P 147-50104 CFP 2004
PHA Wide Furnace Replacement**

Project Number	Address
147-21	610 Pleasant #1
147-21	610 #2
147-21	610 #3
147-21	610 #4
147-21	650 #1
147-21	650 #2
147-21	650 #3
147-21	650 #4

13. Capital Fund Program Five-Year Action Plan

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHA Name: Dakota County Community Development Agency			Grant Type: Capital Fund Program Grant No: MN46P147-50105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
<input checked="" type="checkbox"/> Original Annual Statements	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no.)	<input type="checkbox"/> Performance & Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance & Evaluation Report	
Line No.	Summary by Development Account	Total Estimated Cost			Total Actual Cost	
		Original			Obligated	Expended
1	Total non-CFP Funds:					
a	CDA Funding	411,000.00				
b	Capital Loan (see pages 58 & 59 for 3-year plan)	1,475,043.00				
2	1406 Operations	50,000.00				
3	1408 Management Improvements Soft Costs	0.00				
	Management Improvements Hard Costs	0.00				
4	1410 Administration	49,000.00				
5	1411 Audit	0.00				
6	1415 Liquidated Damages	0.00				
7	1430 Fees and Costs	49,000.00				
8	1440 Site Acquisition	0.00				
9	1450 Site Improvement	32,300.00				
10	1460 Dwelling Structures	253,700.00				
11	1465.1 Dwelling Equipment—Nonexpendable	0.00				
12	1470 Nondwelling Structures	0.00				
13	1475 Nondwelling Equipment	0.00				
14	1485 Demolition	0.00				
15	1490 Replacement Reserve	0.00				
16	1492 Moving to Work Demonstration	0.00				
17	1495.1 Relocation Costs	0.00				
18	1499 Development Activities	0.00				
19	1501 Collateralization or Debt Service	210,000.00				
20	1502 Contingency	56,000.00				
21	Amount of Annual Grant: (sum of lines 2-20)	700,000.00				
	Line 21 Related to LBP Activities	0.00				
	Line 21 Related to Section 504 compliance	0.00				
	Line 21 Related to Security –Soft Costs	0.00				
	Line 21 Related to Security-- Hard Costs	0.00				
	Line 21 Related to Energy Conservation Measures	25,000.00				

13. Capital Fund Program Five-Year Action Plan

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 2: Supporting Pages								
PHA Name: Dakota County Community Development Agency			Grant Type: Capital Fund Program Grant No: MN46P147-50105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005	
<input checked="" type="checkbox"/> Original Annual Statements	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no.)	<input type="checkbox"/> Performance & Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance & Evaluation Report			
Development No Name/HA Wide Activities	General Description of Major Work Categories	Development Account No.	No.	Total Estimated Cost		Total Actual Cost		Status of Work
	CAPITAL LOAN (see pgs 58 & 59)			1,475,043.00				
	CAPITAL FUND GRANT PLAN							
	OPERATING	1406		50,000.00				
	ADMINISTRATION	1410		49,000.00				
	FEES & COST	1430		49,000.00				
	DEBT SERVICE	1501		210,000.00				
	CONTINGENCY	1502		56,000.00				
	TOTAL OF ABOVE			414,000.00				
	SITE IMPROVEMENTS	1450						
PHA WIDE	Concrete Replacement	1450	3	10,000.00				
147-21	Concrete Replacement	1450	2	5,000.00				
PHA WIDE	Asphalt Replacement	1450	3	6,000.00				
147-21	Asphalt Replacement	1450	2	3,800.00				
PHA WIDE	Site Work (Landscape, trees, ...)	1450	3	7,500.00				
	SITE IMPROVEMENTS TOTAL	1450		32,300.00				
	DWELLING STRUCTURES	1460						
PHA WIDE *see	Weatherization & Energy Work	1460	25	25,000.00				
PHA WIDE attached	Roofing Replacements	1460	3	15,000.00				
PHA WIDE PHA list	Furnace Replacements	1460	14	28,000.00				
	PHA WIDE SUBTOTAL	1460		68,000.00				

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)					
PHA Name: Dakota County Community Development Agency		Grant Type: Capital Fund Program Grant No: MN46P147-50105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
PROPOSED CAPITAL LOAN 3-YEAR PLAN		YEAR 1	YEAR 2	YEAR 3	PROPOSED LOAN PROCEEDS \$1,475,043.00
	CONTRACT MANAGEMENT	49,168.10	49,168.10	49,168.10	
147-02	OLD CTY. ROAD 34 (4)				
	Replace Concrete Stoops	26,000.00	0.00	0.00	
	Replace windows	14,000.00	0.00	0.00	
	Interior Modernization	22,000.00	44,000.00	22,000.00	
	Furnace Replacement	7,800.00	0.00	0.00	
	Addition of Central Air	7,800.00	0.00	0.00	
	Subtotal	77,600.00	44,000.00	22,000.00	
147-05	MCKAY MANOR (16)				
	Concrete Replacement	0.00	8,000.00	0.00	
	Asphalt Replacement	0.00	0.00	15,000.00	
	Replace garage doors	0.00	12,000.00	0.00	
	Bath Repairs	0.00	0.00	25,000.00	
	Addition of Central Air	0.00	0.00	32,000.00	
	Subtotal	0.00	20,000.00	72,000.00	
147-07	OLIVER TERRACE (16)				
	Concrete Replacement	0.00	6,000.00	0.00	
	Asphalt patch & Seal	0.00	0.00	4,500.00	
	Bath Remodels	35,000.00	35,000.00	35,000.00	
	Frame down & Replace Closet doors	16,000.00	16,000.00	16,000.00	
	Flooring Replacement	22,400.00	22,400.00	22,400.00	
	Interior millwork, base, trim...	12,000.00	12,000.00	12,000.00	
	Replace Garage Doors	0.00	0.00	9,600.00	
	Replace Entry Doors	25,600.00	0.00	0.00	
	Subtotal	111,000.00	91,400.00	99,500.00	

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)					
PHA Name: Dakota County Community Development Agency		Grant Type: Capital Fund Program Grant No: MN46P147-50105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
PROPOSED CAPITAL LOAN 3-YEAR PLAN		YEAR 1	YEAR 2	YEAR 3	
147-06	COLLEEN LONEY MANOR (80)				
	Caulk expansion joints in brick	0.00	0.00	20,000.00	
	Paint steel beams, mantel headers, & retaining wall	0.00	26,000.00	0.00	
	Replace siding	0.00	0.00	48,000.00	
	Build closet in community room	2,500.00	0.00	0.00	
	Install card readers at entry door	0.00	6,000.00	0.00	
	Replace apartment door hardware	0.00	30,000.00	0.00	
	Impliment Lighting System from Analysis	12,000.00	0.00	0.00	
	Replace laundry room flooring	8,000.00	0.00	0.00	
	A/C Common Areas	32,000.00	0.00	0.00	
	Remodel shower in Apt. 101	0.00	10,000.00	0.00	
	Replace handrails in corridors	0.00	20,000.00	0.00	
	Install door operator at community room	4,000.00	0.00	0.00	
	Replace two entry doors	0.00	5,000.00	0.00	
	Replace apartment cabinetry, counter tops, vanity, top	190,000.00	0.00	0.00	
	Replace sinks, faucets, & shutoffs	80,000.00	0.00	0.00	
	Replace vinyl & carpeting	206,538.70	0.00	0.00	
	Replace Ranges	50,000.00	0.00	0.00	
	Subtotal	625,038.70	97,000.00	68,000.00	
	CAPITAL LOAN TOTAL PER YEAR	862,806.80	301,568.10	310,668.10	1,475,043.00

13. Capital Fund Program Five-Year Action Plan

**Dakota County CDA
MN46P 147-50105 CFP 2005**

PHA Wide Furnace Replacement

Project Number	Address
147-21	148 Spruce St
147-21	1612 Rio Loma
147-02	2231 Old Cty. Rd. 34
147-02	2233
147-02	2235
147-02	2337
147-08	3808 B Lodestone
147-02	4680 U. Nicols Boiler
147-02	4680 L. Nicol Boiler
147-21	6463 Delilah
147-17	808 Dodd
147-14	14890 Delft
147-09	2476 145 th
147-09	2484 145 th
147-09	14594 Biscayne

PHA Wide Roof Replacement

Project Number	Address
147-04	7510 A & B Cloman Way
147-21	6463 Delilah
147-16	5884 W. 139 th

13. Capital Fund Program Five-Year Action Plan

**Dakota County CDA
MN46P 147-50105 CFP 2005
PHA Wide Weatherization Projects**

Project Number	Address
147-02	14321 Hayes Rd
147-02	14325 Hayes Rd
147-02	8272 143 rd St
147-02	8276 143 rd St
147-02	249 Elm St
147-02	15351 Drexel Way
147-02	3220 Lower 150 th St
147-02	14840 Dallara Ave
147-02	14850 Dallara Ave
147-02	14850 Danville Ave
147-02	14585 Chrome Ave
147-02	14929 Delft Ave
147-02	3526 148 th St West
147-02	1361 Easter Lane
147-02	1363 Easter Lane
147-02	4680 Lower Nicols Rd
147-02	4680 Upper Nicols Rd
147-04	14880 Delft Ave
147-04	14890 Delft Ave
147-04	14975 Damask Ave
147-08	1331 Easter Lane
147-08	1333 Easter Lane

Project Number	Address
147-08	2031 Opal Place
147-08	1997 Gold Trail
147-08	1999 Gold Trail
147-09	13813 Portland
147-09	13819 Portland
147-09	13821 Portland
147-09	13823 Portland
147-09	13825 Portland
147-09	13827 Portland
147-09	13829 Portland
147-09	13831 Portland
147-09	14151 Portland
147-09	14153 Portland
147-09	14155 Portland
147-09	14157 Portland
147-09	14161 Portland
147-13	2115 Clifview Dr
147-13	4535 Cinnamon Ridge Tr
147-16	5884 West 139 th St
147-16	4585 Cinnamon Ridge Tr
147-16	2042 Pin Oak Dr
147-16	2048 Pin Oak Dr

Project Number	Address
147-16	2048 Vienna Lane
147-16	2050 Vienna Lane
147-17	13174 Foliage Ave
147-17	13176 Foliage Ave
147-17	3744 155 th St West
147-17	4440 Lynx Ct
147-17	4442 Lynx Ct
147-17	1251 Dunberry Lane
147-17	1253 Dunberry Lane
147-17	1378 Lakeside Circle
147-17	1380 Lakeside Circle
147-17	3370 201 st St
147-21	1640 Donald Ct
147-21	1642 Donald Ct
147-21	6463 Delilah
147-21	4800 141 st St
147-21	5637 144 th St West

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name: Dakota County Community Development Agency					<input checked="" type="checkbox"/> Original 5-Year Plan
					<input type="checkbox"/> Revision No:
Development Number/Name/HA-Wide	Year 1 Annual Statement	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2007	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2009	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2010
PHA Wide		75,500.00	72,000.00	57,500.00	121,500.00
147-02		0.00	0.00	0.00	14,000.00
147-04		41,400.00	0.00	1,200.00	18,500.00
147-08		14,000.00	8,000.00	14,000.00	18,000.00
147-09		25,000.00	56,000.00	56,000.00	47,000.00
147-11		86,000.00	89,500.00	86,000.00	89,000.00
147-13		0.00	0.00	12,000.00	0.00
147-16		22,000.00	18,500.00	0.00	0.00
147-17		59,600.00	28,000.00	18,300.00	42,500.00
147-21		12,500.00	64,000.00	91,000.00	41,500.00
1502 Contingency		56,000.00	56,000.00	56,000.00	56,000.00
1501 Debt Service		210,000.00	210,000.00	210,000.00	210,000.00
1410 Admin 1430 Fees & Costs		98,000.00	98,000.00	98,000.00	98,000.00
CFP Funds Listed for 5-year planning		700,000.0	700,000.00	700,000.00	700,000.00
Replacement Housing Factor Funds					

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year: 2006 FFY Grant: 2006 PHA FY: 2007			Activities for Year: 2007 FFY Grant: 2007 PHA FY: 2008		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA Wide	Concrete Replacement	7,500.00	PHA Wide	Concrete Replacement	10,000.00
PHA Wide	Asphalt Replacement	6,000.00	PHA Wide	Asphalt Replacement	6,000.00
PHA Wide	Site Work	6,000.00	PHA Wide	Site Work	7,500.00
PHA Wide	Weatherization/Energy	48,000.00	PHA Wide	Weatherization/Energy	33,500.00
PHA Wide	Furnace Replacement	8,000.00	PHA Wide	Roof replacement	15,000.00
147-04	Interior Modernization	41,400.00	147-08	Concrete Replacement	8,000.00
147-08	Interior Concrete replace	14,000.00	147-09	Concrete /Interior Mod.	56,000.00
147-09	Interior Modernization	25,000.00	147-11	Interior Modernization	89,500.00
147-11	Interior Modernization	86,000.00	147-16	Interior Modernization	18,500.00
147-16	Interior Modernization	22,000.00	147-17	Interior Modernization	28,000.00
147-17	Siding, windows, doors	59,600.00	147-21	Interior Modernization	64,000.00
147-21	Interior draintile/site work	12,500.00			
1502 Contingency		56,000.00	1502 Contingency		56,000.00
1501 Debt Service		210,000.00	1501 Debt Service		210,000.00
1410 Admin / 1430 Fees		98,000.00	1410 Admin / 1430 Fees		98,000.00
Total CFP Estimated Cost		700,000.00	Total CFP Estimated Cost		700,000.00

13. Capital Fund Program Five-Year Action Plan

Prior to the development of the 2005 Annual Submission and Five-Year Action Plan, residents and units of local government were asked in writing for their ideas on what physical and management improvements they would like the CDA undertake.

A resident meeting was held at Colleen Loney Manor on Tuesday, February 22, 2005, and was attended by thirteen residents. Tenants were informed that the CDA has funding for interior common area improvements such as replacing emergency lighting, painting, and replacing common area flooring throughout the building. We also discussed using 2005 Capital Funds for improvements in the living areas such as replacing cabinets, counter tops, unit flooring, and lighting.

On Thursday, February 17, 2005, an additional resident meeting was held at the CDA office. No one attended that meeting.

On Tuesday, March 8, 2005, a public hearing was held at the CDA office. No one attended that meeting.

All public housing residents received written notices of the above meetings, and were invited to submit written comments or to call the Technical Service Specialist with comments.

The CDA received one request in writing from a scattered site tenant for central air conditioning. Sixteen residents from the Portland South development requested dishwashers. The CDA took the items under consideration but due to funding reductions was unable to accommodate these requests in the 2005 5-year plan.