

PHA 5-Year and Annual Plan

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

OMB No. 2577-0226
Expires 4/30/2011

1.0	PHA Information PHA Name: Housing Authority of the Borough of Highlands PHA Code: NJ041 PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 07/2015				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: 125 Number of HCV units: 0				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.) Not applicable				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
					PH HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: See following pages.				
5.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. See following pages.				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. See following pages.				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable. See following pages.				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.				
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing. Attached				
8.2	Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. Attached				
8.3	Capital Fund Financing Program (CFFP). <input checked="" type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.				
9.0	Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. See following pages.				

9.1	Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. See following pages.
10.0	Additional Information. Describe the following, as well as any additional information HUD has requested. (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" See following pages.
11.0	Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office. (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) Attached (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) Attached (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) Attached (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) Attached (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) Not applicable --No lobby activities (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. Attached (g) Challenged Elements Not applicable (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) Attached (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) Attached

5.0 Five-Year Plan

5.1 Mission

The mission of the Housing Authority of the Borough of Highlands is to promote adequate and affordable housing, economic opportunity and a suitable living environments free from discrimination.

5.2 Goals and Objectives

PHA Goal: To convert 125 Public Housing units to the Rental Assistance Demonstration Program.

The Authority's application was reviewed and found compliant by HUD. The Authority is currently on the wait list for RAD funding.

PHA Goal: Staff Development/Personnel Policies

The Authority will assess staff training needs and provide training and continuing education on an annual basis. The Personnel Policy will be reviewed and revised on a biennial basis.

PHA Goal: Technology

The Authority will upgrade its tenant database and accounting database software programs. Staff will be trained to more efficiently use the available technology.

PHA Goal: Public Housing Policy Development and Implementation

The Authority will review and revise its Admissions and Occupancy Policy on a biennial basis. All forms and checklists will be regularly updated.

PHA Goal: Public Housing Lease Compliance

The Public Housing lease will be revised and enforcement increased in key areas as determined.

PHA Goal: Implement public housing security improvements

The Authority will evaluate its current security camera systems, determine its needs, and add a work item in the CFP program to address needs.

PHA Goal: Provide or attract supportive services to increase independence for the elderly and families with disabilities.

The Authority applied for a HUD ROSS Supportive Services grant for FFY 2014 through the NJ Institute for Disabilities but was not funded. The Authority will continue to seek other avenues of providing supportive services to its elderly and disabled residents.

6.0 PHA Plan Update

(a) (1) The following elements have been updated since the Housing Authority's last Annual PHA Plan submission:

- Eligibility, Selection and Admissions Policies
- Financial Resources
- Rent Determination
- Fiscal Year Audit
- Capital Fund Program Annual Statement and Five-Year Action Plan

(a) (2) Rental Assistance Demonstration (RAD)

The Highlands Housing Authority is incorporating into its annual and 5-year PHA Plan the Rental Assistance Demonstration Program (RAD). Its application was found to be in compliance and the Authority is now on the waiting list for RAD funding. If funds become available the Authority will conduct a financial assessment to determine if it will be cost effective to convert to the RAD program. If the Authority converts to RAD, upon conversion to (Project Based Vouchers or Project Based Rental Assistance) the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in (*For conversions to PBV: Section 1.6.C & 1.6.D of PIH Notice 2012-32, REV-1; For conversions to PBRA: Section 1.7.B & 1.7.C of PIH Notice 2012-32, REV-1*). The Perth Amboy Housing Authority will administer the vouchers. Additionally, the Highlands Housing Authority is currently compliant with all fair housing and civil rights requirements and is not under a Voluntary Compliance Agreement.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing Highlands Housing Authority with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that Highlands Housing Authority may also borrow funds to address their capital needs. The Highlands Housing Authority may also be contributing Operating Reserves and Capital Funds towards the conversion. The Highlands Housing Authority currently has debt under the Capital Fund Financing Program and will be working with Bank of New York to address outstanding debt issues, which may result in additional reductions of capital funds.

(b) The Housing Authority's Five-Year and Annual Plans are available for review by the public at the Authority's central office: 215 Shore Drive, Highlands, New Jersey. The plan will also be available on the Authority's web site.

6.0 PHA Plan Elements

- **Eligibility, Selection and Admissions Policies:** The Authority has modified its Admissions and Occupancy Policies for Public Housing to comply with changes to federal housing statutes. As part of those changes, the Housing Authority has adopted the Equal Access Rule in accordance with PIH 2014-20 to provide equal access to public housing assistance regardless of sexual orientation, gender identity, or marital status. The Authority has also adopted revised flat rents for public housing in accordance with Section 210 of the HUD Appropriations Act of 2014
- **Financial Resources:** The Authority anticipates that it will have a total of approximately \$1,210,877 available to operate its various programs and activities during the next year. These funds will be from federal grants received during this year, unobligated funds from federal grants received in previous years, rental income and non-federal income sources.

Financial Resources:		
Sources	Planned Funds	
1. Federal Grants		
a) Public Housing Operating Fund	470,992	
b) Public Housing Capital Fund	124,418	
c) HOPE VI Revitalization	-	
d) HOPE VI Demolition	-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	-	
f) Resident Opportunity and Self-Sufficiency Grants	-	
g) Community Development Block Grant	0	
h) Family Self-Sufficiency Grant		
i) HOME	-	

Financial Resources:		
Sources	Planned Funds	
Other Federal Grants (list below)	-	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FYs 2013-2014 Capital Grant Funds	83,167	
3. Public Housing Dwelling Rental Income		
Rental Income	518,300	
Laundry/Sales & Service	12,600	
4. Other income (list below)		
4. Non-federal sources (list below)		
Interest Income	1,400	
Total Resources	1,210,877	

- **Rent Determination:** The Housing Authority either sets its public housing rents at 30% of the adjusted income of the family with several deductions and income disregards to promote resident self-sufficiency or it allows residents to pay a flat rent which is set at the market value of the apartment in accordance with section 210 of the HUD Appropriations Act of 2014. The Housing Authority has also established a \$50.00 minimum rent for public housing.
- **Civil Rights Certifications:** The civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations. The Housing Authority examines its housing programs to identify any impediments to fair housing choice within those programs and addresses those impediments in a reasonable fashion in view of the resources available. The Housing Authority works with the Borough of Highlands to implement the Borough's initiatives to affirmatively further fair housing and housing opportunities. The Housing Authority's PHA Annual Plan is consistent with the Consolidated Plan of the State of New Jersey and the Annual Action Plan of the County of Monmouth.
- **Fiscal Year Audit:** A fiscal audit for the Housing Authority's fiscal year ended June 30, 2014 was submitted to HUD. There were no findings as the result of that audit.
- **Asset Management:** To comply with the Public Housing Operating Fund Rule, the Authority has established two asset management projects (AMPs) for project-based funding, accounting, budgeting, management and performance assessment. These are as follows:
NJ041000001, Jennie Parker Manor AMP

NJ041000002, Ptak Towers AMP

- **Violence Against Women Act (VAWA):** The Housing Authority undertakes affirmative measures: to protect adult and child victims of domestic violence, dating violence, sexual assault or stalking, who are residents of public housing, from loss of tenancy or housing assistance; and to serve the needs of adult and child victims of domestic violence, dating violence, sexual assault or stalking.

The Housing Authority's Admissions and Occupancy Policy for Public Housing provides that adult and child victims of domestic violence, dating violence, sexual assault or stalking shall not be subject to eviction, loss of tenancy or occupancy rights, or termination of housing assistance, or otherwise penalized as a result of criminal activity directly relating to domestic violence, dating violence or stalking engaged in by a member of a tenant's household, or any guest or other person under the tenant's control if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that domestic violence, dating violence or stalking. The Housing Authority's Admissions and Occupancy Policy for Public Housing also provides for preference in admissions or selection for assistance to applicants displaced as a result of domestic violence.

The Housing Authority notifies all residents and applicants for public housing of their rights under Public Law 109-162, including their right to confidentiality and the limits thereof. The Housing Authority notifies its staff members involved in the management of public housing of their rights and obligations under Public Law 109-162.

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

The Housing Authority has filed a RAD application to convert 125 of its public housing units to Section 8 rental vouchers. Its application was found to be in compliance and the Authority is currently on the waiting list for funding.

8.0 Capital Improvements

The Authority has established the capital needs that it intends to address during this year and in subsequent years. These needs are detailed in the Annual Statement for the Federal Fiscal Year 2015 Capital Fund Program Grant NJ39-P041-50115; the Performance and Evaluation Reports for the FFYs 2013-2015 CFP Grants NJ39-P041-50113, -50114 and 50115; and the CFP Five-Year Action Plan for FFYs 2015-2019, which are attached to this PHA Annual Plan. The Authority has \$202,468 of unobligated funds from previous Capital Fund Program grants (as of 12/31/2015) and anticipates an additional \$126,801 of CFP funds in FY 2016. The Housing Authority will use these funds for various capital and management improvements at the following developments:

- Jennie Parker Manor AMP, NJ041000001
- Ptak Towers AMP, NJ041000002

A portion of the CFP funds must be used for debt service for bond financing provided through the Capital Fund Financing Program, New Jersey Housing and Mortgage Finance Agency CFP Revenue Bonds 2004 Series A. The bond proceeds and interest were used from 2005 through 2008 to accelerate

the modernization of Jennie Parker Manor and Ptak Towers This program was completed and closed out in a previous fiscal year.

9.0 Housing Needs.

Housing Needs of Families in the Borough of Highlands

The following table shows the housing needs of families on the Housing Authority’s Public Housing waiting lists.

Housing Needs of Families on the Public Housing Waiting List			
	Number of families	% of total families	Annual Turnover
Waiting list total	54		
Extremely low income <=30% AMI	51	94%	
Very low income (>30% but <=50% AMI)	2	4%	
Low income (>50% but <80% AMI)	1	2%	
Families with children	6	11%	
Elderly families	4	7%	
Families with Disabilities	20	37%	
White	43	80%	
Black/ African American	11	20%	
American Indian	0	0%	
Asian	0	0%	
Multi-Racial	0	0%	
Hispanic	1	2%	
Characteristics by Bedroom Size			
0BR	-	-	
1 BR	46	85%	
2 BR	3	6%	
3 BR	4	7%	
4 BR	1	2%	
5 BR	-	-	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

9.1 Strategies for Addressing Housing Needs

The Housing Authority will take the following actions to address housing needs:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line.
- Reduce turnover time for vacated public housing units.
- Affirmatively market to local non-profit agencies that assist the elderly and families with disabilities.

10.0 Additional Information

(a) Progress in Meeting Mission and Goals.

The Authority's progress in meeting the goals identified in the PHA Five-Year Plan is described below.

PHA Goal: Renovate and modernize public housing units.

Progress Made: The Housing Authority participated in a consortium of New Jersey Authorities and received \$622,305 in Capital Fund Financing Program bond proceeds through the New Jersey Housing and Mortgage Finance Agency Series 2004 A CFP Revenue Bonds. With these funds, and the Authority's other CFP grants, the Authority was able to make substantial progress towards the modernization of Jennie Parker Manor and Ptak Towers.

PHA Goal: Implement public housing security improvements.

Progress Made: The Housing Authority used CFP funds to install a closed circuit television security camera system at Jennie Parker Manor and to upgrade the entrance locking systems at Ptak Towers.

PHA Goal: Provide or attract supportive services to increase independence for the elderly and families with disabilities.

Progress Made: Middlesex County provides bus transportation to Shop Rite weekly, and the Visiting Nurse Association provides on-site nursing care at Ptak Towers. Additionally, a social worker from Middlesex County Board of Social Services visits clients on a monthly basis. The Authority applied for a HUD ROSS Supportive Services grant for FFY 2014 through the NJ Institute for Disabilities but was not funded. The Authority will continue to seek other avenues of providing supportive services to its elderly and disabled residents.

PHA Goal: Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities.

Progress Made: The Housing Authority has undertaken renovations at both its public housing developments to provide accessible units for families with disabled family members. The Housing Authority has completed various renovations to common areas in Ptak Towers to improved access for the mobility-impaired including the construction of a new entrance ramp, automation of the entrance doors and community room doors, and renovations of the elevators.

(b) Significant Amendment and Substantial Deviation/Modification. A “significant amendment” to or “substantial deviation” from the PHA Plans shall consist of any of the following actions:

- A major change to the Housing Authority’s Admissions and Occupancy Policy.
- The addition of a non-emergency item to the Housing Authority’s Capital Fund program Five-Year Action Plan.
- The undertaking of new development or redevelopment activities not in the PHA Five-Year Plan.
- Any change in the status of a public housing development with regard to planned demolition or disposition, homeownership programs, or conversion of public housing.

(c) The Housing Authority of the Borough of Highlands is not subject to any memorandum of agreement with HUD or any plan to improve performance.

11.0 Required Submission for HUD Field Office Review

The following documents are attached to this PHA Annual Plan:

- (a)** Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations
- (b)** Form HUD-50077-CR, Civil Rights Certification
- (c)** Form HUD-50070, Certification for a Drug-Free Workplace
- (d)** Form HUD-50071, Certification of Payments to Influence Federal Transactions
- (e)** Form SF-LLL, Disclosure of Lobbying Activities
- (f)** Resident Advisory Board (RAB) and other comments received during the public advisory process.
- (g)** Form HUD-50075.1, Capital Fund Program Annual Statement for FY 2015 grant
- (h)** Form HUD-50075.2, Capital Fund Program Five-Year Action Plan for FYs 2015-2019
- (i)** Forms HUD-50075.1, CFP Performance and Evaluation Reports for FYs 2013-2014 grants

The Housing Authority undertook no lobbying activities in connection with this PHA Annual Plan submission. The form SF-LLL, Disclosure of Lobbying Activities Continuation Sheet is not attached.

No elements of this PHA Annual Plan have been challenged.

**PHA Certifications of Compliance
with PHA Plans and Related
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 08/30/2011

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or 1 Annual PHA Plan for the PHA fiscal year beginning, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change. **(As per Notice PIH 2008-41 this is struck out due to fluctuations in capital fund appropriations)**
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

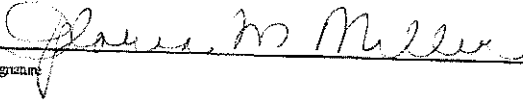
Highlands Housing Authority

NJ 041

5-Year PHA Plan for Fiscal Years 2015- 2019

Annual PHA Plan for Fiscal Years 2015- 2016

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Gloria Miller	Title	Chairperson
Signature		Date	3/26/15

Civil Rights CertificationU.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011**Civil Rights Certification****Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:


The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Housing Authority of the Borough of Highlands

NJ041

PHA Name_____
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official		Douglas G. Dzema		Title		Executive Director	
Signature				Date		3/26/2015	

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Housing Authority of the Borough of Highlands

Program/Activity Receiving Federal Grant Funding

Annual Plan/Five-Year Plan/CFP 2015-2019

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

NJ041-000001

NJ041-000002

Check here if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
 (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Douglas G. Dzema	Title Executive Director
Signature X	Date 3/26/2015

**Certification of Payments
to Influence Federal Transactions**

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

Applicant Name

Housing Authority of the Borough of Highlands

Program/Activity Receiving Federal Grant Funding

Annual Plan 2015-2016/ Five-Year Plan 2015-2019/ Capital Plan 2015-2019

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

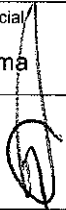
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Douglas G. Dzema	Title Executive Director
Signature 	Date (mm/dd/yyyy) 3/26/2015

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known:	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency: US Department of HUD	7. Federal Program Name/Description: Annual/Five-Year/CFP 2015-2019 CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> N/A	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> N/A	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: Douglas G. Dzema Title: Executive Director Telephone No.: (732) 872-2022 Date: 3/26/2015	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

Report on the Public Advisory Process

To develop the PHA Five-Year Plan for the fiscal years 2015 to 2019, the PHA Annual Plan for the fiscal year July 1, 2015 to June 30, 2016 and to update the Capital Fund Program Five-Year Plan, the Housing Authority convened a planning group, which included Housing Authority Commissioners, City Council members, staff members, and residents from the public housing developments.

The Planning group met on February 19, 2015 to develop the draft plans. The agenda for this meeting was as follows:

- Review/obtain feedback of draft 2015-2019 annual plan/5 year plan. Obtain input on goals.
- Review of 2013-2014 CFP performance evaluation reports/ 2015 CFP annual statement
- Review/feedback of 2015-2019 draft 5 year capital plan. Obtain input on proposed physical improvements.

Discussion of the planning group centered around the heating system at Ptak Towers. Douglas Sabey, Construction Inspector, explained that the heating system is working properly but the extreme cold weather has caused the apartments to feel colder at times. All complaints of a lack of heat are immediately followed up by maintenance and the temperature is checked in the unit. The Authority determined there was no reason to amend the CFP 5 year plan to address these comments.

Minutes of the meeting and attendance list are submitted as an attachment to the plan.

The draft plans developed by the Planning Group were made available to residents and other interested parties for review following the meeting. The plans and related documents were available for inspection at the Authority's main administrative office.

Notice of a public hearing held March 23, 2015 was published in a newspaper of general circulation, the Asbury Park Press, not later than 45 days prior to the date of the hearing, and a public hearing was held on that date at 5:30 p.m. in the community room at Ptak Towers, 215 Shore Drive, Highlands, New Jersey.

There were no comments submitted at the public hearing.

HIGHLANDS HOUSING AUTHORITY ANNUAL/
5-YEAR PLAN

PLANNING GROUP MEETING

FEBRUARY 19, 2015, 3:00 PM

AGENDA

- I. Review/feedback of draft of 2015-2019 annual /5 year plan. Obtain input on goals.
- II. Review of Capital Fund 2015 annual statement
- III. Review/feedback of 2015-2019 5-year capital plan. Obtain input on physical improvements.

Sign In Page 2/19/15 Planning Meeting

- 1.) Comm. Idea Book
- 2.) Melissa Sloben 511
- 3.) Emelyn Barker 405
- 4.) Tara K. Ryan, Highland Council
- 5.) Mae Rugg - Commissioner
- 6.) Jackie White 102
- 7.) Vickie (Oske) 208
- 8.) Dusty R. Riedel 202
- 9.) Dwight D. Welch 203
- 10.) Darius Francis - Commissioner
- 11.) Pat Black 219
- 12.) Douglas Saly HHA
- 13.) Krista Duffy PHTA
- 14.) Joe Cusumano HHA
- 15.) Renee DeMarco HHA
16. Glenna Miller
Commissioner
- 16) John Murray HHA

Highlands Housing Authority Annual/5 Year Plan

Planning Group Meeting

February 19, 2015

Minutes

Kristi - **Introduction**

Goals 5 Yr Plan

- To convert all 125 units to the RAD program, pending on waiting list.
- Staff development/train staff and revise personnel policy.
- Technology – upgrade Tenmast, staff will be trained (tenant database/accounting database software program staff uses).
- Review Admission and Occupancy Policy.
- Review Security Cameras, had a conversation with Renee, need look at/update current system. Better security for tenants.
- Provide supportive services for the elderly – we applied for a grant and haven't heard back.

Tara Ryan (council women) – Do you have social services in the building?
Renee – yes, we have a social service come once a month, usually the first Thursday of the month from 9am-11am.

Tara – How about medical care such as mammograms/eyecare.

Renee - other than the monthly VNA visit, No.

Reviewed Capital Fund

Old Open Grants

- Doug - CDBD Grant for façade etc. Just because we apply doesn't mean we get it.
- We have qualified for a 404 mitigation grant for the generators – the generator at JPM would help run the community room during an outage. A new generator here at Ptak would give us better coverage in the community room/community room kitchen, lobby area, 1st floor area etc. We still have not received the money for the grant.
 - Reviewed heating issue at Ptak, it is an older building with a brick façade.

Kristi - **2015 Five Year Action Plan Review**

Accessibility for bathrooms – individual needs/ Heat / Supportive Services

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

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

Part I: Summary
 PHA Name: Housing Authority of the Borough of Highlands
 Grant Type and Number: Capital Fund Program Grant No: N139-P041-50113
 Replacement Housing Factor Grant No:
 Date of CFFP:
 FFY of Grant: 2013
 FFY of Grant Approval: 2013

Line	Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/14 <input type="checkbox"/> Summary by Development Account	Total Estimated Cost	Revision 1	Obligated	Total Actual Cost ¹	Expended
1	Total non-CFF Funds					
2	1406 Operations (may not exceed 20% of line 21) ³	15,000.00	15,000.00	15,000.00	0	0
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)	10,000.00	10,000.00	10,000.00	0	0
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition	8,000.00	6,000.00		0	0
9	1450 Site Improvement					
10	1460 Dwelling Structures		6,796.00		0	0
11	1465.1 Dwelling Equipment—Nonexpendable	25,398.28	20,602.28		0	0
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1492 Moving to Work Demonstration					
16	1495.1 Relocation Costs					
17	1499 Development Activities ⁴					

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

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

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

Part I: Summary

PHA Name: Housing Authority of the Borough of Highlands
 Grant Type and Number
 Capital Fund Program Grant No:
 Replacement Housing Factor Grant No: NJ39-P041-50113
 Date of CFPP:
 FFY of Grant: 2013
 FFY of Grant Approval: 2013

Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/13	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:) <input type="checkbox"/>	Total Estimated Cost		Total Actual Cost ¹	
				Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA			50,012.72	50,012.72	50,012.72	50,012.72
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment						
19	1502 Contingency (may not exceed 8% of line 20)						
20	Amount of Annual Grant: (sum of lines 2 - 19)			108,411.00	108,411.00	75,012.72	50,012.72
21	Amount of line 20 Related to LBP Activities						
22	Amount of line 20 Related to Section 504 Activities						
23	Amount of line 20 Related to Security - Soft Costs						
24	Amount of line 20 Related to Security - Hard Costs						
25	Amount of line 20 Related to Energy Conservation Measures						
Signature of Executive Director: Douglas G. Dzema				Date: February 9 th , 2015	Signature of Public Housing Director		Date

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

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

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

Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2013				
PHA Name: Housing Authority of the Borough of Highlands		Capital Fund Program Grant No: NJ39-P041050113 CFFP (Yes/No): No Replacement Housing Factor Grant No:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number.	Quantity	Total Estimated Original	Revision 1	Total Actual Cost Funds Obligated ²	Total Actual Cost Funds Expended ²	Status of Work
NJ041000001	A/E Services	1430		2,000.00	0	0	0	
Jennie Parker Manor	Emergency Electrical Generator Site Work	1460 1450		4,987.28 0.00	10,000.00 6,796.00	0 0	0 0	
NJ041000002	A/E Services	1430		6,000.00	6,000.00	0	0	
Peak Towers	Facade Restoration Stairwell Doors	1460 1460		20,411.00 0	0 7,000.00	0 0	0 0	
	Replace Fire Pump	1460		0	3,602.28	0	0	
PHA-Wide	Operations	1406		15,000.00	15,000.00	15,000.00	0	
	Administration	1410		10,000.00	10,000.00	10,000.00	0	
	Debt Service	1501		50,012.72	50,012.72	50,012.72	50,012.72	

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

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

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

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name Housing Authority of the Borough of Highlands					Federal FFY of Grant: 2013
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
NI041000001 Jennie Parker Manor	08/14/2015		08/14/2017		
NI041000002 Pk Towers	08/14/2015		08/14/2017		
PHA-Wide	08/14/2015		08/14/2017		

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

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

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

Part I: Summary

PHA Name: **Housing Authority of the Borough of Highlands**

Grant Type and Number: **Capital Fund Program Grant No: NJ39-P041-S0114**

Replacement Housing Factor Grant No: **Capital Fund Program Grant No: NJ39-P041-S0114**

Date of CFFP: **FFY of Grant: 2014**

FFY of Grant Approval: 2014

Line	Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/14	Reserve for Disasters/Emergencies <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Summary by Development Account	Total Estimated Cost		Revision 1	Obligated	Total Actual Cost ¹	
			Original	Final Performance and Evaluation Report <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report			Expended	
1	Total non-CFP Funds							
2	1406 Operations (may not exceed 20% of line 21) ²		12,400.00			0	0	0
3	1408 Management Improvements		1,000.00			0	0	0
4	1410 Administration (may not exceed 10% of line 21)		10,000.00			0	0	0
5	1411 Audit							
6	1415 Liquidated Damages							
7	1430 Fees and Costs							
8	1440 Site Acquisition		3,000.00			0	0	0
9	1450 Site Improvement							
10	1460 Dwelling Structures		3,500.00			3,500.00	3,500.00	3,500.00
11	1465.1 Dwelling Equipment—Nonexpendable		45,768.98			0	0	0
12	1470 Non-dwelling Structures							
13	1475 Non-dwelling Equipment							
14	1485 Demolition							
15	1492 Moving to Work Demonstration							
16	1495.1 Relocation Costs							
17	1499 Development Activities ⁴							

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

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

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

Part I: Summary

PHA Name: Housing Authority of the Borough of Highlands

Grant Type and Number
 Capital Fund Program Grant No:
 Replacement Housing Factor Grant No: NJ39-P041-50113
 Date of CFP:

FFY of Grant: 2014
 FFY of Grant Approval: 2014

Type of Grant

Original Annual Statement

Reserve for Disasters/Emergencies

Revised Annual Statement (revision no:)

Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	48,749.02		0	0
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	124,418.00		3,500.00	3,500.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director: <i>Douglas G. Dzema</i>		Date: February 9 th , 2015	Signature of Public Housing Director		Date

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⁴ RHF funds shall be included here.

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

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

Part II: Supporting Pages		PHA Name: Housing Authority of the Borough of Highlands		Grant Type and Number		Federal FFY of Grant: 2014		
				Capital Fund Program Grant No: NI39-P041050114				
				CFPP (Yes/No): No				
				Replacement Housing Factor Grant No:				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Original	Total Estimated Cost Revision 1	Total Actual Funds Obligated ²	Total Actual Cost Funds Expended ²	Status of Work
NI041000002	A/E Services	1430		3,000.00		0	0	
Peak Towers	Boilers/HW Heaters	1460		15,018.00		0	0	
	Replace Piping	1460		11,000.00		0	0	
	Replace Flooring	1460		7,750.00		0	0	
PHA-Wide	Operations	1406		12,400.00		0	0	
	Administration	1410		10,000.00		0	0	
	Upgrade Computer Software	1408		1,000.00		0	0	
	Site Work	1450		3,500.00		3,500.00	3,500.00	
	Apartment Restoration	1460		12,000.98		0	0	
	Debt Service	1501		48,749.02		0	0	

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

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

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

Part III: Implementation Schedule for Capital Fund Financing Program
 PHA Name Housing Authority of the Borough of Highlands Federal FFY of Grant: 2014

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
NJ041000002	05/12/2016		05/12/2018		
Ptak Towers					
PHA-Wide	05/12/2016		05/12/2018		

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

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

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

Part I: Summary

PHA Name: Housing Authority of the Borough of Highlands
 Grant Type and Number
 Capital Fund Program Grant No: NJ39-P041-50115
 Replacement Housing Factor Grant No:
 Date of CFFP:

FFY of Grant: 2015
 FFY of Grant Approval: 2015

Line	Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report	Total Estimated Cost		Revision 1	Obligated	Total Actual Cost ¹	
			Original	Estimated			Expended	
1	Total non-CFP Funds							
2	1406 Operations (may not exceed 20% of line 21) ²		12,600.00					
3	1408 Management Improvements		1,000.00					
4	1410 Administration (may not exceed 10% of line 21)		10,000.00					
5	1411 Audit							
6	1415 Liquidated Damages							
7	1430 Fees and Costs		6,000.00					
8	1440 Site Acquisition							
9	1450 Site Improvement		3,500.00					
10	1460 Dwelling Structures		46,320.72					
11	1465.1 Dwelling Equipment--Nonexpendable							
12	1470 Non-dwelling Structures							
13	1475 Non-dwelling Equipment							
14	1485 Demolition							
15	1492 Moving to Work Demonstration							
16	1495.1 Relocation Costs							
17	1499 Development Activities ⁴							

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

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

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

Part I: Summary

PHA Name: Housing Authority of the Borough of Highlands	Grant Type and Number	FFY of Grant: 2015
	Capital Fund Program Grant No: Replacement Housing Factor Grant No: NJ39-P041-50115	FFY of Grant Approval: 2015
	Date of CFFP:	

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

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	47,380.28			
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	126,801.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director: Douglas G. Dzemna **Date: March 6th, 2015** **Signature of Public Housing Director** **Date**

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

Part II: Supporting Pages

PHA Name: Housing Authority of the Borough of Highlands		Grant Type and Number Capital Fund Program Grant No: NJ39-P041050115 CFPP (Yes/No): No Replacement Housing Factor Grant No:		Federal FFY of Grant: 2015				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number.	Quantity	Total Estimated Cost Original	Revision 1	Total Actual Cost Funds Obligated ²	Funds Expended ²	Status of Work
NJ041000002	A/E Services	1430		3,000.00				
Ptak Towers	Boilers/HW Heaters	1460		5,000.00				
	Replace Piping	1460		5,000.00				
	Replace Flooring	1460		5,000.00				
	Emergency Generator	1460		9,000.00				
	Building Façade repairs	1460		5,000.00				
NJ041000001	A/E Services	1430		2,000.00				
JPM	Boiler Repairs	1460		5,000.00				
	Building A & B-Sanitary Repl.	1460		1,000.00				
PHA-Wide	Operations	1406		12,600.00				
	Administration	1410		10,000.00				
	Upgrade Computer Software	1408		1,000.00				
	RAD Conversion Costs	1430		1,000.00				
	Site Work	1450		3,500.00				
	Apartment Restoration	1460		11,320.72				
	Debt Service	1501		47,380.28				

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

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

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

Part III: Implementation Schedule for Capital Fund Financing Program
 PHA Name Housing Authority of the Borough of Highlands

Federal FFY of Grant: 2015

Reasons for Revised Target Dates

Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original Obligation End Date		Original Expenditure End Date	Actual Expenditure End Date	
NJ041000002 Plak Towers	04/12/2017		04/12/2019		
NJ041000001 JPM	04/12/2017		04/12/2019		
PHA Wide	04/12/2017		04/12/2019		

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

Capital Fund Program—Five-Year Action Plan

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

Part I: Summary

PHA Name/Number: Housing Authority of the Borough of Highlands/NJ041		Locality (City/County & State) Highlands, Monmouth County, New Jersey			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name (See next page)	Work Statement for Year 1 FFY 2015	Work Statement for Year 2 FFY: 2016	Work Statement for Year 3 FFY:2017	Work Statement for Year 4 FFY:2018	Work Statement for Year 5 FFY: 2019
B.	Physical Improvements	52,201	52,201	53,901	60,401	51,901
C.	Management Improvements	1,000	1,000	1,000	1,000	1,000
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration	10,000	10,000	10,000	10,000	10,000
F.	Other					
G.	Operations	12,600	12,600	12,600	12,600	12,600
H.	Demolition					
I.	Development					
J.	Capital Fund Financing - Debt Service	51,000	51,000	49,300	42,800	51,300
K.	Total CFP Funds	126,801	126,801	126,801	126,801	126,801
L.	Total Non-CFP Funds					
M.	Grand Total		126,801	126,801	126,801	126,801

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary (Continuation)

PHA Name/Number Housing Authority of the Borough of Highlands/NJ041	Locality (City/county & State) Highlands, Monmouth County, New Jersey	<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number and Name	Work Statement for Year 1 FFY: 2015	Work Statement for Year 2 FFY: 2016	Work Statement for Year 3 FFY: 2017	Work Statement for Year 4 FFY: 2018	Work Statement for Year 5 FFY: 2019
	Annual Statement				
NJ041-000001/ Jemie Parker Manor	1				
Physical Improvements					
NJ041-000002/ Pak Towers		3,500	48,401	37,000	2,500
Physical Improvements					
PHA-Wide		34,500	2,000	15,000	43,901
Physical Improvements					
Management Improvements		14,201	3,500	8,401	5,500
PHA-Wide Operations		1,000	1,000	1,000	1,000
PHA-Wide Administration		12,600	12,600	12,600	12,600
Debt Service		10,000	10,000	10,000	10,000
		51,000	49,300	42,800	51,300

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

Work Statement for Year 1 FFY: 2015	Work Statement for Year 4 FFY: 2018			Work Statement for Year 5 FFY: 2019		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Appendix						
	A/E Services		4,500	Boiler Replacement		1,500
	Renovate Apartment Kitchens		30,000	Community Room Upgrades		1,000
	Boiler Replacement		2,500			
	PHA-Wide:			NJ041-000002/ Prk Towers		
	Site Improvements		3,500	Repair/Replace Roofing		41,901
	Apartment Restoration		4,901	Handicap Bathrooms		2,000
	NJ041-000002- Prk Towers					
	Boiler repairs		5,000	PHA-Wide:		
	Replace Piping		5,000	Site Improvements		3,500
	Flooring		5,000	Apartment Restoration		2,000
	Subtotal of Estimated Cost		60,401			51,901

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

Work Statement for Year 1 FFY: 2015	Work Statement for Year 2 FFY: 2016		Work Statement for Year 3 FFY: 2017	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
PHA-Wide Computer Software	1,000	PHA-Wide Computer Software	1,000	
Subtotal of Estimated Cost		1,000	Subtotal of Estimated Cost	

