

DELAWARE STATE HOUSING
AUTHORITY

MOVING TO WORK

FY2008 ANNUAL REPORT

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INTRODUCTION

This document serves as the Delaware State Housing Authority's (DSHA) Moving to Work (MTW) Annual Report for FY2008. This MTW Report covers data/activities for the entire preceding fiscal year (July 1 to June 30).

The basic format of this report is defined by the MTW Agreement between U.S. Department of Housing and Urban Development (HUD) and DSHA. Each of the following sections provides information and explanations on changes that have occurred during the past year in different operational areas of the MTW Program. In May 2008, DSHA signed an Amended and Restated MTW Agreement with HUD, extending the demonstration through June 30, 2018. Starting with the FY2009 Annual Report the format will be based on the Amended and Restated Agreement.

DSHA is proud to report that since MTW implementation in August 1999, there have been 510 families who have successfully completed the MTW Program. One hundred and seventy-two have purchased homes and 338 have either begun paying the full rent at their current unit or moved to another unit and are paying full rent there. Though some of those families would undoubtedly have been successful without MTW, we feel that the majority became successful by taking advantage of the counseling and social services made available through the program as well as the savings they accumulated while in the program.

SECTION I HOUSEHOLDS SERVED

At year's end there were no significant changes in the total number of households served in Public Housing. Our Public Housing families remained around 500. The number of Housing Choice Voucher families served increased at the end of FY2008 by 12%. This increase was due to a large number of turnovers experienced during the Summer of 2007 and the controlled over-issuing of vouchers to achieve full utilization. Utilization ranged from a low of 95% at the end of FY2007 to a high of 104% as of the end of FY2008. The overall utilization rate for the period was 102%.

TABLE 1 - NUMBER OF HOUSEHOLDS SERVED

TABLE 1a - PUBLIC HOUSING

	Total Households		Bedroom Size									
			0-1 BR		2 BR		3 BR		4 BR		5 BR	
	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07
Safety Net	49	42	0	0	18	13	20	0	10	7	1	1
MTW	217	242	2	6	102	121	87	90	24	27	2	2
Market Lease	30	36	2	3	14	15	10	11	2	5	2	2
Elderly/Disabled	188	174	98	97	57	48	26	24	5	3	2	2
Total	484	494	102	102	191	197	143	146	41	42	7	7

TABLE 1b - HOUSING CHOICE VOUCHERS

	Total Households		Bedroom Size									
			0-1 BR		2 BR		3 BR		4 BR		5 BR	
	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07
Safety Net	60	54	0	0	15	15	36	33	7	5	2	1
MTW	177	151	7	5	71	55	85	71	12	19	2	1
Elderly/Disabled	704	650	267	230	258	238	155	159	23	22	1	1
Total	941	855	274	235	344	308	276	263	42	46	5	3
PH & S8 Grand Total	1425	1349	376	337	535	505	419	409	83	88	12	10

Since last year, the percentage of MTW families with wages has increased 1% for Public Housing and 10% for Housing Choice Vouchers. The average wage income decreased less than 1% for Public Housing and Housing Choice Voucher families. The decrease in average wage income can be attributed to a weakening of the economy in Delaware and the increased use of part-time vs. full-time employment by local employers. See Table 2a.

TABLE 2 - WAGE AND AREA MEDIAN INCOME (AMI) LEVELS OF HOUSEHOLDS SERVED

TABLE 2a - ANNUAL WAGE INCOME OF MTW HOUSEHOLDS

	Percentage of Households with Wages		Average Wage Income per Household	
	6/08	6/07	6/08	6/07
Public Housing	84.33%	83.33%	\$13,727	\$13,805
Housing Choice Voucher	74.25%	64%	\$13,406	\$13,471

In reference to the Average Median Income (AMI) levels for Public Housing and Housing Choice Vouchers (See Tables 2b and 2c); there has not been a significant change in number of families in the 30%, 50% and 80% categories. These statistics have remained fairly stable.

TABLE 2b - PUBLIC HOUSING - AMI LEVELS

	Total Households		Below 30% AMI		Between 30% and 50% AMI		Between 50% and 80% AMI		Over 80% AMI	
	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07
Number of Households	486	494	320	327	119	107	40	42	7	8
Percent	100%		66%	67%	24%	22%	8%	9%	>2%	>2%

TABLE 2c - HOUSING CHOICE VOUCHER - AMI LEVELS

	Total Households		Below 30% AMI		Between 30% and 50% AMI		Between 50% and 80% AMI		Over 80% AMI	
	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07
Number of Households *	941	855	652	607	259	222	27	26	3	0
Percent	100%		69%	71%	28%	26%	3%	3%	>1%	>1%

There were no significant changes in the racial and ethnic compositions of the resident population of either Housing Choice Voucher or Public Housing. DSHA has not adopted any new policies that would have an effect on racial distribution.

TABLE 3 - RACE/ETHNICITY OF HOUSEHOLDS SERVED

TABLE 3a - PUBLIC HOUSING - RACE

	Total Households		White		Black		Alaskan/ Native American		Other	
	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07
Number	486	494	110	114	369	374	3	3	1	3
Percent	100%		23%	23%	76%	75%	>1%	>1%	>1%	>1%

TABLE 3b - HOUSING CHOICE VOUCHER - RACE

	Total Households		White		Black		Alaskan/ Native American		Other	
	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07
Number	941	855	348	318	584	526	8	4	1	3
Percent	100%		37%	37%	62%	62%	>1%	>1%	>1%	>1%

TABLE 3c - PUBLIC HOUSING - ETHNICITY

	Total Households		Hispanic		Non-Hispanic	
	6/08	6/07	6/08	6/07	6/08	6/07
Number	486	494	10	12	476	482
Percent	100%		2.9%	2.6%	98.9%	97.4%

TABLE 3d - HOUSING CHOICE VOUCHER - ETHNICITY

	Total Households		Hispanic		Non-Hispanic	
	6/08	6/07	6/08	6/07	6/08	6/07
Number	941	855	29	30	912	819
Percent	100%		3%	3%	97%	97%

The waiting list is a combined list for Housing Choice Vouchers and Public Housing. MTW-eligible applicants are provided the type of housing that is available when their name comes to the top of the list. See Table 4 for a breakdown of families by bedroom size requirements.

The average waiting time for those who moved into both Public Housing and Housing Choice Voucher units during FY2008 was 28 months and 26 months respectively. This is one month longer for Public Housing and five months longer for Housing Choice Vouchers compared to last year. At the start of MTW in 1999, however, the average wait was about 22 months.

The total number of applicants increased by 1833 to 5193 as of June 30, 2008. This is over a 54% increase over the number of applications received at the end of FY2007. This can be attributed to two (2) separate reasons. First the successful implementation of the “E-Housing”, web-based application in January 2007 via DSHA’s official website. This web-based application process has significantly increased the number of applications received and made it easier for individuals to apply for housing. Web-based applications accounted for almost 50% of all applications received during FY2008. This includes applications submitted in person, by mail or via facsimile. The second reason for the increase in applicants is the weakening economy in Delaware, causing a greater demand for subsidized housing.

The problem of applicant rejection of our Public Housing, which has been cited in recent years, still exists, though not as bad as several years ago. Some applicants express a desire for a Housing Choice Voucher and will turn down Public Housing and reapply to the waiting list because they are in a stable enough situation to be able to wait until their name comes to the top again with a chance they will be offered a voucher.

DSHA is constantly working to upgrade all Public Housing sites through the Capital Fund and utilizing Housing Choice Voucher and Public Housing reserves. Our goal has been to increase the curb appeal, security and desirability of the Public Housing sites. We hope this will help improve applicants’ willingness to accept Public Housing.

TABLE 4 – NUMBER OF HOUSEHOLDS ON WAITING LIST

	Total Households		Bedroom Size									
			0 – 1 BR		2 BR		3 BR		4 BR		5 BR	
	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07	6/08	6/07
MTW Eligible	3489	2111	611	373	1523	954	994	642	301	203	60	41
Elderly/Disabled	1704	1249	1089	758	344	241	186	111	76	31	9	6
Total	5193	3360	1700	1131	1867	1195	1180	753	377	234	69	47

SECTION II OCCUPANCY POLICIES

There were no changes in concentration of lower-income families by program. As stated in the Annual Plan, poverty levels are low in all census tracts in our jurisdictional area.

Housing Choice Voucher occupancy policies were changed at the beginning of MTW to include a working preference and elimination of federal preferences. Both Public Housing and Housing Choice Voucher continue to have the same preferences.

A preference for U.S. Veterans or families of deceased veterans if the death was service related was established by DSHA in December 2007.

RENT POLICY

DSHA increased the rent from 30% to 35% of income for all MTW participants at the beginning of MTW. Also, in the transition to the MTW Program DSHA instituted a rent cap that allows MTW participants to save all amounts over their rent cap up to their 35% rent. At the end of FY2008, there were 340 savings accounts established with an average balance of \$2,432.60.

There have been no major changes to the rent policy during FY2008.

SECTION III CHANGES IN THE HOUSING STOCK

The number of units available in the Public Housing program remains at 503. No additional Public Housing stock is expected for the remainder of the MTW Program Demonstration.

Three (3) Conversion Vouchers were received during FY2007 specifically for Brightway Commons Apartments in Milford, Delaware. These Conversion Vouchers will become part of DSHA's baseline Housing Choice Vouchers if the participants do not choose to utilize them at Brightway Commons. The total number of vouchers currently administered by DSHA is 905. The utilization rate as of June 30, 2008 was 104%. The reason for the increase in utilization during FY2008 was caused by the over-issuing of vouchers during the 1st two (2) quarters of the fiscal year to offset a higher than normal turnover of existing voucher participants. No vouchers were issued during the third quarter since both the number of units leased and budgeted had exceeded 100%. DSHA tracks both the number of units leased and budget utilization to determine when and how many vouchers are to be issued. The goal is to achieve 100% utilization throughout the year, and to insure that DSHA can assist as many participants as possible.

Because of the increase in Total Tenant Payment from 30% to 35% for Public Housing and Housing Choice Voucher MTW families, funding equivalent to the MTW monthly per unit cost of \$664 for 36 Housing Choice Vouchers was realized. Most of these funds were placed into the MTW Operating Reserves and used to help pay the cost of adding security cameras, replacement pick-up trucks (2) and HVAC improvements for a community building.

TABLE 5 – CHANGES IN HOUSING STOCK

Program	Beginning of FY2008	End of FY2008 Planned	End of FY2008 Actual
Public Housing	503	503	503
Housing Choice Vouchers	902*	905*	941*
Other Programs	65	65**	65**
Total	1470	1470	1509

* Includes: 902 baseline vouchers and three (3) conversion vouchers received January 2007.

SECTION IV

SOURCES AND USES OF FUNDS

BUDGET VS ACTUALS

MTW BUDGET VERSUS ACTUALS BY PROGRAM FOR FY08 :

Sources and Uses of Funds

CATEGORY	PUBLIC HOUSING			PUBLIC HOUSING CAPITAL FUND			SECTION 8 VOUCHER			COMMUNITY SERVICE BLOCK GRANT			TOTAL MTW		
	BUDGET	ACTUALS	DIFFERENCES	BUDGET	ACTUALS	DIFFERENCES	BUDGET	ACTUALS	DIFFERENCES	BUDGET	ACTUALS	DIFFERENCES	BUDGET	ACTUALS	DIFFERENCES
Revenue															
Dwelling Rent	\$544,340	\$564,343	\$20,003	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$544,340	\$564,343	\$20,003
Investment Income	31,620	42,816	11,196		6,750	72,695	65,945						38,370	115,511	77,141
Other Income	258,430	150,369	(108,061)		79,900	52,906	(26,994)						673,330	538,275	(135,055)
PH Operating Subsidy	2,005,880	2,062,388	56,508										2,005,880	2,062,388	56,508
PH Capital Funds				747,590	612,490	(135,100)							747,590	612,490	(135,100)
Section 8 Grants					5,679,230	7,373,411	1,694,181						5,679,230	7,373,411	1,694,181
Total Revenue	\$2,840,270	\$2,819,916	(\$20,354)	\$747,590	\$612,490	(\$135,100)	\$1,733,132	\$7,449,012	\$1,733,132	\$335,000	\$335,000	\$0	\$9,688,740	\$11,266,418	\$1,577,678
Expenses															
Administration	\$1,045,870	\$998,778	(\$47,092)	\$74,760	\$264,823	\$190,063	(\$1,830)	\$832,530	\$0	\$0	\$1,954,990	\$2,096,131	\$1,954,990	\$2,096,131	\$141,141
Tenant Services	15,000	7,916	(7,084)		100,900	79,715	(21,185)	335,000	335,000	0	450,900	422,631	450,900	422,631	(28,269)
Utilities	444,270	463,396	19,126								444,270	463,396	444,270	463,396	19,126
Maintenance	1,268,530	1,270,348	1,818								1,268,530	1,270,348	1,268,530	1,270,348	1,818
Protective Services				20,000	0	(20,000)					20,000		20,000		(20,000)
General	640,640	599,571	(41,069)								640,640	599,571	640,640	599,571	(41,069)
Resident Homeownership					25,000	0	(25,000)				25,000		25,000		(25,000)
Total Routine	\$3,414,310	\$3,340,009	(\$74,301)	\$94,760	\$264,823	\$170,063	(\$48,015)	\$912,245	\$48,015	\$335,000	\$4,804,330	\$4,852,077	\$4,804,330	\$4,852,077	\$47,747
Routine Maintenance				\$220,770	\$9,202	(211,568)	\$0	\$0	\$0	\$0	\$220,770	\$9,202	\$220,770	\$9,202	(\$211,568)
Capital Outlays				432,060	338,465	(93,595)	0	46,925	46,925	46,925	432,060	385,390	432,060	385,390	(46,670)
Payments to Landlords					4,790,650	5,211,053	420,403				4,790,650	5,211,053	4,790,650	5,211,053	420,403
Total Expenses	\$3,414,310	\$3,340,009	(\$74,301)	\$747,590	\$612,490	(\$135,100)	\$419,313	\$6,170,223	\$419,313	\$335,000	\$10,247,810	\$10,457,722	\$10,247,810	\$10,457,722	\$209,912
Operating Reserves	(574,040)	(520,093)	53,947	0	(0)	(0)	1,313,819	1,328,789	1,313,819	0	(559,070)	808,696	(559,070)	808,696	1,367,766
Transfers In / (Out)	0	675,000	675,000	0	(675,000)	(675,000)					0	0	0	0	0
Operating Reserves	(\$574,040)	\$154,907	\$728,947	\$0	(\$0)	(\$0)	\$638,819	\$653,789	\$638,819	\$0	(\$559,070)	\$808,696	(\$559,070)	\$808,696	\$1,367,766

SECTION V NARRATIVE - BUDGET vs ACTUALS

MTW - REVENUES

FY08 was the eighth year of DSHA's MTW Demonstration. MTW revenue sources for the Delaware State Housing Authority consist of Dwelling Rent, Investment Income, Other Income, Operating Subsidies, Capital Funds and Housing Choice Voucher Grants. Discussed below are the budgeted revenue sources in the FY08 MTW Annual Plan versus actual receipts for the year.

- **Dwelling Rent.** Rental Income was slightly higher than anticipated this year at \$564,343 versus the budgeted amount of \$544,340 due to an increased number of Fair Market Renters.
- **Investment Income.** Increased Reserve balances and rising interest rates resulted in increased investment income for the Public Housing and the Housing Choice Voucher Programs for the year.
- **Other Income.** Total other income for the MTW program was \$538,275, which was \$135,055 less than the budgeted amount of \$673,330. Public Housing's other income in the amount of \$150,369 includes \$54,877 in laundry and telephone receipts and maintenance, court and late fees received from tenants. Also included are forfeited MTW escrow savings in the amount of \$68,668, \$14,324 from Daycare Centers located at Laverty Lane and Hickory Tree and \$12,500 in community building rental at Holly Square. Actual receipts were less than budgeted in FY08 due to decreased MTW forfeitures and there were no Gains on the Sale of Property for Scattered Site Home Ownership Program as budgeted.

The Housing Choice Voucher Program includes \$759 received for fraud recover payments and \$51,558 from forfeitures of MTW escrow savings which were less than anticipated this year. Forfeitures occur when a tenant voluntarily leaves the MTW Program, does not complete the COMP (Contract of Mutual Participation), is dismissed from the Program or ends their five year contract with the MTW Program unsuccessfully.

Community Services Block Grant provides funding in support of case management through two not-for-profit Agencies: First State Community Action Agency and Peoples Place. The case managers work with DSHA's Housing Choice Voucher holders. The funds are provided to the State Division of Community Services as a pass through from the U.S. Department of Health and Human Services.

- **Operating Subsidies.** The agency receives an operating subsidy for its Public Housing units based on prior year PUM levels increased by inflation rates and utility rates with consumption estimates per DSHA's MTW agreement. The approved subsidy for CY07 was \$2,020,002. The funding level for CY08 has not been finalized. FY08 is funded by 50% from each of CY07 and CY08. The FY08 budget anticipated subsidy revenues of

\$2,005,880 while actual receipts were \$2,062,388. The increase shown for operating subsidy for the Public Housing Program was due in part to receiving \$35,120 in FY08 that was due for FY07.

- **Public Housing Capital Funds.** In accordance with new guidelines under GAAP, the revenue reported as budgeted is the amount that the agency actually anticipates in receiving for all years funded, not the amount that the agency anticipates being awarded in new funds in FY08. In FY08, revenue received to cover contractual obligations were less than anticipated due to capital expenditures as discussed in the Capital Expenditures section.
- **Housing Choice Voucher Grant.** The grant calculation received each fiscal year for the Housing Choice Voucher Program is described in the MTW Agreement. The HUD approved grant amount for CY07 and CY08 was \$6,759,213 and \$6,857,038 respectively. Given that FY08 is funded 50% from each of the above mentioned calendar year requests, subsidy would have been \$6,808,126. The FY08 budget recognized subsidy revenues of 83% of the total requested in the amount of \$5,679,230 while actual receipts were \$7,378,411. FY08 funding was greater than anticipated due to HUD funding CY07 at 105.017% and CY08 at 101.435% resulting in DSHA receiving \$530,725 in FY08 that was due for FY07.

EXPENDITURES

MTW program expenses for FY08 consist of Administration Expense, Tenant Services, Utilities, Maintenance, Protective Service, General Expense, Resident Home Ownership, Routine Maintenance, Capital Outlays and Payments to Landlords. A broad overview of budget versus actual expenditures is listed below.

- **Administration Expense.** Public Housing, Public Housing Capital Fund and the Section 8 Housing Choice Vouchers Program have administrative expenses including salaries, indirect costs/COCC fees, legal, staff training/travel, auditing fees, supplies and postage where appropriate. In FY08, the Voucher Program direct charged all salaries pertaining to the program. And, the Capital Fund Program was charged for applicable indirect costs/COCC fees to all open grants years. Those expenses were greater than the budgeted amount.
- **Tenant Services.** The Public Housing budget included funding for educational and recreational activities for children, self-sufficiency training, internet access at all sites, computer training programs and \$4,170 to fund organized tenant council expenses. There were no tenant council expenses in FY08.

The Section 8 Housing Choice Voucher Program funds the costs of two not-for-profit organizations that provide financial counseling for Public Housing and Section 8 Housing Choice Voucher participants. These services were phased out in FY08 with in-house staff assuming those duties.

Community Services Block Grant covers the expense of case managers who work with Section 8 Housing Choice Voucher holders as discussed previously.

- **Utilities.** FY08 utilities were budgeted at \$444,270. Due to rising utility costs, FY08 utility expenses were \$463,396 and were greater than anticipated while overall consumption decreased for the year.
- **Maintenance.** Maintenance salaries of site personnel, materials/supplies, and contractual costs including trash pickup, grass cutting, exterminating and routine painting of empty units at all sites are combined in this category. Public Housing's costs were slightly lower than budgeted.
- **Protective Service.** Protective services were budgeted at \$20,000 from the Capital Fund Program for FY08. There were no expenses in FY08.
- **General Expense.** Grouped in this area are payments in lieu of taxes to counties and school districts, employee benefit contributions, collection loss and insurance expense. Expenses were lower than budgeted.
- **Routine Maintenance.** The expense amount represents site maintenance including repairs to security fencing and landscaping at various Public Housing sites.
- **Capital Outlays.** Funds from the Capital Fund Program were used to complete the roof replacements at Liberty Court, door replacements at Burton Village and Mifflin Meadows, as well as HVAC upgrades at the community building at Laverty Lane and Hickory Tree.
- **Payments to Landlords.** Housing Assistance Payments increased to 108% of the budgeted amount to assist more waiting list applicants and to utilize the funding proration increase.

OPERATING RESERVES

Operating Reserves for Public Housing at the end of FY 2008 were \$553,237 which represents approximately two months of routine operating expenses for the Public Housing Program.

Operating Reserves for the Section 8 Housing Choice Voucher Program at the end of FY 2008 increased to \$1,308,806.

In FY08, the utilization of the fungibility of funds available to DSHA through the MTW Agreement is shown in the Transfers In/Out column.

OPERATING RESERVES

	Beginning of Year	FY2008 Increase/Decrease	FY2008 Transfers In/Out	End of Year
Public Housing	\$398,330	(520,093)	675,000	\$553,237
Section 8 Housing Choice Vouchers	\$655,017	1,328,789	(675,000)	\$1,308,806
TOTAL MTW	\$1,053,347	808,696	0	\$1,862,043

SECTION VI CAPITAL PLANNING

This section compares FY2008 budgeted capital work items with the actual FY2008 capital expenditures by property.

Budgeted FY2008 Capital Work Items vs. Actual Expenditures

Following is a comparison of the FY2008 budgeted public housing capital work items with the actual capital expenditures in FY2008.

ACTIVITY	COMMUNITIES	ORIGINAL BUDGET	REVISED BUDGET	EXPENDED
Architect Fees – Back Doors	Burton Village	8,500.00	7,250.00	683.75
Exterior Back Door Replacements	Burton Village	150,000.00	172,310.00	17,231.00
Architect Fees – Front Doors	Burton Village	7,500.00	6,725.00	2,953.05
Upgrade Security Camera	Clark's Corner	125.00	125.00	125.00
Architect Fees – HVAC Upgrades	Hickory Tree	36,500.00	38,368.00	3,916.80
HVAC Upgrades	Hickory Tree	388,880.00	377,300.00	62,307.20
Architect Fees – Community Building Floor Remediation	Hickory Tree	2,100.00	2,650.00	1,615.00
HVAC Upgrades – Community Building	Lavery Lane	100,000.00	100,000.00	86,613.00
Fire Protection Upgrades – Laundry Room	Lavery Lane	6,845.00	6,845.00	2,715.00
Architect Fees – Roof Replacements	Liberty Court	10,000.00	11,550.68	11,004.68
Roof Replacements	Liberty Court	129,600.00	129,600.00	129,600.00
Architect Fees – Security Upgrades	Liberty Court	18,750.00	31,250.00	18,650.42
Landscaping	Liberty Court	5,000.00	4,570.00	4,570.00
Security Fence Repair	Liberty Court	176.67	176.67	176.67
Architect Fees – Door Replacements	Mifflin Meadows	13,000.00	15,200.00	5,505.55
Administrative Costs	Authority Wide	260,086.35	260,086.35	260,086.35
Management Improvements – Printing and Bid Advertising	Various Sites	8,000.00	4,736.29	4,736.29
Capital Program Totals		1,145,063.02	1,168,742.99	612,489.76

DISCUSSION OF THE CAPITAL BUDGET AND EXPENDITURE AMOUNTS

Following are descriptions of the expenditures made during the fiscal year and a status report on Capital Budget activities during FY2008.

Exterior Door Replacement – Exterior back doors, storage doors and screen doors were replaced at Burton Village during FY2007 and FY2008.

Exterior Door Replacement – Exterior front doors and screen doors at Burton Village will be replaced in FY2009.

HVAC Upgrades – HVAC upgrades including new heat pumps were completed at Hickory Tree during FY2007 and FY2008.

Floor Remediation – Floor remediation including leveling repairs, new carpet and vinyl flooring will be completed at the Hickory Tree community building in FY2009.

HVAC Upgrades – A new HVAC system will be installed at the Laverty Lane community building during FY2008 and FY2009.

Roof Replacements – The work consisted of replacing all of the apartment and community building roofs at Liberty Court phase I and II.

Security Upgrades – Security cameras will be installed at Liberty Court phase I and II during FY2009.

Exterior Door Replacement – Exterior back, front, storage and screen doors at Mifflin Meadows will be replaced during FY2009.

CAPITAL FUND EXPENDITURES FOR FY08

ACTIVITY	COMMUNITY	AMOUNT EXPENDED
Architect Fees – Back Door Replacement	Burton Village	683.75
Installation Costs – Back Doors Replacement	Burton Village	17,231.00
Architect Fees – Front Door Replacement	Burton Village	2,953.05
Upgrade Security Camera	Clark’s Corner	125.00
Architect Fees – HVAC Upgrades	Hickory Tree	3,916.80
Installation Costs – HVAC Upgrades	Hickory Tree	62,307.20
Architect Fees – Floor Remediation	Hickory Tree	1,615.00
HVAC Upgrades – Community Building	Lavery Lane	86,613.00
Fire Protection Upgrades	Lavery Lane	2,715.00
Architect Fees – Roof Replacement	Liberty Court	11,004.68
Installation Costs – Roof Replacement	Liberty Court	129,600.00
Architect Fees – Security Upgrades	Liberty Court	18,650.42
Landscaping	Liberty Court	4,570.00
Security Fence Repair	Liberty Court	176.67
Architect Fees – Door Replacement	Mifflin Meadows	5,505.55
Administrative Costs	Authority Wide	260,086.35
Management Improvements	Various Sites	4,736.29
FY08 Expenditures For All CFP Programs		<u>612,489.76</u>

**SECTION VII
MANAGEMENT INFORMATION FOR OWNED AND MANAGED
UNITS**

This section compares the projected management performance during FY2008 with the actual performance during this period.

A. VACANCY RATES

DSHA projected an occupancy rate of ninety-nine (99) percent for FY2008, but the actual rate was ninety-eight (98) percent.

OCCUPANCY BY DEVELOPMENT – 7/1/07 – 6/30/08

Development	# of Units	Number of Units Vacated FY2008	Occupancy on 6/30/08
Burton Village	51	11	96%
Clarks Corner	70	11	100%
Hickory Tree	55	13	98%
Holly Square	24	2	100%
Laverty Lane	50	10	100%
Liberty Court	108	26	95%
McLane Gardens	29	5	100%
McLane Gardens Annex	21	2	95%
Mifflin Meadows	54	6	100%
Peach Circle	32	2	97%
Scattered-site rentals	9	0	93%
Total	503	88	Average 98%

B. RENT COLLECTIONS

DSHA projected a 98% collection rate for FY2008 and achieved a 96% rate. DSHA's goal for the collection rate for FY2009 is to be above 98%. The most significant reason for not achieving a collection rate of 98% was caused by market rate renters not paying their contract rent in a timely manner. Since the average market rate resident pays over \$475.00 per month, one delinquent market rate rent payment can have the same overall effect as three (3) delinquent subsidized rents. DSHA plans to be more proactive in collecting rent through personal contact with the residents.

On March 1, 2003 DSHA implemented a lockbox method of rent payment for Public Housing residents. The system continues to operate effectively and also saves a considerable amount of staff time when compared to the previous rent collection process.

C. INSPECTIONS

DSHA inspects 100% of its Public Housing units twice a year to ensure that they meet Housing Quality Standards (HQS). Each resident file has documentation of these inspections. It should be noted that none of the Public Housing properties were inspected by HUD REAC during FY2008.

D. WORK ORDER RESPONSE TIMES

DSHA responds to 100% of emergency work orders within 24 hours and 100% of non-emergency work orders in less than 30 days. Actual response times have been significantly less than noted above, with Emergency calls answered within 2 hours and non-emergency work orders addressed within 4 to 6 days.

E. SECURITY

DSHA contracts with the Delaware State Police for security patrols at Public Housing sites as necessary and the services are paid with Capital Fund Program proceeds. Currently DSHA has partnered with the local police at Clarks Corner Apartments to monitor a security camera system that was installed at the site during 2006. This partnership has worked well during the past year to reduce criminal activities at Clarks Corner. During FY2008, DSHA finalized plans and started actual work to install similar systems at two (2) additional Public Housing sites (Burton Village and Liberty Court). These systems are to become operational during the Fall of 2008. In addition, DSHA plans to install a camera system at Mifflin Meadows. All camera installations have been paid for using a combination of Capital Funds and Housing Choice Voucher reserves.

Activities and programs aimed at reducing drug and other criminal activity have been drastically curtailed since the Public Housing Drug Elimination Program is no longer funded. Activities still available and aimed at prevention are listed below.

1. DSHA reviewed its MOU with the Boys and Girls Club of Delaware to continue summer and after-school programs for up to 30 children at Liberty Court. The program includes Project Learn, which has a Power Hour homework assistance activity and technology instruction such as web-page building and conducting research on the Internet. Field trips and recreational activities are also offered.
2. DSHA continued the MOU with Delaware State University to offer 4-H Programs at both Mifflin Meadows and McLane Gardens. Each site will have 2 days during the summer and 2 afternoons during the school year of 4-H activities for youth ages 8 to 15 years old.

3. DSHA has continued an MOU with the University of Delaware Cooperative Extension Office to provide 4-H at Hickory Tree. Activities include homework assistance, crafts, recreation, life and social skills. Approximately 20 children attend the summer and after-school activities.

SECTION VIII MANAGEMENT INFORMATION FOR LEASED HOUSING

DSHA achieved a utilization rate of 102% for FY2008. No new incremental vouchers were awarded by HUD during FY2008.

One hundred and one (101) families left the Housing Choice Voucher Program during the fiscal year. Of these, twenty-two (22) families moved to unsubsidized units or paid the full rent at their current units, and three (3) families purchased a home. These 25 successful MTW families represent 25% of the move-outs for the year and are slightly higher (by one percentage point) than the previous fiscal year.

The lease-up rate for new voucher holders was 69% during FY2008, which was an increase from the previous year's 55%. DSHA has been proactive in promoting landlord outreach through newspaper advertisements, news releases and with the Delaware Apartment Association. DSHA has also worked to encourage Low Income Housing Tax Credit (LIHTC) properties to participate in the program. To assist voucher holders locate affordable units, DSHA publishes an "available units list" each week. The list is updated weekly and is provided via a hard copy or on-line through the DSHA website.

Landlord interest in the voucher program remains high, although there continues to be a gap between rents requested and the Payment Standards for Kent and Sussex Counties. One hundred thirty-seven (137) new landlords joined the program during calendar year 2007 and the first six (6) months of 2008.

DSHA conducts a rent reasonableness comparison of all units entering the Housing Choice Voucher Program via an automated database to assure that the rent being charged is consistent with the local market. Rent reasonableness comparisons are also done when a rent increase is requested. Owners are reminded that rent increases are the responsibility of the family if the rent increase pushes the family's gross rent above the payment standard.

INSPECTIONS

DSHA performs initial, annual and special Housing Quality Standards (HQS) inspections. All units must pass the HQS inspection before the Housing Assistance Payments (HAP) contract can be signed. Units are then inspected annually within the required time frames. Units that fail re-inspection following the annual inspection have the HAP abated for the period they are out of compliance and are terminated from the program the month following the abatement if the owner fails to complete repairs. The unit is not allowed back in the program for six months. If the owner then provides written certification that the unit will be repaired within the time frames required by the program the unit will be allowed back in the program. The Section 8 Occupancy Supervisor and Housing Management Program Administrator do quality control re-inspections as required by program regulations.

SECTION IX RESIDENT PROGRAMS

This section reviews the resident programs pursued by DSHA during FY2008 for both Public Housing and Housing Choice Voucher residents. Listed below are highlights of the major items that occurred during FY2008.

A. RESIDENT SERVICES

1. **Financial Literacy** - DSHA continues to provide a certified Financial Literacy course to all MTW families. Completion of the course is required. Non-profit counseling agencies provide the course to Public Housing and Housing Choice Voucher families, and all MTW case managers have been trained to provide the course as needed.
2. **Adult Education** - DSHA purchased, installed and provided training to case managers for the TutorSystems Adult Basic Education (ABE)/General Equivalency Diploma (GED) program at all of its Public Housing family sites. DSHA continues to pursue partnerships with education providers to further utilize the program toward providing educational opportunities for residents.
3. **21st Century Grant** - University of Delaware 4-H program and Indian River School District received a 21st Century Grant, which will continue to provide a 4-H Program at our Hickory Tree site for the next five years.
4. **Resident Involvement** - DSHA continues to partner with the State Wide Association of Tenants (SWAT) and individual residents from the sites to establish Resident Councils. DSHA Management and Resident Service staff meet as requested with SWAT staff to work together on mutual programs and goals and to promote and encourage ongoing communication.
5. **Boys and Girls Club of Delaware** - DSHA has entered into an MOU with the Boys and Girls Club of Delaware to provide before- and after-school care, recreation, pregnancy prevention and alcohol use prevention at one site. The site has designated a Public Housing unit for the program's operation.
6. **Housing Choice Voucher Homeownership** – The Resident Homeownership Program (RHP) was implemented in April 2004 and is available to both Housing Choice Voucher and Public Housing families. So far, thirty (30) families have been referred to this program. DSHA has contracted with NCALL, a non-profit housing counseling agency, to provide the required case management for the RHP. Two families have entered the program to date, and one is in the process. First State Community Action Agency is providing counseling for a third family.

7. **Annual Student Awards** - The annual youth student awards luncheon was held for outstanding scholastic achievement. Children from grades one through college received backpacks and school supplies for the coming school year. This event is funded through the Public Housing Resident Services budget.

8. **MTW Scholarship Program** - DSHA provides educational scholarships for MTW participants and eligible family members. These funds pay for fees and expenses not covered by traditional scholarship programs. Approved participants may use a total of \$500 for uniforms, lab fees and materials, computer rental and other items required to complete job training or education. The students are required to provide verification of successful completion of the course or return the money. In FY2008, DSHA provided 16 of these scholarships, which are funded by MTW Reserves.

9. **MTW Savings and Successful Moveouts** – Table 6 shown below updates the number of MTW Savings accounts, average balances and contributions. Table 7 shows the number of successful MTW Move-outs since 1999.

Moving to Work Savings

Table 6. Numbers as of June 30, 2008

Program	Current Participants	Total MTW Savings Accounts	Average MTW Savings Balance	Average Monthly Contribution
Public Housing	222	199	\$2277.84	\$153.00
Housing Choice Vouchers	171	141	\$2651.03	\$187.00
Total	393	340	\$2432.60	\$167.00

Moving to Work Successful Move-outs

Table 7. Numbers from 8/1/99 through 6/30/08

Program	Homeownership	Unsubsidized Rental
Public Housing	91	144
Housing Choice Vouchers	81	194
Total	172	338

B. PROGRAM CHANGES

None.

SECTION X
OTHER INFORMATION REQUIRED BY HUD

Attached are the following items:

General Order No. 515 adopting the Moving To Work Annual Report for FY2008.

The Audited Financial Reports are not available until September 30, 2008, 90 days after the close of our fiscal year. They will be forwarded under separate cover. The following Unaudited Financial Reports are attached.

HUD - 52267

HUD - 52596

HUD - 52681

GENERAL ORDER NO. 515

GENERAL ORDER ADOPTING
THE MOVING TO WORK ANNUAL
REPORT FOR FY2008

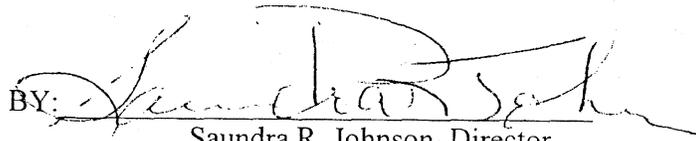
- WHEREAS, the Delaware State Housing Authority entered into a Moving to Work Demonstration Agreement with HUD; and
- WHEREAS, the Moving to Work Demonstration Agreement requires that the Delaware State Housing Authority submit an Annual Report; and
- WHEREAS, the Annual Report provides information on data and activities and on sources and uses of funding that Delaware State Housing Authority has undertaken through the Moving to Work Demonstration.

NOW THEREFORE, BE IT ORDERED as follows:

1. The Director has reviewed and approved the Moving to Work Annual Report for FY2008.

DELAWARE STATE HOUSING AUTHORITY

9/26/08
Date

BY: 
Sandra R. Johnson, Director

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

TYPE OF PROJECT (S) Burton/Hickory
 LHA Owned Rental Housing
 LHA Owned Homeownership

COMPUTATION OF PAYMENTS IN LIEU OF TAXES

FOR FISCAL YEAR ENDED:
6/30/08

NAME OF LOCAL HOUSING AUTHORITY
Delaware State Housing Authority

CONTRACT NUMBER
P-4520

ADDRESS
18 The Green Dover, DE 19901

PROJECT NUMBER (S)
DEL 4-2,4-5,4-10

COMPUTATION OF SHELTER RENT CHARGED

1. Dwelling Rental (Account 3110)	64,626.50
2. Excess Utilities (Account 3120)	0.00
3. Nondwelling Rental (Account 3190)	
Homebuyers Monthly Payments for:	
4. Earned Home Payments (Account 7712)	
5. Nonroutine Maintenance Reserve (Account 7714)	
6. Total Rental or Homebuyers Payments Charged (Lines 1 to 5)	64,626.50
7. Total Utilities Expense (Accounts in 4300 group)	82,941.10
8. SHELTER RENT CHARGED (Line 6 minus Line 7)	<u>(18,314.60)</u>

COMPUTATION OF SHELTER RENT COLLECTED (To be completed only if Cooperation Agreement provides for payment of PILOT on basis of Shelter Rent Collected)

9. Accounts Receivable (Account 1122 or 1124) at beginning of fiscal year	
10. Total of Lines 8 and 9	
Deductions:	
11. Collection Losses (Account 4570) during current fiscal year	
12. Accounts Receivable (Account 1122 or 1124) at end of fiscal year	
13. SHELTER RENT COLLECTED (Line 10 minus total of Lines 11 & 12)	

COMPUTATION OF APPROXIMATE FULL REAL PROPERTY TAXES

TAXING DISTRICTS (1)	ASSESSABLE VALUE (2)	TAX RATE (3)	AMOUNT (4)

14. Approximate Full Real Property Taxes (Total of amounts in Col. (4))

PAYMENTS IN LIEU OF TAXES

15. 10% of Line 8 or Line 13, whichever is applicable 1/ (see instructions on reverse side)	0.00
16. PAYMENTS IN LIEU OF TAXES (Line 15 or Line 14, whichever is lesser)	<u>0.00</u>

Were any expenses incurred for the project(s) during the fiscal year for services or facilities which the local taxing body should have furnished under the terms of the Cooperation Agreement? [] YES [X] NO. If the answer is "yes," will such expenses be deducted from PILOT or otherwise collected from the applicable taxing body? [] YES [] NO. If the answer is "no," attach a statement showing the amount of such expenses incurred and the reason for not collecting.

1/ If the percentage specified in the Cooperation Agreement or the Contract with HUD is lower, such lower percentage shall be used.

PREPARED BY:

Name Joan B. Smith
 Title Management Analyst III Date 8/15/08

APPROVED BY:

Name Douglas S. Croft
 Title Assistant Director, Financial M Date 8/15/08

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

TYPE OF PROJECT (S) Sussex Cnty
 LHA Owned Rental Housing
 LHA Owned Homeownership

COMPUTATION OF PAYMENTS IN LIEU OF TAXES

FOR FISCAL YEAR ENDED:
6/30/08

NAME OF LOCAL HOUSING AUTHORITY
Delaware State Housing Authority

CONTRACT NUMBER
P-4520

ADDRESS
18 The Green Dover, DE 19901

PROJECT NUMBER (S)
DEL 4-2/16,4-10,4-15

COMPUTATION OF SHELTER RENT CHARGED

1. Dwelling Rental (Account 3110)	28,447.00
2. Excess Utilities (Account 3120)	0.00
3. Nondwelling Rental (Account 3190)	_____
Homebuyers Monthly Payments for:	
4. Earned Home Payments (Account 7712)	_____
5. Nonroutine Maintenance Reserve (Account 7714)	_____
6. Total Rental or Homebuyers Payments Charged (Lines 1 to 5)	28,447.00
7. Total Utilities Expense (Accounts in 4300 group)	71,695.09
8. SHELTER RENT CHARGED (Line 6 minus Line 7)	<u>(43,248.09)</u>

COMPUTATION OF SHELTER RENT COLLECTED (To be completed only if Cooperation Agreement provides for payment of PILOT on basis of Shelter Rent Collected)

9. Accounts Receivable (Account 1122 or 1124) at beginning of fiscal year	_____
10. Total of Lines 8 and 9.	_____
Deductions:	
11. Collection Losses (Account 4570) during current fiscal year	_____
12. Accounts Receivable (Account 1122 or 1124) at end of fiscal year	_____
13. SHELTER RENT COLLECTED (Line 10 minus total of Lines 11 & 12)	_____

COMPUTATION OF APPROXIMATE FULL REAL PROPERTY TAXES

TAXING DISTRICTS (1)	ASSESSABLE VALUE (2)	TAX RATE (3)	AMOUNT (4)

14. Approximate Full Real Property Taxes (Total of amounts in Col. (4))

PAYMENTS IN LIEU OF TAXES

15. 10% of Line 8 or Line 13, whichever is applicable 1/ (see instructions on reverse side)	0.00
16. PAYMENTS IN LIEU OF TAXES (Line 15 or Line 14, whichever is lesser)	0.00

Were any expenses incurred for the project(s) during the fiscal year for services or facilities which the local taxing body should have furnished under the terms of the Cooperation Agreement? YES NO. If the answer is "yes," will such expenses be deducted from PILOT or otherwise collected from the applicable taxing body? YES NO. If the answer is "no," attach a statement showing the amount of such expenses incurred and the reason for not collecting.

1/ If the percentage specified in the Cooperation Agreement or the Contract with HUD is lower, such lower percentage shall be used.

PREPARED BY:
 Name Joan B. Smith
 Title Management Analyst III Date 8/15/08

APPROVED BY:
 Name Douglas S. Croft
 Title Assistant Director, Financial M Date 8/15/08

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

TYPE OF PROJECT (S) City of Dover
 LHA Owned Rental Housing
 LHA Owned Homeownership

COMPUTATION OF PAYMENTS IN LIEU OF TAXES

FOR FISCAL YEAR ENDED:
6/30/08

NAME OF LOCAL HOUSING AUTHORITY
Delaware State Housing Authority

CONTRACT NUMBER
P-4520

ADDRESS
18 The Green Dover, DE 19901

PROJECT NUMBER (S)
DEL 4-11/12

COMPUTATION OF SHELTER RENT CHARGED

1. Dwelling Rental (Account 3110)	78,623.00	
2. Excess Utilities (Account 3120)	0.00	
3. Nondwelling Rental (Account 3190)		
Homebuyers Monthly Payments for:		
4. Earned Home Payments (Account 7712)		
5. Nonroutine Maintenance Reserve (Account 7714)		
6. Total Rental or Homebuyers Payments Charged (Lines 1 to 5)		78,623.00
7. Total Utilities Expense (Accounts in 4300 group)		66,011.08
8. SHELTER RENT CHARGED (Line 6 minus Line 7)		12,611.92

COMPUTATION OF SHELTER RENT COLLECTED (To be completed only if Cooperation Agreement provides for payment of PILOT on basis of Shelter Rent Collected)

9. Accounts Receivable (Account 1122 or 1124) at beginning of fiscal year		
10. Total of Lines 8 and 9		
Deductions:		
11. Collection Losses (Account 4570) during current fiscal year		
12. Accounts Receivable (Account 1122 or 1124) at end of fiscal year		
13. SHELTER RENT COLLECTED (Line 10 minus total of Lines 11 & 12)		

COMPUTATION OF APPROXIMATE FULL REAL PROPERTY TAXES

TAXING DISTRICTS (1)	ASSESSABLE VALUE (2)	TAX RATE (3)	AMOUNT (4)

14. Approximate Full Real Property Taxes (Total of amounts in Col. (4))

PAYMENTS IN LIEU OF TAXES

15. 10% of Line 8 or Line 13, whichever is applicable 1/ (see instructions on reverse side)	1,261.19
16. PAYMENTS IN LIEU OF TAXES (Line 15 or Line 14, whichever is lesser)	1,261.19

Were any expenses incurred for the project(s) during the fiscal year for services or facilities which the local taxing body should have furnished under the terms of the Cooperation Agreement? [] YES [X] NO. If the answer is "yes," will such expenses be deducted from PILOT or otherwise collected from the applicable taxing body? [] YES [] NO. If the answer is "no," attach a statement showing the amount of such expenses incurred and the reason for not collecting.

1/ If the percentage specified in the Cooperation Agreement or the Contract with HUD is lower, such lower percentage shall be used.

PREPARED BY:
 Name Joan B. Smith
 Title Management Analyst III Date 8/15/08

APPROVED BY:
 Name Douglas S. Croft
 Title Assistant Director, Financial M Date 8/15/08

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

TYPE OF PROJECT (S) Kent Cnty
 LHA Owned Rental Housing
 LHA Owned Homeownership

COMPUTATION OF PAYMENTS IN LIEU OF TAXES

FOR FISCAL YEAR ENDED:
6/30/08

NAME OF LOCAL HOUSING AUTHORITY
Delaware State Housing Authority

CONTRACT NUMBER
P-4520

ADDRESS
18 The Green Dover, DE 19901

PROJECT NUMBER (S)
DEL 4-3, 4-10,4-15

COMPUTATION OF SHELTER RENT CHARGED

1. Dwelling Rental (Account 3110)	103,178.00	
2. Excess Utilities (Account 3120)	0.00	
3. Nondwelling Rental (Account 3190)		
Homebuyers Monthly Payments for:		
4. Earned Home Payments (Account 7712)		
5. Nonroutine Maintenance Reserve (Account 7714)		
6. Total Rental or Homebuyers Payments Charged (Lines 1 to 5)		103,178.00
7. Total Utilities Expense (Accounts in 4300 group)		57,416.17
8. SHELTER RENT CHARGED (Line 6 minus Line 7)		45,761.83

COMPUTATION OF SHELTER RENT COLLECTED (To be completed only if Cooperation Agreement provides for payment of PILOT on basis of Shelter Rent Collected)

9. Accounts Receivable (Account 1122 or 1124) at beginning of fiscal year		
10. Total of Lines 8 and 9.		
Deductions:		
11. Collection Losses (Account 4570) during current fiscal year		
12. Accounts Receivable (Account 1122 or 1124) at end of fiscal year		
13. SHELTER RENT COLLECTED (Line 10 minus total of Lines 11 & 12)		

COMPUTATION OF APPROXIMATE FULL REAL PROPERTY TAXES

TAXING DISTRICTS (1)	ASSESSABLE VALUE (2)	TAX RATE (3)	AMOUNT (4)

14. Approximate Full Real Property Taxes (Total of amounts in Col. (4))

PAYMENTS IN LIEU OF TAXES

15. 10% of Line 8 or Line 13, whichever is applicable 1/ (see instructions on reverse side)	4,576.19
16. PAYMENTS IN LIEU OF TAXES (Line 15 or Line 14, whichever is lesser)	4,576.19

Were any expenses incurred for the project(s) during the fiscal year for services or facilities which the local taxing body should have furnished under the terms of the Cooperation Agreement? [] YES [X] NO. If the answer is "yes," will such expenses be deducted from PILOT or otherwise collected from the applicable taxing body? [] YES [] NO. If the answer is "no," attach a statement showing the amount of such expenses incurred and the reason for not collecting.

1/ If the percentage specified in the Cooperation Agreement or the Contract with HUD is lower, such lower percentage shall be used.

PREPARED BY:

Name Joan B. Smith
 Title Management Analyst III Date 8/15/08

APPROVED BY:

Name Douglas S. Croft
 Title Assistant Director, Financial M Date 8/15/08

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

TYPE OF PROJECT (S) Smy Sites
 LHA Owned Rental Housing
 LHA Owned Homeownership

COMPUTATION OF PAYMENTS IN LIEU OF TAXES

FOR FISCAL YEAR ENDED:
6/30/08

NAME OF LOCAL HOUSING AUTHORITY
Delaware State Housing Authority

CONTRACT NUMBER
P-4520

ADDRESS
18 The Green Dover, DE 19901

PROJECT NUMBER (S)
DEL 4-10, 4-15

COMPUTATION OF SHELTER RENT CHARGED

1. Dwelling Rental (Account 3110)	10,168.00	
2. Excess Utilities (Account 3120)	0.00	
3. Nondwelling Rental (Account 3190)		
Homebuyers Monthly Payments for:		
4. Earned Home Payments (Account 7712)		
5. Nonroutine Maintenance Reserve (Account 7714)		
6. Total Rental or Homebuyers Payments Charged (Lines 1 to 5)		10,168.00
7. Total Utilities Expense (Accounts in 4300 group)		1,465.44
8. SHELTER RENT CHARGED (Line 6 minus Line 7)		8,702.56

COMPUTATION OF SHELTER RENT COLLECTED (To be completed only if Cooperation Agreement provides for payment of PILOT on basis of Shelter Rent Collected)

9. Accounts Receivable (Account 1122 or 1124) at beginning of fiscal year		
10. Total of Lines 8 and 9.		
Deductions:		
11. Collection Losses (Account 4570) during current fiscal year		
12. Accounts Receivable (Account 1122 or 1124) at end of fiscal year		
13. SHELTER RENT COLLECTED (Line 10 minus total of Lines 11 & 12)		

COMPUTATION OF APPROXIMATE FULL REAL PROPERTY TAXES

TAXING DISTRICTS (1)	ASSESSABLE VALUE (2)	TAX RATE (3)	AMOUNT (4)

14. Approximate Full Real Property Taxes (Total of amounts in Col. (4))

PAYMENTS IN LIEU OF TAXES

15. 10% of Line 8 or Line 13, whichever is applicable 1/ (see instructions on reverse side)	870.26
16. PAYMENTS IN LIEU OF TAXES (Line 15 or Line 14, whichever is lesser)	870.26

Were any expenses incurred for the project(s) during the fiscal year for services or facilities which the local taxing body should have furnished under the terms of the Cooperation Agreement? [] YES [X] NO. If the answer is "yes," will such expenses be deducted from PILOT or otherwise collected from the applicable taxing body? [] YES [] NO. If the answer is "no," attach a statement showing the amount of such expenses incurred and the reason for not collecting.

1/ If the percentage specified in the Cooperation Agreement or the Contract with HUD is lower, such lower percentage shall be used.

PREPARED BY:
 Name Juan B. Smith
 Title Management Analyst III Date 8/15/08

APPROVED BY:
 Name Douglas S. Croft
 Title Assistant Director, Financial M Date 8/15/08

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

COMPUTATION OF PAYMENTS IN LIEU OF TAXES

TYPE OF PROJECT (S) Smy Sites
 LHA Owned Rental Housing
 LHA Owned Homeownership

FOR FISCAL YEAR ENDED:
6/30/08

NAME OF LOCAL HOUSING AUTHORITY
Delaware State Housing Authority

CONTRACT NUMBER
P-4520

ADDRESS
18 The Green Dover, DE 19901

PROJECT NUMBER (S)
DEL 4-4

COMPUTATION OF SHELTER RENT CHARGED

1. Dwelling Rental (Account 3110)	60,766.00	
2. Excess Utilities (Account 3120)	0.00	
3. Nondwelling Rental (Account 3190)		
Homebuyers Monthly Payments for:		
4. Earned Home Payments (Account 7712)		
5. Nonroutine Maintenance Reserve (Account 7714)		
6. Total Rental or Homebuyers Payments Charged (Lines 1 to 5)		60,766.00
7. Total Utilities Expense (Accounts in 4300 group)		60,368.00
8. SHELTER RENT CHARGED (Line 6 minus Line 7)		398.00

COMPUTATION OF SHELTER RENT COLLECTED (To be completed only if Cooperation Agreement provides for payment of PILOT on basis of Shelter Rent Collected)

9. Accounts Receivable (Account 1122 or 1124) at beginning of fiscal year		
10. Total of Lines 8 and 9.		
Deductions:		
11. Collection Losses (Account 4570) during current fiscal year		
12. Accounts Receivable (Account 1122 or 1124) at end of fiscal year		
13. SHELTER RENT COLLECTED (Line 10 minus total of Lines 11 & 12)		

COMPUTATION OF APPROXIMATE FULL REAL PROPERTY TAXES

TAXING DISTRICTS (1)	ASSESSABLE VALUE (2)	TAX RATE (3)	AMOUNT (4)

14. Approximate Full Real Property Taxes (Total of amounts in Col. (4))

PAYMENTS IN LIEU OF TAXES

15. 10% of Line 8 or Line 13, whichever is applicable 1/ (see instructions on reverse side)	39.80
16. PAYMENTS IN LIEU OF TAXES (Line 15 or Line 14, whichever is lesser)	39.80

Were any expenses incurred for the project(s) during the fiscal year for services or facilities which the local taxing body should have furnished under the terms of the Cooperation Agreement? YES NO. If the answer is "yes," will such expenses be deducted from PILOT or otherwise collected from the applicable taxing body? YES NO. If the answer is "no," attach a statement showing the amount of such expenses incurred and the reason for not collecting.

1/ If the percentage specified in the Cooperation Agreement or the Contract with HUD is lower, such lower percentage shall be used.

PREPARED BY:

Name Joan B. Smith
 Title Management Analyst III Date 8/15/08

APPROVED BY:

Name Douglas S. Croft
 Title Assistant Director, Financial M Date 8/15/08

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

COMPUTATION OF PAYMENTS IN LIEU OF TAXES

TYPE OF PROJECT (S) Smy Sites
 LHA Owned Rental Housing
 LHA Owned Homeownership

FOR FISCAL YEAR ENDED:
6/30/08

NAME OF LOCAL HOUSING AUTHORITY
Delaware State Housing Authority

CONTRACT NUMBER
P-4520

ADDRESS
18 The Green Dover, DE 19901

PROJECT NUMBER (S)
DEL 4-10

COMPUTATION OF SHELTER RENT CHARGED

1. Dwelling Rental (Account 3110)	-8,353.96	
2. Excess Utilities (Account 3120)	0.00	
3. Nondwelling Rental (Account 3190)		
Homebuyers Monthly Payments for:		
4. Earned Home Payments (Account 7712)		
5. Nonroutine Maintenance Reserve (Account 7714)		
6. Total Rental or Homebuyers Payments Charged (Lines 1 to 5)		-8,353.96
7. Total Utilities Expense (Accounts in 4300 group)		1,016.92
8. SHELTER RENT CHARGED (Line 6 minus Line 7)		<u>(9,370.88)</u>

COMPUTATION OF SHELTER RENT COLLECTED (To be completed only if Cooperation Agreement provides for payment of PILOT on basis of Shelter Rent Collected)

9. Accounts Receivable (Account 1122 or 1124) at beginning of fiscal year		
10. Total of Lines 8 and 9		
Deductions:		
11. Collection Losses (Account 4570) during current fiscal year		
12. Accounts Receivable (Account 1122 or 1124) at end of fiscal year		
13. SHELTER RENT COLLECTED (Line 10 minus total of Lines 11 & 12)		

COMPUTATION OF APPROXIMATE FULL REAL PROPERTY TAXES

TAXING DISTRICTS (1)	ASSESSABLE VALUE (2)	TAX RATE (3)	AMOUNT (4)

14. Approximate Full Real Property Taxes (Total of amounts in Col. (4))

PAYMENTS IN LIEU OF TAXES

15. 10% of Line 8 or Line 13, whichever is applicable 1/ (see instructions on reverse side)	0.00
16. PAYMENTS IN LIEU OF TAXES (Line 15 or Line 14, whichever is lesser)	<u>0.00</u>

Were any expenses incurred for the project(s) during the fiscal year for services or facilities which the local taxing body should have furnished under the terms of the Cooperation Agreement? [] YES [X] NO. If the answer is "yes," will such expenses be deducted from PILOT or otherwise collected from the applicable taxing body? [] YES [] NO. If the answer is "no," attach a statement showing the amount of such expenses incurred and the reason for not collecting.

1/ If the percentage specified in the Cooperation Agreement or the Contract with HUD is lower, such lower percentage shall be used.

PREPARED BY:
 Name Joan B. Smith
 Title Management Analyst III Date 8/15/08

APPROVED BY:
 Name Douglas S. Croft
 Title Assistant Director, Financial M Date 8/15/08

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

COMPUTATION OF PAYMENTS IN LIEU OF TAXES

TYPE OF PROJECT (S) Smy Sites
 LHA Owned Rental Housing
 LHA Owned Homeownership

FOR FISCAL YEAR ENDED:
6/30/08

NAME OF LOCAL HOUSING AUTHORITY
Delaware State Housing Authority

CONTRACT NUMBER
P-4520

ADDRESS
18 The Green Dover, DE 19901

PROJECT NUMBER (S)
DEL 4-8

COMPUTATION OF SHELTER RENT CHARGED

1. Dwelling Rental (Account 3110)	75,680.00	
2. Excess Utilities (Account 3120)	0.00	
3. Nondwelling Rental (Account 3190)		
Homebuyers Monthly Payments for:		
4. Earned Home Payments (Account 7712)		
5. Nonroutine Maintenance Reserve (Account 7714)		
6. Total Rental or Homebuyers Payments Charged (Lines 1 to 5)		75,680.00
7. Total Utilities Expense (Accounts in 4300 group)		44,220.42
8. SHELTER RENT CHARGED (Line 6 minus Line 7)		<u>31,459.58</u>

COMPUTATION OF SHELTER RENT COLLECTED (To be completed only if Cooperation Agreement provides for payment of PILOT on basis of Shelter Rent Collected)

9. Accounts Receivable (Account 1122 or 1124) at beginning of fiscal year		
10. Total of Lines 8 and 9.		
Deductions:		
11. Collection Losses (Account 4570) during current fiscal year		
12. Accounts Receivable (Account 1122 or 1124) at end of fiscal year		
13. SHELTER RENT COLLECTED (Line 10 minus total of Lines 11 & 12)		

COMPUTATION OF APPROXIMATE FULL REAL PROPERTY TAXES

TAXING DISTRICTS (1)	ASSESSABLE VALUE (2)	TAX RATE (3)	AMOUNT (4)

14. Approximate Full Real Property Taxes (Total of amounts in Col. (4))

PAYMENTS IN LIEU OF TAXES

15. 10% of Line 8 or Line 13, whichever is applicable 1/ (see instructions on reverse side)	3,145.96
16. PAYMENTS IN LIEU OF TAXES (Line 15 or Line 14, whichever is lesser)	<u>3,145.96</u>

Were any expenses incurred for the project(s) during the fiscal year for services or facilities which the local taxing body should have furnished under the terms of the Cooperation Agreement? [] YES [X] NO. If the answer is "yes," will such expenses be deducted from PILOT or otherwise collected from the applicable taxing body? [] YES [] NO. If the answer is "no," attach a statement showing the amount of such expenses incurred and the reason for not collecting.

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Name Joan B. Smith
Joan B. Smith
Title Management Analyst III Date 8/15/08

APPROVED BY:
Name Douglas S. Croft
Douglas S. Croft
Title Assistant Director, Financial M Date 8/15/08

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

TYPE OF PROJECT (S) Smy Sites
 LHA Owned Rental Housing
 LHA Owned Homeownership

COMPUTATION OF PAYMENTS IN LIEU OF TAXES

FOR FISCAL YEAR ENDED:
6/30/08

NAME OF LOCAL HOUSING AUTHORITY
Delaware State Housing Authority

CONTRACT NUMBER
P-4520

ADDRESS
18 The Green Dover, DE 19901

PROJECT NUMBER (S)
DEL 4-9,4-13

COMPUTATION OF SHELTER RENT CHARGED

1. Dwelling Rental (Account 3110)	99,079.00	
2. Excess Utilities (Account 3120)	0.00	
3. Nondwelling Rental (Account 3190)		
Homebuyers Monthly Payments for:		
4. Earned Home Payments (Account 7712)		
5. Nonroutine Maintenance Reserve (Account 7714)		
6. Total Rental or Homebuyers Payments Charged (Lines 1 to 5)		99,079.00
7. Total Utilities Expense (Accounts in 4300 group)		59,432.75
8. SHELTER RENT CHARGED (Line 6 minus Line 7)		39,646.25

COMPUTATION OF SHELTER RENT COLLECTED (To be completed only if Cooperation Agreement provides for payment of PILOT on basis of Shelter Rent Collected)

9. Accounts Receivable (Account 1122 or 1124) at beginning of fiscal year		
10. Total of Lines 8 and 9		
Deductions:		
11. Collection Losses (Account 4570) during current fiscal year		
12. Accounts Receivable (Account 1122 or 1124) at end of fiscal year		
13. SHELTER RENT COLLECTED (Line 10 minus total of Lines 11 & 12)		

COMPUTATION OF APPROXIMATE FULL REAL PROPERTY TAXES

TAXING DISTRICTS (1)	ASSESSABLE VALUE (2)	TAX RATE (3)	AMOUNT (4)

14. Approximate Full Real Property Taxes (Total of amounts in Col. (4))

PAYMENTS IN LIEU OF TAXES

15. 10% of Line 8 or Line 13, whichever is applicable 1/ (see instructions on reverse side)	3,964.63
16. PAYMENTS IN LIEU OF TAXES (Line 15 or Line 14, whichever is lesser)	3,964.63

Were any expenses incurred for the project(s) during the fiscal year for services or facilities which the local taxing body should have furnished under the terms of the Cooperation Agreement? [] YES [X] NO. If the answer is "yes," will such expenses be deducted from PILOT or otherwise collected from the applicable taxing body? [] YES [] NO. If the answer is "no," attach a statement showing the amount of such expenses incurred and the reason for not collecting.

1/ If the percentage specified in the Cooperation Agreement or the Contract with HUD is lower, such lower percentage shall be used.

PREPARED BY:
Name Joan B. Smith
Joan B. Smith
Title Management Analyst III Date 8/15/08

APPROVED BY:
Name Douglas S. Croft
Douglas S. Croft
Title Assistant Director, Financial M Date 8/15/08

STATEMENT OF INCOME AND EXPENSE AND CHANGES IN ACCUMULATED SURPLUS OR DEFICIT FROM OPERATIONS

ADDRESS 18 The Green Dover, DE 19901
CONTRACT NO. P-4520 PROJECT NUMBER(S) 4-2,4-3,4-4,4-5,4-8,4-9,4-10,4-11,4-12,4-13,4-15,4-16
FOR FISCAL YEAR ENDED 6/30/08

Table with columns: LINE NO., ACCT. NO., INCOME AND EXPENSE, DEBIT, CREDIT. Rows include INCOME AND EXPENSE, UNRESERVED SURPLUS, OPERATING RESERVE-LOCALLY OWNED PROJECTS, OPERATING RESERVE-LEASED PROJECTS, OPERATING RESERVE-HOMEOWNERSHIP PROJECTS, and ACCUMULATED SURPLUS OR DEFICIT FROM OPERATIONS.

PREPARED BY: Signature Joan B. Smith, Title Management Analyst III, Date 8/15/08

APPROVED BY: Signature Douglas S. Croft, Title Assistant Director, Financial Manager, Date 8/15/08

Voucher for Payment of Annual Contributions and Operating Statement

U.S. Department of Housing and Urban Development

VOUCHER



Housing Assistance Payments Program

OMB No. 2502-0348 (exp. 10/31/86)
Voucher No. (HUD Use Only)

Note: See instructions in appropriate program handbooks.

1. Public Housing Agency (Name and Address)
 Delaware State Housing Authority
 18 The Green
 Dover, DE 19901

2. Program Type
 Section 23 Section 8
 DE 901

3. Project No.
 DE901

4. PHA Annual Contributions Contract No.
 DE 901

5. PHA Fiscal Year Ending Date (Mark one and complete year)
 (a) March 31. (b) June 30. (c) Sept. 30. (d) December 31. 2008

6. HUD Field Office
 PHILADELPHIA, PA

7. HUD Regional Office
 PHILADELPHIA, PA

8. Beg. Date of First PHA Fiscal Year
 FEB. 1977

9. Housing Program Type (Mark One)
 (a) New Construction (b) Substantial Rehab. (c) Moderate Rehab. (d) Existing Housing Certificates (e) Housing Vouchers

10. Number of Dwelling Units
 Under Acc (Supported by Annual Contributions) 905
 Under Lease 0

11. Number of unit Months
 10,860

Request is hereby made for the payment of annual contributions pursuant to the terms and conditions of the above numbered Annual Contributions Contract for the project and fiscal year shown above.

Part I. Request for Payment	Approved Budget Estimates (e)	PHA Actuals (Housing Vouchers Only)		PHA Actuals Total (g)	HUD Approved (Housing Vouchers Only)		HUD Approved Total (g)
		Housing Payments (b)	PHA Fee (c)		Housing Payments (e)	PHA Fee (f)	
Maximum Annual Contributions Available							
12 Maximum Annual Contributions Commitment (per ACC)							
13 Prorata Maximum Annual Contributions Applicable to a Period in Excess of Twelve Months							
14 Maximum Annual Contribution for Fiscal Year (Lines 12 and 13)	7,373,411			7,373,411			
15 Contingency Reserve, Project Account or Subsidy or Fee Reserve							
2825 Section 23 Projects							
2827 Section 8 Projects							
2827.1 Housing Voucher Subsidy							
2827.2 Housing Voucher Fees							
16 Total Annual Contributions Available	7,373,411			7,373,411			
Annual Contributions Required							
17 4715 Housing Assistance Payments	5,211,053			5,211,053			
18 Security and Utility Deposit Fund (Section 23 Only)							
19 Ongoing Administrative Fees Earned	2,151,581			2,151,581			
20 Hard-to-House Fees Earned (Existing and Housing Vouchers Only)							
21 Actual Independent Public Accountant Audit Costs	10,777			10,777			
22 Actual Preliminary Administrative and General Expense							

VOUCHER

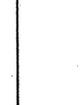
	Approved Budget Estimates (a)	PHA Actuals (Housing Vouchers Only)		PHA Actuals (Housing Vouchers Only)		PHA Actuals Total (d)	HUD Approved (Housing Vouchers Only) Housing Payments (e)	PHA Fee (f)	HUD Approved Total (g)
		PHA Actuals Housing Payments (b)	PHA Fee (c)	PHA Actuals Housing Payments (b)	PHA Fee (c)				
23 Prior Year Admin Fee Adjustment Reimbursement Attributable to Carryover from FY ending:									
24 Actual Preliminary Non-Expendable Equipment Expense									
25 Actual Preliminary Non-Expendable Expense Attributable to Carryover from FY ending:									
26 Total of Funds Required (Lines 17 through 25)	7,373,411					7,373,411			
27 Deficit at End of Preceding Fiscal Year									
28 Project Receipts Other Than Annual Contri- butions (3610, 7530 and Section 23 Security and Utility Deposits Repaid)									
29 Ongoing Administrative Fee Reduction									
30 Total Annual Contributions Required (Lines 26 plus 27 minus 28 minus 29, if applicable)						7,373,411			
Balance of Annual Contributions Available									
31 Project Account Balance (Amount by which Line 16 exceeds Line 30)									
32 Deficit (Amount by which Line 30 exceeds Line 16)									
33 Provision for Project Account a) Increase (Amount by which Line 31 exceeds Line 15.) b) Decrease (Amount by which Line 15 exceeds Line 31)									
Year End Settlement									
34 Annual Contributions Due for Fiscal Year (Line 30 minus 32)						7,373,411			
35 Total Partial Payments Approved by HUD for Fiscal Year						7,373,411			
36 Underpayment due PHA (Amount by which Line 34 Exceeds Line 35)									
37 Overpayment due HUD (Amount by which Line 35 exceeds Line 34)									
Part II. Operating Receipts									
38 3300 Interest Earned on Operating Reserve Investments						72,695			
39 3610 Interest Earned on General Fund Investment									
40 3690 Other Income-HA Share of Tenant Fraud Pmts						52,906			
41 7530 Receipts from Non-Expendable Equipment not Replaced									
42 Total Operating Income (Lines 38 through 41)						125,601			
43 Total Annual Contributions Required (Line 30)						7,373,411			
44 Total Receipts (Lines 42 and 43)						7,499,012			

VOUCHER

Part III. Operating Expenditures		Approved Budget Estimates (c)	PHA Actuals (Housing Vouchers Only)		PHA Actuals Total (d)		HUD Approved (Housing Vouchers Only) Housing Payments (e)	PHA Fee (f)	HUD Approved Total (g)
			Housing Payments (b)	PHA Fee (c)	Housing Payments (d)	PHA Fee (f)			
45	4715 Housing Assistance Payments				5,211,053				
46	Independent Public Accountant Costs (Section 8 Only)				10,777				
Ongoing Administrative Expense									
47	4110 Administrative Salaries				478,212				
48	4130 Legal Expense				467				
49	4150 Travel				10,223				
50	4170 Accounting Fees								
51	4180 Office Rent								
52	7520 Replacement of Non-Expendable Equipment								
53	7540 Property Betterments and Additions				46,925				
54	4190 Sundry Administrative Expense				24,427				
55	4400 Maintenance and Operation (Non-Expendable Equipment)				79,023				
56	4510 Insurance				1,949				
57	4530 Terminal Leave Payments								
58	4540 Employee Benefit Contributions				227,452				
59	4590 Other General Expense				79,715				
60	Total Administrative Expense (Lines 47 through 59)				948,393				
Preliminary Expense (Attach Supporting Documentation)									
61	4012/4110 Administrative Salaries								
62	4012/4130 Legal Expense								
63	4012/4150 Travel								
64	4012/4170 Accounting Fees								
65	4012/4180 Office Rent								
66	4012/7520 Replacement of Non-Expendable Equipment								
67	4012/7540 Property Betterments and Additions								
68	4012/4190 Sundry Administrative Expense								
69	4012/4540 Employee Benefit Contributions								
70	4012/4400 Maintenance and Operation (Non-Expendable Equipment)								
71	4012/4510 Insurance								
72	Total Preliminary Expense (Lines 61 through 71)								
73	Total Operating Expenditures (Total of Lines 45, 46, 60, 72)				6,170,223				
Prior Year Adjustments									
74	Affecting Residual Receipts (or Deficit) - for Debit (Credit)								
75	Total Operating Expenses (Lines 73 and 74)				6,170,223				
76	Net Income (or Deficit) before Provision for Operating Reserve (Line 44 minus Line 75)				1,328,789				

Part IV. Analysis of Operating Reserve	PHA Actual Total (d)	HUD Approved Total (g)	HUD Approved Total (g)
77 Operating Reserve - Balance at Beginning of Fiscal Year Covered by This Statement 2824 Section 23 2826 Section 8 2826.1 Housing Vouchers	655,017		
78 Cash Withdrawals for Reserve During Fiscal Year	-675,000		
79 Net Operating Reserve After Cash Withdrawals (Line 77 minus Line 78)	(19,983)		
80 Net Income (or Deficit) before Provision for Operating Reserve (Line 76)	1,328,789		
81 Net Deficit Brought Forward From Preceding Fiscal Year (Line 86)			
82 Total Income (or Deficit) (Line 80 minus Line 81)	1,328,789		
Provision for Operating Reserve (Acct. 7016/Sec. 8; Acct. 7016/Hsg. Vouchers)			
83 Addition (The amount of income, if any, on Line 82)	1,328,789		
84 Deduction (The amount of deficit, if any, on Line 82, but not to exceed the amount on Line 80)			
85 Operating Reserve - Balance at End of Fiscal Year Covered by This Statement (Line 79 plus Line 83 minus Line 84, as applicable)	1,308,806		
86 Deficit at End of Fiscal Year Covered by This Statement, if any (Line 82 minus Line 84)			

I Certify that (1) housing assistance payments have been or will be made only in accordance with Housing Assistance Payments Contracts or Housing Voucher Contracts in the form prescribed by HUD and in accordance with HUD regulations and Requirements; (2) units have been inspected by the PHA in accordance with HUD regulations and requirements; and (3) this voucher for annual contributions has been examined by me and to the best of my knowledge and belief is true, correct and complete.

Name of Public Housing Agency
 Delaware State Housing Authority
 Signature and Title of Authorized Official (and Date)

 Douglas S. Croft Assistant Director, Financial Management 8/15/08

For Regional Office Use Only
 Reviewed by: (Signature and Date)

Signature of the Director, Housing Management Division	Overpayment Received from PHA	Underpayment Certified for Payment to the PHA	Date Underpayment Certified
\$	\$	\$	\$