

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

PHAPlans

AnnualPlanforFiscalYear2003

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBECOMPLETEDIN
ACCORDANCEWITHINSTRUCTIONS LOCATEDINAPPLICABLEPIHNOTICES**

**PHA Plan
Agency Identification**

PHAName: BrunswickHousingAuthority

PHANumber: ME006

PHAFiscalYearBeginning:(mm/yyyy) 07/2002

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004

[24CFRPart903.5]

The Brunswick Housing Authority has submitted its five -year Agency Plan for fiscal years 2000 -2004 in April, 2000 and is on file. Please skip to the Annual Plan section for our Annual Agency Plan for FY2003.

A. Mission

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

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

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)

- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach effort to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site -based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

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

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

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

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

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract support services to improve assistancerecipients' employability:
- Provide or attract support services to increase independence for the elderly or families with disabilities.
- Other:(list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other:(list below)

Other PHA Goals and Objectives:(list below)

AnnualPHAPlan
PHAFiscalYear2000
 [24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

Provideabriefoverviewoftheinformationinthe AnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypolicies,thePHAhasincludedintheAnnualPlan.

TheBrunswickHousingAuthority’splansforthenextfiscalyearwillbetofocusonexistinghousing programstoensurelongtermviabilityandprovidedecent,safeandaffordablehousingtoitsprogram participants.TheBHAhasmaintainedhighstandards ofperformanceandwillworktowardsmaintaining thesestandardsunderthecurrentassessmentssystemspromulgatedbytheUSDepartmentofHousing& UrbanDevelopment.Inaddition,wewillmonitorhousingissuesinourareaofjurisdictiontodetermine needsandworkcloselywithlocal,state&Federalgovernmentofficialsandcommunityservice organizationstomeetneedsastheyarise.

iii. AnnualPlanTableofContents

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistofsupporting documentsavailableforpublicinspection .

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration
- FY2002 Capital Fund Program Annual Statement **ATTACHMENT A: Capital Fund Program Annual Statement FY2002**
- Most recent board - approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY2002 Capital Fund Program 5 Year Action Plan **ATTACHMENT B: Capital Fund Program 5 -Year action plan**
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
ATTACHMENT C: Capital Fund Program Annual Statement FY2000
ATTACHMENT D: Capital Fund Program Annual Statement FY2001
ATTACHMENT E: Capital Fund Program Annual Statement FY1999
ATTACHMENT F: Pet Policy
ATTACHMENT G: Voluntary Conversion Initial Assessment

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	PHA Plan Certifications of Compliance with the PHA Plans	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	and Related Regulations	
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (A I)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA Board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/ 99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or	Annual Plan: Operations and Maintenance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	eradication of pest infestation (including cockroach infestation)	
	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD - approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional)	(specify as needed)

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	(list individually; use as many lines as necessary)	

1. Statement of Housing Needs

[24CFR Part 903.79(a)]

There continues to be a need for rental assistance in Brunswick as evidenced by growth of four waiting list from approximately 120 to 220 applicants and the need for affordable rental units. Brunswick is currently experiencing a high occupancy rate within the area making it increasingly difficult for our program participants to find adequate housing.

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income ≤ 30% of AMI							
Income > 30% but ≤ 50% of AMI							
Income > 50% but < 80% of AMI							
Elderly							
Families with Disabilities							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	262		50
Extremely low income <= 30% AMI	Data not Available At this time		
Very low income (> 30% but <= 50% AMI)	Data not Available At this time		
Low income (> 50% but < 80% AMI)	Data not Available At this time		

Housing Needs of Families on the Waiting List			
Families with children	133	51%	
Elderly families	100	38%	
Families with Disabilities	29	11%	
Race/ethnicity	African-Amer=20	<1%	
Race/ethnicity	Native Amer=3	<1%	
Race/ethnicity	Asian=3	<1%	
Race/ethnicity	Pacific Island=1	<1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	126	50%	
2BR	82	33%	
3BR	39	15%	
4BR	11	<1%	
5BR	3	<1%	
5+BR	1	<1%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing 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**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off -line

- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed financed development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease -uprates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below) **Coordinate community effort to assess housing needs, develop workable strategies, and oversee implementation.**

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed -finance housing
- Pursue housing resources other than public housing or Section 8 tenant -based assistance.
- Other: (list below)

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant -based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below) Promote awareness of programs and services to families of races and ethnicities with disproportionate needs.

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty/minority concentrations
- Other: (list below)

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

1. Develop homeownership opportunities through local non-profit development corporation.
2. Develop affordable assisted living for frail elderly.
3. Develop affordable housing opportunities for people with disabilities and for chronically homeless families.

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY2002 grants)		
a) Public Housing Operating Fund	\$395,000	
b) Public Housing Capital Fund	\$300,000	
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant -Based Assistance	\$2,200,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self - Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Congregate Services Program		
3. Public Housing Dwelling Rental Income	\$455,000	
4. Other income (list below)	\$15,000	
4. Non -federal sources (list below)		
Total resources	\$3,365,000	

3.PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number) 10
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe) Check to see if the owe any HAMoney.

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

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

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

(2) Waiting List Organization

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

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

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

- PHA main administrative office

- PHA development site management office
- Other (list below) May request applicants sent by mail through phone, letter or e-mail.

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

- Victims of reprisals or hate crimes
- Other preference(s) (list below) Homeless families (Adults with dependent children).

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

- 1 Homeless families
- 2 Date and Time
- 3 Households currently receiving rental subsidy

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) development to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and development targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher -income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower -income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

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

- Criminal or drug -related activity only to the extent required by law or regulation
- Criminal and drug -related activity, more extensively than required by law or regulation
- More general screening than criminal and drug -related activity (list factors below) Check to see if they owe any HA money.
- Other (list below)

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug -related activity
- Other (describe below) Any information which is accessible to the public when they ask for such information.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project -based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)
- PHA main administrative office
- Other (list below) May request application be mailed by either phone, letter or e-mail.

(3) Search Time

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

If yes, state circumstances below:
 When there is a lack of available units, applicant requires reasonable accommodation and on a case by case basis.

(4) Admissions Preferences

a. Incometargeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

1 Homeless families

2 Date and Time

3 Househouldscurrentlyreceivingrentalsubsidy

FormerFederalpreferences

InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousing
Owner,Inaccessibility,PropertyDisposition)
Victimsofdomesticviolence
Substandardhousing
Homelessness
Highrentburden

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans'families
- Residentsholiveand/orworkinyourjurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributeincomegoals(broadrangeofincomes)
- Householdsthatcontributeincome requirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility
programs
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)(listbelow)

4.Amongapplicantsonthewaitinglistwiththeequalpreferencestatus,howare
applicantsselected?(selectone)

- Dateandtimeofapplication
- Drawing(lottery)orotherrandomchoicetechnique

5.IfthePHAplanstoemploypreferencesfor“residentsholiveand/orworkinthe
jurisdiction”(selectone)

- ThispreferencehaspreviouslybeenreviewedandapprovedbyHUD
- ThePHArequestsapprovalforthispreferencethroughthisPHAPlan

6.Relationshipofpreferencestoincometargetingrequirements:(selectone)

- ThePHAappliespreferenceswithinincometiers
- Notapplicable:thepoolofapplicantfamiliesensures thatthePHAwillmeet
incometargetingrequirements

(5)SpecialPurposeSection8AssistancePrograms

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

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

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

- Through published notices
- Other (list below) Direct contact with advocacy groups serving targeted population.

4. PHA Rent Determination Policies

[24 CFR Part 903.79(d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

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

- \$0

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

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

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

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

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

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

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

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

e. Ceiling rents

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

- Yes for all developments

- Yes but only for some developments
- No

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

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

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

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

f. Rent determination:

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

- Never
- At family option
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____

Other (list below) we require residents report any change of income immediately but only adjust rent on an interim if it goes down. Increases are determined at annual.

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month

disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

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

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

B. Section 8 Tenant -Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.79(e)]

Brunswick Housing Authority is a high performer under FY2001 PHAS

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.

- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24CFRPart903.79(f)]

BrunswickHousingAuthorityisahighperformerunderFY2001PHAS

Exemptionsfromcomponent6:HighperformingPHAsarenotrequiredtocompletecomponent6.
Section8 -OnlyPHAsareexemptfromsub -component6A.

A. PublicHousing

1. Yes No:Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
 PHA development management offices
 Other (list below)

B. Section 8 Tenant -Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24CFRPart903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub -component 7A: PHA that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long -term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD -52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5 -Year Action Plan

Agencies are encouraged to include a 5 -Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD -52834.

a. Yes No: Is the PHA providing an optional 5 -Year Action Plan for the Capital Fund? (if no, skip to sub -component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

The Capital Fund Program 5 -Year Action Plan is provided below: (if selected, copy the CFP Optional 5 Year Action Plan from the Table Library and insert here)

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

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes No: a) Has the PHA received a HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPEVI revitalization grant in the Plan year?
- If yes, list development name/s below:

- Yes No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?
- If yes, list developments or activities below:

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

8. Demolition and Disposition

[24CFR Part 903.79(h)]

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

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

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

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.79(i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name: Woodlawn Towers; woodlawn Terrace	
1b. Development (project) number: ME006 -1; ME006 -4	
2. Designation type:	
Occupancy by only the elderly	<input checked="" type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input checked="" type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (03/04/02)	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected: 142	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete as a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPEVI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPEVI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 30 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C.ReservedforConversionspursuanttoSection33oftheU.S.HousingActof 1937

11.HomeownershipProgramsAdministeredbythePHA

[24CFRPart903.79(k)]

A.PublicHousing

ExemptionsfromComponent11A:Section8onlyPHAsarenotrequiredtocomplete11A.

1. Yes No: DoesthePHAadministeranyhomeownershipprograms administeredbythePHAunderanapprovedsection5(h) homeownershipprogram(42U.S.C.1437c(h)),oranapproved HOPE Iprogram(42U.S.C.1437aaa)orhasthePHAapplied orplantoapplytoadministeranyhomeownershipprograms undersection5(h), theHOPEIprogram,orsection32ofthe U.S.HousingActof1937(42U.S.C.1437z -4).(If“No”,skip tocomponent11B;if“yes”,completeoneactivitydescription foreachapplicableprogram/plan,unlesseligibletocompletea streamlinedsubmissiondueto **smallPHA** or **highperforming PHA**status.PHAscompletingstreamlinedsubmissionsmay skiptocomponent11B.)

2.ActivityDescription

Yes No: HasthePHAprovidedallrequiredactivitydescription informationforthiscomponentinthe **optional**PublicHousing AssetManagementTable?(If“yes”,skiptocomponent12.If “No”,completetheActivityDescriptiontablebelow.)

PublicHousingHomeownershipActivityDescription (Completeoneforeachdevelopmentaffected)
1a.Developmentname: 1b.Development(project)number:
2.FederalProgramauthority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> TurnkeyIII <input type="checkbox"/> Section32oftheUSHAof1937(effective10/1/99)
3.Appli cationstatus:(selectone) <input type="checkbox"/> Approved;includedinthePHA’sHomeownershipPlan/Program

<input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected:
6. Coverage of action: (select one)
<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
 26- 50 participants
 51 to 100 participants
 more than 100 participants

b. PHA -established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self -sufficiency Programs

[24 CFR Part 903.79(1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub -component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 2001

2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (former tenants and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe) provide office space in family development

a. Services and programs offered to residents and participants

a. General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

a. Economic and Social Self-Sufficiency Programs

Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/ PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency Program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	0
Section 8	12	13

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address

the steps the PHA plan to take to achieve at least the minimum program size?
 If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug -related crime in some or all of the PHA's developments
- High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower -level crime, vandalism and/or graffiti

- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug -related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anti crime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug -prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at -risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
 - Police provide crime data to housing authority staff for analysis and action
 - Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
 - Police regularly testify in and otherwise support eviction cases
 - Police regularly meet with the PHA management and residents
 - Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
 - Other activities (list below)
2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

14. RESERVED FOR PET POLICY

[24CFR Part 903.79(n)]

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24CFR Part 903.79(p)]

- 1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2. Yes No: Was the most recent fiscal audit submitted to HUD?
- 3. Yes No: Were there any findings as the result of that audit?
- 4. Yes No: If there were any findings, do any remain unresolved?

5. Yes No: If yes, how many unresolved findings remain? ____
 Have response to any unresolved findings been submitted to HUD?
 If not, when are they due (state below)?

17. PHA Asset Management

[24CFR Part 903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.
 High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
 Private management
 Development-based accounting
 Comprehensive stock assessment
 Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached as Attachment (File name)
 Provided below:

**Resident Advisory Committee
 March 20, 2002**

Present: Verna Coombs, Della Morin –Woodlawn Terrace
Joan Mann, David Crowell –Woodlawn Tower
Donna Keller, Charlene Clukey –Perryman Village
Charles Small, Director Resident Services, BHA

1. Review of Annual Plan for Fiscal year: FY2001

Recommendations for Capital Fund Program:

- A. **Woodlawn Terrace**
In addition to those items listed under physical improvements, the committee recommended adding a sprinkler system for the building and carpeting for units.
- B. **Woodlawn Tower**
Items listed were approved. However, there was consensus as to why security cameras would be needed throughout the building. Members could see a camera on first floor but felt not necessary on other floors.
- C. **Perryman Village**
In addition to items listed, members from Perryman Village stressed the need for repaving of walkways and stripes for parking areas.

**RESIDENT ADVISORY COMMITTEE
MEMBERS**

Woodlawn Tower
David Crowell
Joan Mann

Woodlawn Terrace
Verna Coombs
Della Morin

Perryman Village
Charlene Clukey
Donna Keller

Old Gurnet
Gail Moffat

Section 8
Freda Austin

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

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

B. Description of Election process for Residents on the PHA Board

- 1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
- 2. Yes No: Was there a resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: State of Maine

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

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

Other: (list below)

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

D. Other Information Required by HUD

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

Attachments

ATTACHMENT A: Capital Fund Program Annual Statement FY2002

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHAName: Brunswick Housing Authority		Grant Type and Number Capital Fund Program: ME36-P006-501-02 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: FFY2002	
<input checked="" type="checkbox"/> Original Annual Statement						
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:						
<input type="checkbox"/> Reserve for Disasters/Emergencies						
<input type="checkbox"/> Revised Annual Statement (revision no:)						
<input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non -CFP Funds					
2	1406 Operations	\$28,400				
3	1408 Management Improvements	\$5,000				
4	1410 Administration	\$14,965				
5	1411 Audit	-0-				
6	1415 Liquidated Damages	-0-				
7	1430 Fees and Costs	\$15,000				
8	1440 Site Acquisition	-0-				
9	1450 Site Improvement	-0-				
10	1460 Dwelling Structures	-0-				
11	1465.1 Dwelling Equipment — Nonexpendable	\$221,339				
12	1470 Nondwelling Structures	-0-				
13	1475 Nondwelling Equipment	-0-				
14	1485 Demolition	-0-				
15	1490 Replacement Reserve	-0-				
16	1492 Moving to Work Demonstration	-0-				
17	1495.1 Relocation Costs	-0-				
18	1498 Mod Used for Development	-0-				
19	1502 Contingency	-0-				

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: Brunswick Housing Authority	Grant Type and Number Capital Fund Program: ME36-P006-501-02 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: FFY2002
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
20	Amount of Annual Grant: (sum of lines 2 -19)	\$284,704			
21	Amount of line 20 Related to LBP Activities	-0-			
22	Amount of line 20 Related to Section 504 Compliance	-0-			
23	Amount of line 20 Related to Security	\$153,339			
24	Amount of line 20 Related to Energy Conservation Measures	-0-			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHAName: Brunswick Housing Authority		Grant Type and Number Capital Fund Program#: ME36-P006-501-02 Capital Fund Program Replacement Housing Factor#:			Federal FY of Grant: FFY2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	General Operations of Public Housing	1406		\$28,400				
HA Wide	Upgrade Computer Hardware & Software	1408		\$5,000				
HA Wide	CFP Administration	1410		\$14,965				
HA Wide	Information Technology Consultant	1430		\$15,000				
ME6-001	Installation of New Call/Security System	1465.1	100 Units	\$97,000				
ME6-003	Upgrade Domestic Hot Water System	1465.1	4 Buildings	\$20,000				
ME6-003	Replace Main Electrical Panels	1465.1	5 Buildings	\$48,000				
ME6-004	Installation of New Call/Security System	1465.1	42 Units	\$56,339				

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

PHAName: Brunswick Housing Authority	Grant Type and Number Capital Fund Program#: ME36-P006-501-02 Replacement Housing Factor#:	Federal FY of Grant: 2002
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Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide	6/30/04			6/30/05			
ME6-001	6/30/04			6/30/05			
ME6-003	6/30/04			6/30/05			
ME6-004	6/30/04			6/30/05			

ATTACHMENTB:CapitalFundProgram5YearActionPlan

CapitalFundProgramFive -YearActionPlan

PartI:Summary

PHANameBrunswickH ousing Authority		<input type="checkbox"/> Original5 -YearPlan <input checked="" type="checkbox"/> RevisionNo:2			
Development Number/Name/HA- Wide	Year1	WorkStatementforYear2 FFYGrant:2003 PHAFY:2004	WorkStatementforYear3 FFYGrant:2004 PHAFY:2005	WorkStatement forYear4 FFYGrant:2005 PHAFY:2006	WorkStatementforYear5 FFYGrant:2006 PHAFY:2007
ME6-001;Woodlawn Towers	Annual Statement	\$36,704	\$10,000	\$94,339	\$49,500
ME6-003;Perryman Village		\$117,000	\$122,704	\$-0-	\$158,704
ME6-004;Woodlawn Terrace		\$54,000	\$73,000	\$68,000	\$30,500
HA-Wide		\$77,000	\$79,000	\$122,365	\$46,000
TotalCFPFunds (Est.)		\$284,704	\$284,704	\$284,704	\$284,704
TotalReplacement HousingFactorFunds					

CapitalFundProgramFive -Year ActionPlan

PartII:SupportingPages —WorkActivities

Activitiesfor Year1	ActivitiesforYear:2 FFYGrant:2003 PHAFY:2004			ActivitiesforYear:3 FFYGrant:2004 PHAFY:2005		
SeeAnnual Statement	Development Number/Name	MajorWorkCategories	EstimatedCosts	Development Number/Name	MajorWorkCategories	EstimatedCosts
	Woodlawn Towers/ME6001	ReplacrangeHoods	\$11,000	Woodlawn Towers/ME6001	CongregateServices Program	\$10,000
		Repairfencing	\$11,704		Subtotal	\$10,000
		ReplaceExterior lighting	\$14,000			
				PerrymanVillage/ME6 - 003	ReplaceAllShower units(50)	\$122,704
		Subtotal	\$36,704		Subtotal	\$122,704
	PerrymanVillage/ME6 - 003	ReplaceStoves& Refrigerators	\$10,000	Woodlawn Terrace/ME6-004	Re-shingleroof	\$73,000
		RemoveT -111& Replacew/vinylsiding	\$69,000		Subtotal	\$73,000
		ReplaceExteriorDoors	\$38,000	HAWide	Upgradecomputer hardware/software	\$5,000
		Subtotal	117,000		InstallCentralAC@ AdminOffice	\$28,000
	Woodlawn Terrace/ME6-004	ReplaceCarpetAll CommonAr eas	\$15,000		OperatingCosts	\$15,000
		ReplaceStoves& Refrigerators	\$23,000		CFPAdministration	\$16,000
		InstallDoorcanopies	\$4,000		A/E&Technology ConsultantFees	\$15,000
		RefurbishCommon Areas/residentservices space	\$12,000		Subtotal	\$79,000
		Subtotal	\$54,000			
	HAWide	UpgradeComputer Hardware&Software	\$15,000			

		ConstructBuilding Additiontomaintenance facility	\$16,000			
		OperatingCosts	\$15,000			
		CFPAdministration	\$16,000			
		A/E&Technology ConsultantFees	\$15,000			
		Subtotal	\$77,000			
	TotalCFPEstimated Costs		\$284,704	TotalCFPEstimated Costs		\$284,704

**CapitalFundProgramFive -YearActionPlan
PartII:SupportingPages —WorkActivities**

Activitiesfor Year1	ActivitiesforYear: 4 FFYGrant:2005 PHAFY:2006			ActivitiesforYear:5 FFYGrant:2006 PHAFY:2007		
SeeAnnual Statement	<i>Development Number/Name</i>	<i>MajorWorkCategories</i>	EstimatedCosts	<i>Development Number/Name</i>	<i>MajorWorkCategories</i>	EstimatedCosts
	Woodlawn Towers/ME6001	ReplaceFlooringin Units	\$52,339	Woodlawn Towers/ME6001	Replace Kitchen/Bathroom plumbingfixtures	\$20,000
		UpgradeCommonAreas	\$42,000		ReplaceUnitEntryKey System	\$19,500
		Subtotal	\$94,339		ReplaceMixingValves	\$10,000

	PerrymanVillage/ME6 - 003		\$-0-		Subtotal	\$49,500
		Subtotal	\$-0-	PerrymanVillage/ME6 - 003	RepairReplaceFencing	\$28,000
	Woodlawn Terrace/ME6-004	SiteImprovements/ landscaping	\$23,000		Replaceallinterior doors	\$38,000
		ReplaceFlooringin Units	\$45,000		ReplaceStormdoors	\$17,500
		Subtotal	\$68,000		RenovateCommunity Building	\$33,000
	HAWide	PurchaseNew MaintenanceVehicle	\$32,000		ReplaceRoofShingles	\$42,204
		UpgradeHousing AuthoritySoftware	\$44,365		Subtotal	\$158,704
		OperatingCosts	\$15,000	Woodlawn Terrace/ME6-004	Replace Bathroom/Kitchen Fixtures	\$18,000
		CFPAdministration	\$16,000		ReplaceUnitEntryKey System	\$8,000
		A/E&Technology ConsultantFees	\$15,000		ReplaceMixingValves	\$4,500
		Subtotal	\$122,364		Subtotal	\$30,500
				HAWide	OperatingCo sts	\$15,000
					CFPAdministration	\$16,000
					A/E&Technology ConsultantFees	\$15,000
					Subtotal	\$46,000
	TotalCFPEstimated Costs		\$284,704	TotalCFPEstimated Costs		\$284,704

Annual Statement/Performance and Evaluation Report ATTACHMENT C: CFP Annual Statement FY 2000
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHAName: BRUNSWICK HOUSING AUTHORITY	Grant Type and Number Capital Fund Program: ME36 -P006-501-00 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement
 Performance and Evaluation Report for Period Ending: 03/31/2002
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no: 2)
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds				
2	1406 Operations	20,216.00	20,216.00	20,216.00	17,424.28
3	1408 Management Improvements	6,374.00	10,374.00	6,691.09	5,102.45
4	1410 Administration	19,100.00	19,100.00	18,050.00	16,150.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000.00	14,076.00	10,666.68	8,876.47
8	1440 Site Acquisition				
9	1450 Site Improvement	64,000.00	111,232.00	0.00	0.00
10	1460 Dwelling Structures	60,000.00	29,400.00	29,400.00	12,600.00
11	1465.1 Dwelling Equipment — Nonexpendable	93,298.00	81,419.00	81,419.00	81,419
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	11,297.00	8,468.00	8,468.00	8,468.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 -19)	294,285.00	294,285.00	174,910.77	150,040.20
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				

Annual Statement/Performance and Evaluation Report		ATTACHMENT C: CFP Annual Statement FY 2000		
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary				
PHAName: BRUNSWICK HOUSING AUTHORITY		Grant Type and Number Capital Fund Program: ME36 -P006-501-00 Capital Fund Program Replacement Housing Factor Grant No:		
		Federal FY of Grant: 2000		
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2002		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)		
		<input type="checkbox"/> Final Performance and Evaluation Report		
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost
24	Amount of line 20 Related to Energy Conservation Measures			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHAName:		Grant Type and Number				Federal FY of Grant:		
BRUNSWICK HOUSING AUTHORITY		Capital Fund Program#: ME36 -P006-501-00 Capital Fund Program Replacement Housing Factor#:				2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
ME6 -1	Repave parking lot	1450		46,000.00	66,232.00	0.00	0.00	
ME6 -1	Install handrails in common area halls	1460		45,000.00	16,800.00	16,800.00	0.00	
ME6 -1	Replace steam table/kitchen equipment	1475		2,201.00	2,195.00	2,195.00	2,195.00	
ME6 -3	Repave parking lot	1450		18,000.00	45,000.00	0.00	0.00	
ME6 -3	Replace water heater in boiler room	1475		4,096.00	6,273.00	6,273.00	6,273.00	
ME6 -4	Replace Roof Shingles (emergency)	1460		0.00	12,600.00	12,600.00	12,600.00	
ME6 -4	Convert electric heat to forced hot water baseboard (supplement FY'99 budget)	1465.1		93,298.00	81,419.00	81,419.00	81,419.00	
ME6 -4	Improve drainage - crawl space	1460		15,000.00	0.00	0.00	0.00	
ME6 -4	Replace existing windows	1460		0.00	0.00	0.00	0.00	
PHAWIDE	Operations	1406		20,216.00	20,216.00	20,216.00	17,424.00	
	Management Consultant	1408		0.00	4,000.00	4,000.00	2,411.36	
	Upgrade computer hardware & software	1408.2		5,000.00	5,000.00	1,990.50	1,990.50	
	Congregate Services	1408.1		1,374.00	1,374.00	700.59	700.59	
	Administration - Admin fees (salaries & benefits for ED, CFO & Dir. of Maint.)	1410		19,100.00	19,100.00	18,050.00	16,150.00	
	A/E Services;							
	CIAP consultant & A/E associated costs	1430		20,000.00	14,076.00	10,666.68	8,876.47	
	Purchase a Maintenance Vehicle	1475		0.00	0.00	0.00	0.00	
	Purchase a Portable Generator	1475		5,000.00	0.00	0.00	0.00	

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

PHAName: BRUNSWICKHOUSINGAUTHORITY	GrantTypeandNumber CapitalFundProgram#: ME36 -P006-501-00 CapitalFundProgramReplacementHousingFactor#:	FederalFYofGrant: 2000
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DevelopmentNumber Name/HA-Wide Activities	AllFund Obligated (QuartEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
ME6 -1	SEP-02			SEP-03			
ME6 -3	SEP-02			SEP-03			
ME6 -4	SEP-02			SEP-03			

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

PHAName: BRUNSWICK HOUSING AUTHORITY	Grant Type and Number Capital Fund Program#: ME36 -P006-501-00 Capital Fund Program Replacement Housing Factor#:	Federal FY of Grant: 2000
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHAWIDE and Management Improvements	SEP-02			SEP-03			

Attachment I: Capital Fund Program Annual Statement

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:

ATTACHMENT D: CFP Annual Statement

FY2001

PHAName: Brunswick Housing Authority	Grant Type and Number Capital Fund Program: ME36-P006-501-01 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: FFY2001
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 03/31/02
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$29,400	\$24,400.00	6,499.00	6,499.00
3	1408 Management Improvements	\$8,000	\$8,000.00	0.00	0.00
4	1410 Administration	\$15,000	20,000.00	3,000.00	1,125.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$14,000	14,000.00	6,800.00	2,238.64
8	1440 Site Acquisition				
9	1450 Site Improvement	0.00	8,506.00	0.00	0.00
10	1460 Dwelling Structures	\$190,265	190,265.00	19,350.00	9,675.00
11	1465.1 Dwelling Equipment — Nonexpendable	\$12,750	12,750.00	0.00	0.00
12	1470 Nondwelling Structures	\$5,000	5,000.00	0.00	0.00
13	1475 Nondwelling Equipment	\$24,650	16,144.00	16,144.00	16,144.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$299,065	\$299,065	51,793.00	35,681.64

21	Amountofline20RelatedtoLBPActivities	-0-			
22	Amountofline20RelatedtoSection504Compliance	-0-			
23	Amountofline20RelatedtoSecurity	-0-			
24	Amountofline20RelatedtoEnergyConservation Measures	\$58,500			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHAName: Brunswick Housing Authority		Grant Type and Number Capital Fund Program#: ME36-P006-501-01 Capital Fund Program Replacement Housing Factor#:			Federal FY of Grant: FFY2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	General Operations of Public Housing	1406		\$29,400	\$24,400.00	\$6,499.00	\$6,499.00	
HA Wide	Upgrade Computer Hardware & Software	1408		\$5,000	5,000.00	0.00	0.00	
HA Wide	CFP Administration	1410		\$15,000	20,000.00	3,000.00	1,125.00	
HA Wide	A&E/Consultant Fees	1430		\$14,000	14,000.00	6,800.00	2,238.64	
HA Wide	Administrative Office Renovations	1470		\$5,000	5,000.00	0.00	0.00	
HA Wide	New 15 - Passenger Van	1475		\$24,650	16,144.00	16,144.00	16,144.00	
ME6-001	Congregate Services Program	1408		\$3,000	3,000.00	0.00	0.00	
ME6-001	Replace roof with Rubber membrane System	1460		\$114,780	112,415.00	96,000.00	0.00	
ME6-001	Upgrade Elevators	1460		\$16,985	19,350.00	19,350.00	9,675.00	
ME6004	Replace windows	1460		\$58,500	58,500.00	0.00	0.00	
ME6-003	Replace Stoves & Refrigerators	1465.1	15 Units	\$12,750	12,750.00	0.00	0.00	
ME6-003	Repave Parking Lot	1450		0.00	8,506.00	0.00	0.00	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHAName: Brunswick Housing Authority			Grant Type and Number Capital Fund Program#: ME36-P006-913-01 Capital Fund Program Replacement Housing Factor#:			Federal FY of Grant: FFY2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide	9/30/03			9/30/04			
ME6-001	9/30/03			9/30/04			
ME6-003	9/30/03			9/30/04			
ME6-004	9/30/03			9/30/04			

**Annual Statement/Performance and Evaluation Report ATTACHMENT E: CFP Annual Statement FY 1999
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: BRUNSWICK HOUSING AUTHORITY	Grant Type and Number Capital Fund Program: (CIAP)ME36 -P006-911-99 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 03/31/2002
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations	25,000.00	25,000.00	25,000.00	25,000.00
3	1408 Management Improvements	7,499.95	7,499.95	7,499.95	7,499.95
4	1410 Administration	18,218.00	18,218.00	18,218.00	18,218.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	22,097.43	22,097.43	22,097.43	22,097.43
8	1440 Site Acquisition				
9	1450 Site Improvement	17,083.00	0.00	0.00	0.00
10	1460 Dwelling Structures	12,798.39	11,502.72	11,502.72	11,502.72
11	1465.1 Dwelling Equipment —Nonexpendable	168,252.00	186,630.67	186,630.67	186,630.67
12	1470 Non Dwelling Structures				
13	1475 Non Dwelling Equipment	38,852.23	38,852.23	38,852.23	38,852.23
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 -19)	309,801.00	309,801.00	309,801.00	309,801.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				

**Annual Statement/Performance and Evaluation Report ATTACHMENT E: CFP Annual Statement FY 1999
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: BRUNSWICK HOUSING AUTHORITY		Grant Type and Number Capital Fund Program: (CIAP)ME36 -P006-911-99 Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant: 1999
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2002		<input checked="" type="checkbox"/> Final Performance and Evaluation Report		
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost
23	Amount of line 20 Related to Security			
24	Amount of line 20 Related to Energy Conservation Measures	\$186,630.67		\$186,630.67

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHAName:		Grant Type and Number			Federal FY of Grant:			
BRUNSWICK HOUSING AUTHORITY		Capital Fund Program#: (CIAP)ME36 -P006-911-99 Capital Fund Program Replacement Housing Factor#:			1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
ME6 -1	Replace worn/unsafe carpet in common areas	1460		12,798.39	11,502.72	11,502.72	11,502.72	
ME6 -1	Replace commercial stove -community room	1475		5,748.00	5,748.00	5,748.00	5,748.00	
ME6 -3	Repave parking lot and walkways	1450		17,083.00	0.00	0.00	0.00	
ME6 -4	Convert electric heat to forced hot water baseboard	1465.1		168,252.00	186,630.67	186,630.67	186,630.67	
PHAWIDE	Operations	1406		25,000.00	25,000.00	25,000.00	25,000.00	
	Management Improvements: Upgrade computer hardware & software	1408		7,499.95	7,499.95	7,499.95	7,499.95	
	Administration – Salaries and benefits; Provide for CIAP administrative fees (Ex Dir., CFO, and Dir. of Maintenance)	1410		18,218.00	18,218.00	18,218.00	18,218.00	
	A/E Services; CIAP consultant and A/E costs associated with the improvements	1430		22,097.43	22,097.43	22,097.43	22,097.43	
ME6 -3	Purchase a new truck	1475		30,329.23	30,329.23	30,329.23	30,329.23	
ME6 -1	Purchase a commercial refrigerator	1475		2,775.00	2,775.00	2,775.00	2,775.00	

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
 Part II: Supporting Pages**

PHAName: BRUNSWICK HOUSING AUTHORITY		Grant Type and Number Capital Fund Program#: (CIAP)ME36 -P006-911-99 Capital Fund Program Replacement Housing Factor#:			Federal FY of Grant: 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	

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

PHAName: BRUNSWICKHOUSINGAUTHORITY		GrantTypeandNumber CapitalFundProgram#: (CIAP)ME36 -P006-911-99 Capit alFundProgramReplacementHousingFactor#:				FederalFYofGrant: 1999	
DevelopmentNumber Name/HA-Wide Activities	AllFundObligated (QuartEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
ME6 -1	SEP-01			SEP-02			
ME6 -3	SEP-01			SEP-02			
ME6 -4	SEP-01			SEP-02			
PHAWIDEand Management Improvements	SEP-01			SEP-02			

Attachment F: Pet Policy

Brunswick Housing Authority

Administrative Policy Governing the Keeping of Pets in BHA Owned Public Housing Developments

I. Types of Pets

Woodlawn Towers & Terrace: The following types of pets are allowed: household cats, caged birds, fish and domesticated rodentssuchashamsters. **Please note: Dogs are PROHIBITED*.**

Perryman Drive and Old Gurnet: The following types of pets are allowed: cats, caged birds, fish, and domesticated rodentssuchashamsters. **Please note: Dogs are PROHIBITED*.**

*Note: Due to concerns about the health and safety, dogs are prohibited from all BHA property. The Resident Associations of Perryman Drive and Woodlawn Towers & Terrace both adopted resolutions requesting the Board of Commissioners to prohibit dogs. The Board has considered their request and is in agreement.

All pets must be registered with the Authority office before being brought onto the premises.

II. Fees and Deposits

A. Owners must provide the Brunswick Housing Authority a pet deposit to cover any and all damages resulting from pet ownership. The deposit shall be as follows:

Fish, Birds, & Caged Rodents:	\$50.00
Cats	\$200.00

B. Due to the increased management costs associated with pets in public housing, the BHA will also require a pet fee to cover these expenses: These expenses include verifying pet vaccinations and that they have been neutered or spayed; dealing with issues that will arise as the result of pets being in the buildings and on the premises; and ensuring the pets are being cared for and their waste is being disposed of appropriately.

The following fees shall apply:

Fish, Birds & Caged Rodents:	\$10.00
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Cats

\$75.00

The fees will be effective January 1, 1999. Any existing resident who currently has a pet in accordance with the BHA's previous Pet Policy shall be exempt from the fee.

III. Certifications

- A. Tenant agrees to provide the Authority, prior to the time the pet is brought on the premises, with a veterinary certification stating that the pet is in good health, that it has been neutered or spayed, that it has been immunized against rabies, distemper, heartworm, and any other ailments as may be required by law. Tenant agrees to renew said certification annually.**
- B. Tenant agrees to provide the Authority with a signed agreement naming two (2) persons or entities accepting responsibility to act as temporary or permanent caretaker for the pet if tenant is unable to care for it. This agreement must also be signed by the caretaker. Tenant agrees to permit the Authority, at its discretion, to implement this agreement if the pet is not properly cared for, shows signs of abuse, or is a source of damage or disturbance to the premises, or to other tenants.**
- C. Tenant shall provide a copy of all licenses and immunizations that are required by law.**

IV. Number & Size of Pets

- A. Each tenant shall be limited to one free-roaming pet per apartment. In the elderly developments this means one cat confined to the resident's apartment and it shall not be allowed in any common area. In Perryman, this means one cat. Tenants may have one fish aquarium, one bird cage and/or one caged pet.**

V. Other Requirements

- A. The tenant shall make provisions for care of the pet while he/she is absent from the apartment. If it is determined that pets have been abandoned or are being neglected in a way which is harmful to the pet, the BHA reserves the right to intervene and contact the proper authorities. Intervention may include entering the unit and removing the pet.**
- B. Tenant agrees the Brunswick Housing Authority is not responsible in any way for illness or injury to the pet. The pet and the apartment shall be kept free of fleas, ticks, or other vermin. Should anti-pest measures be required, (1) the costs shall be borne by the tenant, and (2) the Authority shall not be liable for any effects of those measures upon the health of the pet. Tenant agrees to be completely responsible for the care and cleanliness of the pet, both inside and**

outside the building or apartment areas.

- C. The Authority may establish buffer zones around tenants suffering medically documented allergies to pets. Tenant agrees that if other tenants or employees of the Authority develop allergies resulting from the pet, tenant will voluntarily relinquish habitation of the pet on Authority premises.
- D. Notwithstanding the above rules, no cats shall be allowed in any indoor common area of any project or on any elevators at the same time as any other tenants occupying those areas.
- E. Cat owners shall be required to have a litter pan. Owner must separate waste from litter daily and litter must be changed at least twice a week. Cat litter and waste must be disposed of by first placing it in a paper bag, then placing the paper bag in a heavy duty plastic bag for disposal into a dumpster. Tenant will keep all kitty litter material out of the sanitary drain lines and trash chutes. Tenant will be responsible for any damage caused by such materials getting into the plumbing, compactor, or carpeting.
- F. Any other tenant, or employee of the Authority, who considers a pet to be a nuisance so as to disturb the peace and quiet of the area, a menace or vicious to persons, property or other pets, may make a complaint to a law enforcement officer, and a copy of that complaint will be kept on file with the Authority.

VI. Special Accommodations

- A. Persons requiring animals for assistance with disabilities such as seeing eye dogs shall not be required to pay the stated fees and deposit. However, they shall still be responsible for damages caused by the animal and may still be subject to the required certifications as stated in section III. The BHA will review this policy as necessary to provide for reasonable accommodations to residents and may waive any and all requirements in order to make such accommodations.

VII. Compliance

Having a pet is a special privilege and requires total compliance with all provisions of this policy. Failure to comply with all provisions of this policy could result in removal of the pet and/or eviction.

BrunswickHousingAuthority

AcknowledgementofPetPolicy

**Byvirtueofmysignaturebelow,IagreethattheBrunswick
HousingAuthorityisexempted,andheldharmless,fromanyand
allresponsibilityforinjury,illnessordamagecausedbypet.**

**Ihavereviewedthispolicy,understandit,agreetoaderetoitand
havereceivedacopyofit.**

Date

Tenant

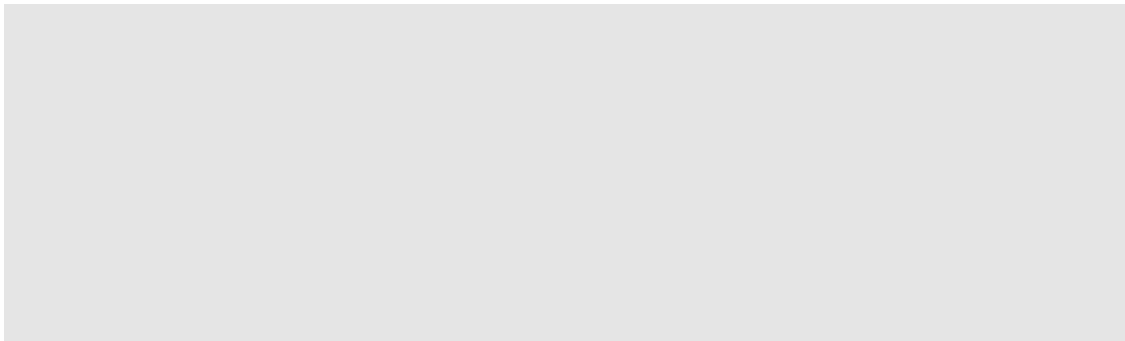
Signatureof

Date

Tenant

Signatureof

BrunswickHousingAuthority



**Voluntary Conversion
Initial Assessment
Perryman Village
Brunswick Housing Authority
September 26, 2001**

The following is the initial assessment of Perryman Village, Brunswick Housing Authority, that is required in (Section 22(b)(2) of the United States Housing Act of 1937) under section 972.200.

The B.H.A. certifies that it has reviewed Perryman Village, Public housing; considered the implication of converting this complex to tenant-based assistance; and concluded that conversion of the development would be inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

The following test was applied:

1. Conversion would be more expensive than continuing to operate the development as public housing. This was determined as follows:

Perryman Village

Bedroom size	Payment Standard	
(Five) 5x	1217	=6,085
(Four) 4x	1058	=15,870
(Three) 3x	922	=18,440
(Two) 2x	678	=6,780
		47,175 per
month		x12
		\$566,100
annually		

The total gross resident income is \$492,647. Thirty percent of that figure (\$147,794) would be subtracted from \$566,100 leaving \$418,306 needed in Section 8 subsidy.

The operating budget for Perryman Village was computed by taking the pum 389.72 x 50 units = \$19,486 per month x 12 months = \$233,832 annually.

Modernization cost was \$22,000. Operating cost plus modernization equals \$255,832.

Therefore conversion would be more expensive: Section 8 subsidy of \$418, vs. \$255,832 of public housing subsidy. 306

2. Conversion would not benefit public housing residents.

The residents of Perryman Village currently benefit from a Public Housing Drug Elimination Grant. Through this grant residents have on-site access to adult education, school enrichment program, and computer lab. During the summer a daily lunch program plus recreation activities are made available to youths.

Furthermore, a child day care serving 12 children enables residents to work and/or go to school. A service coordinator is also available.

3. Conversion would adversely affect the availability of affordable housing in the community.

Perryman Village is the only complex in Brunswick that is able to offer units with four and five bedrooms. Given the tight housing market coupled with higher rents these larger bedrooms could command, conversion could result in a loss to low income families already challenged to find adequate housing.

Component 10(B) Voluntary Conversion Initial Assessments

- a) How many of the PHA's developments are subject to the Required Initial Assessments? **1**
- b) How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **2**
- c) How many Assessments were conducted for the PHA's covered developments? **1**
- d) Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
None	

- e) If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. **Completed**