

**Memorandum of Understanding Between PHAR and CRHA Regarding
Allocation of FY2011 CRHA Resident Participation Funds
April 1, 2011 – March 31, 2012**

This Memorandum of Understanding (MOU) between the Public Housing Association of Residents (PHAR) and the Charlottesville Redevelopment and Housing Authority (CRHA) governs the allocation and use of FY2011 CRHA Resident Participation Funds.

Per 24 CFR 964.150: Performance Funding System (PFS), as provided by 24 CFR part 990, to permit HAs (*Housing Authorities*) to fund \$25 per unit per year for units represented by duly elected resident councils for resident services, subject to the availability of appropriations. Of this amount, \$15 per unit per year would be provided to fund tenant participation activities under subpart B of this part for duly elected resident councils and/or jurisdiction-wide councils and \$10 per unit per year would be used by the HA to pay for costs incurred in carrying out tenant participation activities under subpart B of this part, including the expenses for conducting elections, recalls or arbitration required under § 964.130 in subpart B. This will guarantee the resources necessary to create a bona fide partnership among the duly elected resident councils, the HA and HUD. Where both local and jurisdiction-wide councils exist, the distribution will be agreed upon by the HA and the respective councils.

Furthermore,

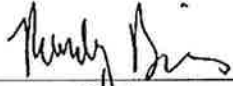
“Resident participation” is activity by residents to further their knowledge of, and involvement in, the issues and operations of running a Public Housing Agency. This includes activities outlined in Notice PIH 2001-3 such as resident training in community organization and leadership, training in skills directly related to operation, management, maintenance, and financial systems; the cost of resident surveys to obtain resident input; resident council elections and other outreach activities that inform and acquaint residents of the PHA with the PHA plans for developing and implementing Federal programs.

In accordance with the HUD provisions referenced above, CRHA and PHAR (as the duly-recognized Resident Advisory Board for CRHA) agree to the following:

- PHAR will submit to the CRHA a proposed budget including a list of proposed activities and all projected revenue.
- CRHA will provide payments of the FY2011 allocation of Resident Participation Funds upon invoice from PHAR in the lump sum amount of \$8,900 (356 units x \$25 per occupied unit as defined by HUD).
- Any retained funds due at the completion of this contract shall be promptly paid by the CRHA to PHAR upon submission and acceptance of the final report and completion of any CRHA review or audit.
- PHAR will use the funds for eligible purposes only (e.g., resident training, participation and leadership development).

- No later than April 15, 2012, PHAR will submit a report to CRHA describing how the FY2011 Resident Participation Funds were used and to what effect.
- A year end statement will be signed by the PHAR Board Chair or his/her designee (i.e. another Officer of the PHAR Board or the PHAR Director) noting that CRHA dollars were spent as reported and that all resident council expenditures will not contravene provisions of law and will promote serviceability, efficiency, economy and stability in the operation of the local housing authority.
- CRHA has the right to withhold any funds should it find previously distributed funds were not expended consistent with the terms of the MOU.
- PHAR will be responsible for returning all funds found by CRHA to have been expended in a manner inconsistent with the terms of the MOU.

This MOU expires at the conclusion of FY2011 (i.e., March 31, 2012). A new MOU will need to be signed by both parties for allocation of FY2012 CRHA Resident Participation Funds.



Randy Bickers, Executive Director, CRHA



Deirdre Gilmore, President, PHAR

11/29/11

Date

12/1/11

Date