

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

PHAPlans

5YearPlanforFiscalYears2000 -2004
AnnualPlanforFiscalYear2002

**CONCORDHOUSINGAUTHORITY
CONCORD,NEWHAMPSHIRE**

**NOTE: THISPHAPLANSTEMPLATE(HUD50075)ISTOBECOMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

**PHA Plan
Agency Identification**

PHAName: Concord(NH)HousingAuthority

PHANumber: NH005

PHAFiscalYearBeginning:(mm/yyyy) 10/2002

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]

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)

“It shall be the mission of the Concord Housing Authority to develop and administer programs to provide decent, safe and sanitary housing for eligible families in a manner that promotes the economic and social well -being of its residents while maintaining the efficiency and stability of its programs.”

B.Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. When selecting the HUD -suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS .** (Quantifiable measures would include target such as: numbers of families served or PHA 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: (PHA Score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:

- Concentrate one effort 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 placement 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 supportive services to improve assistance recipients' employability:
- Provide or attract supportive 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)

Objective 1: To manage the Concord Housing Authority's public housing program in an efficient and effective manner.

- Goal 1.1: To achieve "High Performer" status by 9/30/05**
- Goal 1.2: To achieve and maintain an occupancy rate of 98% by 9/30/05**
- Goal 1.3: To achieve and maintain an operating budget reserve level of forty-five percent (45%) by 9/30/02**
- Goal 1.4: To raise funds to support Authority programs from at least three non-HUD sources by 9/30/05**
- Goal 1.5: To raise at least \$250,000 in support of Authority programs from non-HUD sources by 9/30/05**

Objective 2: To promote the health, safety and well-being of Authority residents.

- Goal 2.1: To enroll at least 92% of elderly and disabled residents in the File of Life program by 9/30/05**

- Goal2.2:** To maintain police “substations” within the Authority’s JFK Apartments, Haller Apartments and Crutchfield Apartments
- Goal2.3:** To hold bi -monthly meetings with the Concord Police Department to consider ongoing strategies for preventing crime within each Authority housing complex
- Goal2.4:** To conduct, in cooperation with the Concord Fire Department, an annual fire safety program for residents of each Authority development
- Goal2.5:** To make available to all residents a one -on-one financial counseling/money management program by 9 -30-01
- Goal2.6:** To make available by 9 -30-01, a mediator program for all residents in need of conflict resolution
- Goal2.7:** To make available to public housing residents and Section 8 participants a home buyer counseling program

Objective3: To maintain the Authority’s housing complexes in a decent condition, upgrading properties as necessary.

- Goal3.1:** To develop and implement a revised preventive maintenance plan by 9 -30-01
- Goal3.2:** To achieve and maintain an average response time of two days in responding to non -emergency work orders by 9 -30-01
- Goal3.3:** To achieve and maintain an average response time of two hours in responding to emergency work orders by 9 -30-01
- Goal3.4:** To maintain all of the Authority’s dwelling units in compliance with applicable housing codes by 9 -30-01
- Goal3.5:** To create an more aesthetically appealing environment within the Authority’s developments by investing at least \$20,000 in landscaping improvements by 9 -30-01
- Goal3.6:** To create an improved living environment by investing at least \$30,000 in upgrading the interior common areas of each of the Authority’s developments by 9 -30-02

Objective4: To manage the Authority's tenant -based Section 8 program in an efficient and effective manner thereby qualifying for at least a standard performance rating under SEMAP.

Goal4.1: To achieve and maintain a utilization rate of at least 95% by 9-30-02

Goal4.2: To attract at least ten new landlords to the program by 9-30-05

Goal4.3: To inspect new units within three days of lease approval by 9-30-02

Goal4.4: To re-inspect the dwelling units of all participants 60 -90 days prior to their annual recertification date by 9-30-02

Objective5: To enhance the image of the Concord Housing Authority and the housing programs it administers.

Goal5.1: To have Authority leadership speak to at least one civic, religious, service or fraternal group annually effective FYE 9-30-01

Goal5.2: To arrange for the publication in a local newspaper of at least one Authority -related public interest story annually effective FYE 9-30-01

Annual PHA Plan
PHA Fiscal Year 2002
[24CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24CFR Part 903.79(r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Concord Housing Authority's Annual Plan is based on the premise that, if the Authority accomplishes its objectives and goals, it will be working towards the achievement of its mission.

The plans, statements, budget summary, policies, etc, set forth in the Annual Plan all lead toward the accomplishment of the Authority's objectives and goals and toward the fulfillment of the Authority's mission.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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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:

- Attachment A:** Brief Statement of Progress in Meeting the 5 -Year Mission and Goals
- Assessment of Site -Based Waiting List Development Demographic Changes **(Not Applicable)**
- Attachment B:** FY2002 Capital Fund Program Annual Statement and Five -Year Action Plan
- Attachment C:** FY2001 Capital Fund Program Performance and Evaluation Report
- Attachment D:** FY2000 Comprehensive Grant Program Performance and Evaluation Reports
- Attachment E:** FY1999 Comprehensive Grant Program Performance and Evaluation Reports
- Section 8 Homeownership Capacity Statement **(Not Applicable)**
- Public Housing Drug Elimination Program (PHDEP) Plan **(Not Applicable)**
- Attachment F:** Pet Policy
- Attachment G:** Resident Membership of the PHA Governing Board
- Attachment H:** Membership of the Resident Advisory Board
- Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) **(Not Applicable)**

Optional Attachments:

- PHA Management Organizational Chart

- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

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
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
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 (AI)) 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
X	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 checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Schedule of flat rents offered each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	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
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	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
NA	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
NA	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	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
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Resident Survey Action Plan	
X	Voluntary Conversion Initial Assessment	

1. Statement of Housing Needs

[24CFR Part 903.79(a)]

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	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income ≤ 30% of AMI	541	5	5	NA	NA	NA	NA
Income > 30% but ≤ 50% of AMI	202	5	5	NA	NA	NA	NA
Income > 50% but < 80% of AMI	342	NA	NA	NA	NA	NA	NA
Elderly	NA	NA	NA	NA	NA	NA	NA
Families with Disabilities	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA

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: 1999
- 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 Need of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

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

Housing Need of Families on the Waiting List (PUBLIC HOUSING)			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	347		41
Extremely low income <= 30% AMI	286	82%	
Very low income (> 30% but <= 50% AMI)	51	15%	
Low income (> 50% but < 80% AMI)	10	3%	
Families with	103	30%	

Housing Needs of Families on the Waiting List (PUBLIC HOUSING)			
children			
Elderly families	66	19%	
Families with Disabilities	115	33%	
Race/ethnicity white	329	95%	
Race/ethnicity black	11	3%	
Race/ethnicity Hispanic	6	2%	
Race/ethnicity Other	1	<1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	201	58%	24
2BR	121	35%	8
3BR	9	2%	8
4BR	16	5%	1
5BR	0	0	0
5+BR	0	0	0
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 on the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List (SECTION 8)			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant -based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	407		21
Extremely low income <= 30% AMI	335	82%	

Housing Needs of Families on the Waiting List (SECTION 8)			
Very low income (>30% but ≤50% AMI)	38	9%	
Low income (>50% but <80% AMI)	34	9%	
Families with children	178	44%	
Elderly families	43	11%	
Families with Disabilities	116	29%	
Race/ethnicity white	392	96%	
Race/ethnicity black	9	2%	
Race/ethnicity Hispanic	5	1%	
Race/ethnicity Other	2	<1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	N/A
2BR	N/A	N/A	N/A
3BR	N/A	N/A	N/A
4BR	N/A	N/A	N/A
5BR	N/A	N/A	N/A
5+BR	N/A	N/A	N/A
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 open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families on to the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthe jurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,andtheAgency'sreasonsforchoosing thisstrategy.

(1)Strategies

Need:Shortageofaffordablehousingforalleligiblepopulations

Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithin itscurrentresourcesby:

Selectallthatapply

- Employeffectivemaintenanceandmanagementpolicies tominimizethenumber ofpublichousingunitsoff -line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplacementofpublichousingunitslosttotheinventorythroughmixed financedevelopment
- Seekreplacementofpublichousingunitslosttotheinventorythroughsection8 replacementhousingresources
- Maintainorincreasesection8lease -upratesbyestablishingpaymentstandards thatwillenablefamilies torentthroughoutthejurisdiction
- Undertakemeasures toensureaccesstoaffordablehousingamongfamilies assistedbythePHA,regardless ofunitsizere quired
- Maintainorincreasesection8lease -upratesbymarketingtheprogramtoowners, particularlythoseoutsideofareasofminorityandpovertyconcentration
- Maintainorincreasesection8lease -upratesbyeffectivelyscreeningSection8 applicantstoincreaseowneracceptanceofprogram
- ParticipateintheConsolidatedPlandevlopmentprocesstoensurecoordination withbroadercommunitystrategies
- Other(listbelow)
ConcordHousingAuthorityispetitioningHUDforexceptionFairMarket Rents.

Strategy2:Increasethenumberofaffordablehousingunitsby:

Selectallthatapply

- Applyforadditionalsection8unitsshouldtheybecomeavailable
- Leverageaffordablehousingresourcesinthecommunitythroughthecreation ofmixed -financehousing
- PursuehousingresourcesotherthanpublichousingorSection8tenant -based assistance.
- Other:(listbelow)
ConcordHousingAuthorityispetitioningHUDforexceptionFairMarket Rents.

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)

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)

CHA makes modifications to units on an as needed and as verified basis. Other reasonable accommodations are also provided on an as needed and verified basis.

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)

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)

(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:(listbelow)

2. Statement of Financial Resources

[24CFRPart903.79(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 (FY 2002 grants)		
a) Public Housing Operating Fund	361,653	
b) Public Housing Capital Fund	390,905	
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant -Based Assistance	1,053,088	
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)		
Capital Fund Program	598,125	
2001 PHDEP	65,354	
3. Public Housing Dwelling Rental Income	749,652	PHA Operations
Excess Utilities	3,000	PHA Operations
Interest Income	2,200	PHA Operations
4. Other income (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Non-federal sources (list below)		
Total resources	3,223,977	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

A. Public Housing

Exemptions: PHA that do not administer public housing and 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) **Top 10 by bedroom size**
- 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)

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)WaitingListOrganization

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)

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 or More

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

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

(4) Admissions Preferences

a. Income targeting:

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admission stop-out 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
- 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 reprisal or hate crimes
- Other preference(s) (list below)

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

- | | | |
|---------------|----|----------------------|
| Date and Time | 1. | Resident |
| | 2. | Working Non-Resident |

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 reprisal 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

(Per HUD instructions, the following questions are being substituted for the questions originally included in the Agency Plan template.)

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

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

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name :	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
NH005-06, Ceriello Apartments	9	See below	

Concord Housing Authority has two family developments:

- NH005-03 - 50 units
- NH005-06 - 9 units

NH005-06, Ceriello Apartments, consists of 9 units. Per regulations published in the *Federal Register* on December 22, 2000 (Rule to Deconcentrate Poverty and Promote Integration in Public Housing, Final Rule), a “reasonable explanation” for this development being out of the established income range is the size of a development. Therefore this development is exempt by virtue of its size. There being only one other general occupancy development, Concord Housing Authority is exempt from deconcentration requirements.

B. Section 8

Exemptions: PHA 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)
 - 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 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)

(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)

(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:

Medical reasons
Applicant cannot locate an accessible unit.
When applicant is actively looking and can't find a unit.

(4) Admissions Preferences

a. Incometargeting

Yes No: DoesthePHAplantoexceedthefederaltargetingrequirementsby targetingmorethan75%ofallnewadmissionstothesection8 programtofamiliesatorbelow30%ofmedianareaincome?

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
- 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 reprisal or hate crimes
- Other preference(s) (list below)

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

Date and Time

- 1. Residency Preference
- 2. Non -Resident Working Family Preference

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 your 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 reprisal or hate crimes
- Other preference(s) (list below)

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and 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 program to the public? -purpose section 8

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24CFR 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) deduction and/or exclusion 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 and circumstances below:

Fixed percentage (other than general rent -setting policy)
If yes, state percentage 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 review determinations:

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

- Never
- At family option
- 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)

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) **FMRs**

B. Section 8 Tenant -Based Assistance

Exemptions: PHA 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)

At least annually, however they are also reevaluated when the utilization rate decreases.

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

[24CFR Part 903.79(e)]

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:

The Authority's CEO is the Executive Director who is answerable to the five - member Board of Commissioners. Under the Executive Director's guidance and

supervision, the Authority's management team consists of a Director of Housing, a Leasing Specialist, a Finance Officer, a Director of Resident Services and a Director of Maintenance. Contracted to assist management are a Fee Accountant, Legal Counsel and a Capital Fund consultant.

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	262	50
Section 8 Vouchers	195	20
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	0
Public Housing Drug Elimination Program (PHDEP)	262	N/A
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)
 - Maintenance Policy (including pest control)**
 - Hazardous Materials Policy**
 - Schedule of Charges to Tenants**
 - PHA Admissions and Continued Occupancy Policy**
 - Blood Borne Disease Policy**
 - Capitalization Policy**
 - Check Signing Policy**

CommunitySpacePolicy
CriminalRecordsManagementPolicy
DispositionPolicy
DrugFreeWorkplacePolicy
EthicsPolicy
FundsTransferPolicy
InvestmentPolicy
PersonnelPolicy
ProcurementPolicy
SexualHarassmentPolicy
UnitTransferPolicy
ConflictofInterestPolicy
PetPolicy(Elderly/Disableddevelopments)
PetPolicy(Familydevelopments)
GrievanceProcedure
RentCollectionPolicy
SensitiveRecordsPolicy
TravelPolicy

(Note: Therequiredpestcontrolpolicyiscontainedinthe
Authority'sMaintenancePolicy.)

(2)Section8Management:(listbelow)

Section8 AdministrativePlan
Section8ParticipantPacket

**CopiesofthesepoliciescanbefoundattheAuthority's
Administrativeofficeslocatedat15PitmanStreet,Concord
NewHampshireandareapartofthisPlan.**

6. PHAGrievanceProcedures

[24CFRPart903.79(f)]

Exemptionsfromcomponent6:HighperformingPHAsarenotrequiredtocompletecomponent6.Section
8-OnlyPHAsareexemptfromsub -component6A.

A. PublicHousing

1. Yes No: Has the PHA established any writtengrievanceproceduresin
additiontofederalrequirementsfoundat24CFRPart966,Subpart
B,forresidentsofpublichousing?

Ifyes,listadditionstofederalrequirementsbelow:

2. Which PHA offices should residents or applicants stop public housing using 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 24 CFR 982?

If yes, list addition 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

[24 CFR Part 903.79(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) **B**

-or-

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

(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 **B**

-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 there)

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 HOPE VI 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 HOPE VI 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 HOPE VI 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:	
1b. Development (project) number:	
2. Activity type: Demolition	<input type="checkbox"/>
Disposition	<input type="checkbox"/>
3. Application status (select one)	
Approved	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>

4. Date application approved, submitted, or planned for submission:	(DD/MM/YY)
5. Number of units affected:	
6. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity:	
b. Projected end date of activity:	

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

[24CFR 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:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input 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 type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u> (DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input 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 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 HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI 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 300 units <input type="checkbox"/> Other: (describe below)

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

Component 10(B) Voluntary Conversion Initial Assessments

(Per HUD guidance, the following questions are being inserted from HUD's website into this Agency Plan template.)

- a. How many of the PHA's developments are subject to the Required Initial Assessments?

2

- 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)?

3

- c. How many Assessments were conducted for the PHA's covered developments?

- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
None*	

***None of the general occupancy developments owned by the Concord Housing Authority have been determined to be appropriate for conversion. The Required Initial Assessment is a Supporting Document to this Annual Plan.**

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **Not Applicable**

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24CF RPart 903.79(k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 320 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for

each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

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 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/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

[24CFR Part 903.79(l)]

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 support services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self -sufficiency services and program to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare -to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1)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)

b. 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		
Section 8		

b. Yes No: If the PHA is not maintaining the minimum program size 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)]

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 level of violent and/or drug -related crime
- Other (describe below)

Crime at the Authority's developments is minimal. The Authority's main concern is implementation of prevention programs to maintain a level of safety for all residents.

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)

Concord Police Department has assigned a liaison officer to the Concord Housing Authority. There is ongoing communication between these two agencies and the residents.

Which developments are most affected? (list below)

NH005 -003 and NH005 -06

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)

All PHA developments

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)

Concord Police Department has assigned a liaison officer to the Concord Housing Authority.

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

- NH05-01**
- NH05-03**
- NH05-05**

D. Additional information as required by PHDEP/PHDEP Plan

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

This section is no longer applicable.

- 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 FY2001 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment.

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? If yes, how many unresolved findings remain? **5**
- 5. Yes No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)? **Response date has not yet been received from the HUD Office.**

17.PHAAssetManagement

[24CFRPart903.79(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.OtherInformation

[24CFRPart903.79(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:

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 the 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: (provide name here)

State of New Hampshire

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)

The New Hampshire Consolidated Plan for 2001 -2005 points out that the states rental housing vacancy rate five years ago was below 4%, a most unhealthy market. Vacancy rates have now plummeted to reported 1%, an even worse situation. It is a fact of life that the lack of available rental housing results in increased rental costs.

The Authority commits itself to pursuing avenues open to it that will result in an increase in affordable housing resources.

The New Hampshire Consolidated Plan points out that the new lead paint regulations set forth in 24 CFR have had "a chilling effect on owners of pre-1978 rental property." While the regulations have been promulgated to protect young children from lead paint hazards, landlords are now less likely to participate in the Section 8 program. Faced with the cost of renovating their units and the possibility of legal liability, they are drawing back from Section 8 participation. This situation is only exacerbated by the low vacancy rate.

The Authority will increase its outreach effort to landlors to maximize participation in the Section 8 program.

D. Other Information Required by HUD

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

A. Substantial Deviation from the 5 -year Plan:

A substantial deviation from the 5 -year Plan occurs when the Board of Commissioners decides that it wants to change the mission statement, goals or objectives of the 5 -year plan.

B. Significant Amendment or Modification to the Annual Plan:

Significant amendments or modifications to the Annual Plan are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the plans of the agency and which require formal approval of the Board of Commissioners.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

All attachments are listed in the Table of Contents

**Required Attachment A: Statement of Progress in Meeting the 5 -Year
Plan Mission and Goals**

**Concord Housing Authority
Fiscal Year 2002 Annual Plan**

The following table reflects the progress we have made in achieving our goals and objectives:

Goal One: To manage the Concord Housing Authority's public housing program in an efficient and effective manner.	
Objective	Progress
1.1: To achieve "High Performer" status by 9-30-05	Working on goal.
1.2: To achieve and maintain an occupancy rate of 98% by 9-30-05	Still working toward goal.
1.3: To achieve and maintain an operating budget reserve level of forty-five percent (45%) by 9-30-02	Goal has not been reached.
1.4: To raise funds to support Authority programs from at least three non-HUD sources by 9-30-05	Two non-HUD sources providing grants. Third source anticipated June 2002.
1.5: To raise at least \$250,000 in support of Authority programs from non-HUD sources by 9-30-05	CHA has raised \$151,700

Goal Two: To promote the health, safety and well-being of Authority residents.	
Objective	Progress
2.1: To enroll at least 92% of elderly and disabled residents in the File of Life program by 9-30-05	All new elderly and disabled residents are enrolled in File of Life at time of admissions.
2.2: To maintain police "substations" within the Authority's JFK Apartments, Haller Apartments and Crutchfield Apartments	Substations have been established in all three locations.
2.3: To hold bi-monthly meetings with the Concord Police Department to consider ongoing strategies for preventing crime within each Authority housing complex	Police Department has assigned an officer as liaison to the CHA. Regular meetings are held.
2.4: To conduct, in cooperation with the Concord Fire Department, an annual fire safety program for residents of each Authority development	Annual fire safety programs have been initiated in cooperation with Concord Fire Department.
2.5: To make available to all residents a	Anon-profit financial counseling group is

one-on-one financial counseling/money management program by 9 -30-01	available to CHA residents.
2.6: To make available by 9 -30-01, a mediator program for all residents in need of conflict resolution	A mediator program (REAP) is available to residents and has been used by them.
2.7: To make available to public housing residents and Section 8 participants a homebuyer counseling program	A homebuyer counseling program is available to CHA residents through CATCH, a local non-profit group.

Goal Three: To maintain the Authority's housing complexes in a decent condition, upgrading properties as necessary.	
Objective	Progress
3.1: To develop and implement a revised preventive maintenance plan by 9 -30-01	Plan in place.
3.2: To achieve and maintain an average response time of two days in responding to non-emergency work orders by 9 -30-01	Goal has been achieved.
3.3: To achieve and maintain an average response time of two hours in responding to emergency work orders by 9 -30-01	Goal has been achieved.
3.4: To maintain all of the Authority's dwelling units in compliance with applicable housing codes by 9 -30-01	CHA is not aware of any non-compliance.
3.5: To create a more aesthetically appealing environment within the Authority's developments by investing at least \$20,000 in landscaping improvements by 9 -30-01	Work of goal has not gone forward. Capital Fund to be future source of landscaping improvements.
3.6: To create an improved living environment by investing at least \$30,000 in upgrading the interior common areas of each of the Authority's developments by 9 -30-02	\$42,140 has been spent installing carpeting in the common areas of three developments. Retrofitting of lighting at 5 -1 and 5 -2 is out for bid.

Goal Four: To manage the Authority's tenant -based Section 8 program in an efficient and effective manner thereby qualifying for at least a standard performance rating under SEMAP.	
Objective	Progress
To achieve and maintain a utilization rate of at least 95% by 9 -30-02	Restaffing and training of Section 8 staff underway. Goal still illusive due to low FMRs.
To attract at least ten new landlords to the program by 9 -30-05	Progress toward goal has been achieved. Five new landlords added in past year.
To inspect new units within three days of lease approval by 9 -30-02	Strategy is in place to achieve goal.

Tore -inspectthedwellingunitsofall participants60 -90dayspriortotheirannualre certificationdateby9 -30-02	Policyinplace.
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GoalFive:ToenhancetheimageoftheConcordHousingAuthorityandthe housingprogramsitadministers.	
Objective	Progress
5.1: TohaveAuthorityleadershipspeakto atleastonecivic,religious,serv icerfraternal groupannuallyeffectiveFYE9 -30-01	ExecutiveDirectorhasparticipatedinapublic forumonaffordablehousingduringFYE 9/30/02.
5.2: Toarrangeforthepublicationinalocal newspaperofatleastoneAuthority -related publicintere ststoryannuallyeffectiveFYE9 -30-01	Areincontactwithlocalmedia.Authority's 40 th Anniversaryfeatured.

GoalSix:Expandthesupplyofassistedhousing.	
Objective	Progress
Applyforadditionalrentalvouchers.	Havenotappliedfornewvouche rs.
Reducepublichousingvacancies.	Haveinitiatednewprotocolforunitturnover. Resultsnotyetdefinitive.

GoalSeven:Improvethethequalityofassistedhousing.	
Objective	Progress
Improvepublichousingmanagement.	Managementstaffhasbeense ntoavarietyof trainingevents.

GoalEight:Increaseassistedhousingchoices.	
Objective	Progress
Providevoucher mobilitycounseling.	Noprogressmadeonthisgoalyet.
Conductoutreachtopotentiallandlords.	Fivenewlandlordsaddedinpast year.
Implementvoucherhomeownershipprogram.	StaffandCommissionershavetattended workshoponSection8homeownership.
Implementpublichousingorother homeownershipprogram.	Homebuyer counselingmadeavailableto publichousingresidents.

GoalNine: Promoteself -sufficiencyandassetdevelopmentofassistedhouseholds.	
Objective	Progress
Provideor attractsupportiveservicesto	Noprogressonthisgoalyet.

improve assistancerecipients' employability.	
Provide or attract supportiveservices to increase independence for the elderly or families with disabilities.	CHA has applied for and received Congregate Housing Grant.

AttachmentB –FY2002CapitalFundProgramAnnualStatement

AnnualStatement/PerformanceandEvaluationReport CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)PartI:Summary						
PHAName: ConcordHousingAuthority		GrantTypeandNumber CapitalFundProgramGrantNo: NH36P00550102 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2002	
<input checked="" type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno: 0) <input type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding: <input type="checkbox"/> FinalPerformanceandEvaluationReport						
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost		
		Original	Revised	Obligated	Expended	
1	Totalnon -CFPFunds	0.00				
2	1406Operations	8,798.00				
3	1408ManagementImprovements	15,000.00				
4	1410Administration	39,090.00				
5	1411Audit	1,000.00				
6	1415LiquidatedDamages	0.00				
7	1430FeesandCosts	40,000.00				
8	1440SiteAcquisition	0.00				
9	1450SiteImprovement	17,507.00				
10	1460DwellingStructures	139,510.00				
11	1465.1DwellingEquipment —Nonexpendable	0.00				
12	1470NondwellingStructures	115,000.00				
13	1475NondwellingEquipment	15,000.00				
14	1485Demolition	0.00				
15	1490ReplacementReserve	0.00				
16	1492MovingtoWorkDemonstration	0.00				
17	1495.1RelocationCosts	0.00				
18	1499DevelopmentActivities	0.00				
19	1501CollateralizationorDebtService	0.00				
20	1502Contingency	0.00				
21	AmountofAnnualGrant:(sumoflines2 –20)	\$390,905.00	\$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 I: Summary

PHAName: Concord Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36P00550102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement **Reserve for Disasters/Emergencies** **Revised Annual Statement (revision no: 0)**
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 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: Concord Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36P00550102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations	1406		8,798.00				
Management	Management Improvements	1408.1		15,000.00				
Improvement	Administration	1410		39,090.00				
	Audit Costs	1411		1,000.00				
	Architectural and Engineering Fees	1430		40,000.00				
	Office Renovations	1470		115,000.00				
	Landscaping	1450		17,507.00				
NH5 -2	Entry doors	1460		10,500.00				
NH5 -2	Unit doors	1460		9,500.00				
NH5 -3	Unit floor replacement	1460		55,000.00				
NH5 -3	Heating/Hotwater	1460		14,510.00				
NH5 -5	Repair water damage	1460		50,000.00				
NH5 -1,3&5	Community space equipment	1475		15,000.00				

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

PHA Name: Concord Housing Authority		Grant Type and Number Capital Fund Program No: NH36P00550102 Replacement Housing Factor No:				Federal FY of Grant: 2002	
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	
PHA-Wide Management Improvements	9/04			9/05			
NH5 -1	9/04			9/05			
NH5 -2	9/04			9/05			
NH5 -3	9/04			9/05			
NH5 -5	9/04			9/05			
NH5 -6	9/04			9/05			

AttachmentB –CapitalFundProgramFive -YearActionPlan

CapitalFundProgramFive -YearActionPlan

PartI:Summary

PHAName: ConcordHousing Authority					<input checked="" type="checkbox"/> Original5 -YearPlan <input type="checkbox"/> RevisionNo:	
Development Number/Name/HA- Wide	Year1	WorkStatementforYear2 FFYGrant: 2003 PHAFY: 10/1/03	WorkStatementforYear3 FFYGrant: 2004 PHAFY: 10/1/04	WorkState mentforYear4 FFYGrant: 2005 PHAFY: 10/1/05	WorkStatementforYear5 FFYGrant: 2006 PHAFY: 10/1/06	
	Annual Statemen t					
NH5 -1		\$150,000	\$122,000	\$105,000	\$50,000	
NH5 -2			\$8,000			
NH5 -3		\$150,000	\$30,000		\$10,000	
NH5 -5			\$105,000		\$113,000	
NH5 -6			\$33,000		\$12,000	
HA-Wide		\$123,398	\$125,398	\$318,398	\$205,905	
CFPFundsListedfor 5-yearplanning		\$423,398	\$423,398	\$423,398	\$390,905	
ReplacementHousing FactorFunds						

Capital Fund Program Five - Year Action Plan

Part II: Supporting Pages — Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2003 PHAFY: 10/1/03			Activities for Year: 3 FFY Grant: 2004 PHAFY: 10/1/04		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual	NH5 -1	<i>Window Replacement</i>	\$100,000	NH5 -1	<i>Upgrade elevators</i>	\$122,000
Statement						
	<i>NH5 -1</i>	<i>Balcony Door Replacement</i>	\$50,000	<i>NH5 -2</i>	Roofing	\$8,000
	NH5 -3	Tenant Storage Facilities	\$150,000	NH5 -3	Roofing	\$30,000
				NH5 -5	Window Replacement	\$105,000
				NH5 -6	Roofing	\$6,000
				NH5 -6	Tenant Storage Facilities	\$27,500
Total CFPEstimated Cost			\$300,000			\$298,000

CapitalFundProgramFive -YearActionPlan

PartII:SupportingPages —WorkActivities

ActivitiesforYear: 4 FFYGrant: 2005 PHAFY: 10/1/05			ActivitiesforYear: 5 FFYGrant: 2006 PHAFY: 10/1/06		
Development Name/Number	MajorW ork Categories	Estimated Cost	Development Name/Number	MajorWorkCategories	EstimatedCost
NH5 -1	<i>Kitchen Renovations</i>	\$105,000	NH5 -1	<i>UtilitySeparation</i>	\$22,000
HA-Wide	MaintenanceFacility	\$150,000	NH5 -1	<i>CleanAirDucts</i>	\$28,000
			NH5 -3	ReplaceBoilerRoomDoors	\$10,000
			NH5 -5	ReplaceEmergencyGenerator	\$24,000
			NH5 -5	ReplaceBoilerRoomDoors	\$3,000
			NH5 -5	ReplaceHotWaterSystem	\$60,000
			NH5 -5	CleanAirDucts	\$22,000
			NH5 -5	ModifyCompactorSystem	\$4,000
			NH5 -6	UpgradeHotWaterSystem	\$12,000
TotalCFPEstimatedCost		\$255,000			\$185,000

Attachment C – Fiscal Year 2001 Capital Fund Program Performance & Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Concord Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36P00550101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2002 <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	0.00			
2	1406 Operations	10,000.00	10,000.00	10,000.00	0.00
3	1408 Management Improvements	15,000.00	15,000.00	15,000.00	0.00
4	1410 Administration	80,000.00	42,340.00	42,340.00	0.00
5	1411 Audit	1,000.00	1,000.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	17,500.00	17,500.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	54,600.00	54,600.00	0.00	0.00
10	1460 Dwelling Structures	236,100.00	273,760.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non Dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non Dwelling Equipment	9,198.00	9,198.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	0.00	0.00	0.00	0.00

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

PHAName: Concord Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36P00550101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 3/31/2002
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$423,398.00	\$423,398.00	\$105,000.00	0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 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: Concord Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36P00550101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations	1406		10,000.00	10,000.00	10,000.00	0.00	
Management	Management Improvements	1408.1		15,000.00	15,000.00	15,000.00	0.00	
Improvement	Administration	1410		80,000.00	42,340.00	42,340.00	0.00	
	Audit Costs	1411		1,000.00	1,000.00	0.00	0.00	
	Architectural and Engineering Fees	1430		17,500.00	17,500.00	0.00	0.00	
	Non-Dwelling equipment	1475		9,198.00	9,198.00	0.00	0.00	
NH5 -1	Paint hallways	1460		15,000.00	15,000.00	0.00	0.00	
NH5 -1	Renovate public lavatories	1460		20,000.00	20,000.00	0.00	0.00	
NH5 -1	Replace control valves (water)	1460		10,000.00	10,000.00	0.00	0.00	
NH5 -1	Reline water tank	1460		10,000.00	10,000.00	0.00	0.00	
NH5 -1	Install protective cover over rebar	1460		5,000.00	0.00	0.00	0.00	Completed in FY00
NH5 -1	Modify Community Room kitchen	1460		8,400.00	8,400.00	0.00	0.00	
NH5 -1	Install parking lot gate	1450		10,000.00	0.00	0.00	0.00	Moved to PHA Operating
NH5 -1	Replace fence	1450		2,000.00	12,000.00	0.00	0.00	
NH5 -1	Resurface parking lot	1450		5,200.00	5,200.00	0.00	0.00	
NH5 -2	Install Community Room A/C	1460		1,000.00	1,000.00	0.00	0.00	

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

PHAName: Concord Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36P00550101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NH5 -2	Resurface parking lot and walkways	1450		6,000.00	6,000.00	0.00	0.00	
NH5 -3	Upgrade heating/hot water system	1460		90,000.00	127,660.00	0.00	0.00	
NH5 -3	Replace piping/pipe insulation	1460		19,200.00	19,200.00	0.00	0.00	
NH5 -3	Erect exterior dividers between units	1460		19,000.00	24,000.00	0.00	0.00	
NH5 -3	Paint exterior trim	1460		2,000.00	2,000.00	0.00	0.00	
NH5 -3	Seal foundations	1460		10,000.00	10,000.00	0.00	0.00	
NH5 -3	Construct new parking area	1450		25,400.00	25,400.00	0.00	0.00	
NH5 -5	Paint hallways	1460		10,500.00	10,500.00	0.00	0.00	
NH5 -5	Replace glass	1460		1,000.00	1,000.00	0.00	0.00	
NH5 -5	Install Community Room A/C	1460		1,000.00	1,000.00	0.00	0.00	
NH5 -6	Upgrade heating/hot water system	1460		12,000.00	12,000.00	0.00	0.00	
NH5 -6	Paint trim	1460		2,000.00	2,000.00	0.00	0.00	
NH5 -6	Install add'l fencing & refinish existing fence	1450		6,000.00	6,000.00	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

PHA Name: Concord Housing Authority		Grant Type and Number Capital Fund Program No: NH36P00550101 Replacement Housing Factor No:				Federal FY of Grant: 2001	
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	
PHA-Wide Management Improvements	9/03			9/04			
NH5 -1	9/03			9/04			
NH5 -2	9/03			9/04			
NH5 -3	9/03			9/04			
NH5 -5	9/03			9/04			
NH5 -6	9/03			9/04			

AttachmentD –FiscalYear2000CapitalFundProgramPerformance&EvaluationReport

AnnualStatement/PerformanceandEvaluationReport					
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)PartI:Summary					
PHAName: ConcordHousingAuthority		GrantTypeandNumber CapitalFundProgramGrantNo: NH36P00550100 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2000
<input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno: 1) <input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding:3/31/2002 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds				
2	1406Operations	6,900.00	6,900.00	6,900.00	0.00
3	1408Management Improvements	15,000.00	15,000.00	15,000.00	10,340.61
4	1410Administration	77,000.00	41,490.00	41,490.00	30,000.00
5	1411Audit	1,000.00	1,000.00	0.00	0.00
6	1415LiquidatedDamages				
7	1430FeesandCosts	19,655.00	19,655.00	17,607.00	0.00
8	1440SiteAcquisition				
9	1450SiteImprovement	7,500.00	10,501.10	8,521.10	8,521.10
10	1460DwellingStructures	266,000.00	298,508.90	10,100.00	5,680.00
11	1465.1DwellingEquipment —Nonexpendable				
12	1470NondwellingStructures				
13	1475Nondwelli ngEquipment	21,800.00	21,800.00	0.00	0.00
14	1485Demolition				
15	1490ReplacementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts				
18	1499DevelopmentActivities				
19	1501CollaterizationorDebtService				
20	1502Contingency				
21	AmountofAnnualGrant:(sumoflines2 –20)	\$414,855.00	\$414,855.00	\$99,618.10	\$54,541.71

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

PHAName: Concord Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36P00550100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 3/31/2002
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 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: Concord Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36P00550100 Replacement Housing Factor Grant No:				Federal FY of Grant: 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 Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide Management Improvement	Acquire new software	1406		6,900.00	6,900.00	6,900.00	0.00	
	Training (staff, board, and residents)	1408.1		15,000.00	15,000.00	15,000.00	10,340.61	
	Proration of salaries	1410		77,000.00	41,490.00	41,490.00	30,000.00	
	Audit Costs	1411		1,000.00	1,000.00	0.00	0.00	
	Purchase of non-dwelling equipment	1475		21,800.00	21,800.00	0.00	0.00	
	Architectural and Engineering Fees	1430		19,655.00	19,655.00	17,607.00	0.00	
NH5 -1	Retrofit hallway lighting	1460		16,000.00	16,000.00	0.00	0.00	
NH5 -1	Renovate Community Room kitchen	1460		6,000.00	6,000.00	0.00	0.00	
NH5 -1	Reline water storage tank	1460		12,500.00	12,500.00	0.00	0.00	
NH5 -2	Upgrade heating/hot water system	1460		25,000.00	25,000.00	0.00	0.00	
NH5 -2	Paving (parking lot/walkways)	1450		7,500.00	0.00	0.00	0.00	
NH5 -3	Replace interior dwelling unit stairs	1460		150,000.00	138,878.90	0.00	0.00	
NH5 -3	Replace closet doors	1460		38,500.00	38,500.00	0.00	0.00	
NH5 -3	Heating/hot water system renovation	1460		0.00	33,530.00	0.00	0.00	
NH5 -5	Retrofit hallway lighting	1460		10,500.00	10,500.00	0.00	0.00	
NH5 -5	Modifications to Community Room	1460		7,500.00	7,500.00	0.00	0.00	

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

PHAName: Concord Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36P00550100 Replacement Housing Factor Grant No:				Federal FY of Grant: 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 Work
				Original	Revised	Funds Obligated	Funds Expended	
	New Work Items							
NH5 -1	Balcony repairs	1460		0.00	5,680.00	5,680.00	5,680.00	
NH5 -1	Sprinkler repair work	1460		0.00	4,420.00	4,420.00	0.00	
NH5 -5	Install automatic parking entrance gate	1450		0.00	10,501.10	8,521.10	8,521.10	

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

PHA Name: Concord Housing Authority		Grant Type and Number Capital Fund Program No: NH36P00550100 Replacement Housing Factor No:				Federal FY of Grant: 2000	
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	
PHA-Wide Management Improvements	9/02			9/03			
NH5 -1	9/02			9/03			
NH5 -2	9/02			9/03			
NH5 -3	9/02			9/03			
NH5 -5	9/02			9/03			

Attachment E – Fiscal Year 1999 Capital Fund Program Performance & Evaluation Report

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Concord Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36P00570799 Replacement Housing Factor Grant No:			Federal FY of Grant: 1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2002 <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	0.00			
2	1406 Operations	0.00			
3	1408 Management Improvements	0.00			
4	1410 Administration	35,548.00	35,548.00	35,548.00	35,548.00
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	53,100.00	50,938.32	50,938.32	27,136.74
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	96,126.00	97,360.85	97,360.85	97,360.85
11	1465.1 Dwelling Equipment — Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non Dwelling Structures	0.00			
13	1475 Non Dwelling Equipment	170,710.00	171,636.83	171,636.83	165,757.83
14	1485 Demolition	0.00			
15	1490 Replacement Reserve	0.00			
16	1492 Moving to Work Demonstration	0.00			
17	1495.1 Relocation Costs	0.00			
18	1499 Development Activities	0.00			
19	1501 Collateralization or Debt Service	0.00			
20	1502 Contingency	0.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$355,484.00	\$355,484.00	\$355,484.00	\$325,803.42

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

PHAName: Concord Housing Authority	Grant Type and Number Capital Fund Program Grant No: NH36P00570799 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: 3)
 Performance and Evaluation Report for Period Ending: 3/31/2002
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 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: Concord Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36P00570799 Replacement Housing Factor Grant No:				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 Work
				Original	Revised	Funds Obligated	Funds Expended	
NH5 -1	Upgrade ventilating system	1475		0.00	0.00	0.00	0.00	
NH5 -1	Install separation door between theater access/residences	1460		0.00	0.00	0.00	0.00	
NH5 -1	Replace hallway floor, moved to FY97	1460		0.00	0.00	0.00	0.00	
NH5 -1	Install of trash compactor, lift & demo of existing incinerator, emergency procurement	1475		134,153.00	135,079.83	135,079.83	129,200.83	
NH5 -1	Renovations to the kitchen area	1460		10,725.10	0.00	0.00	0.00	
NH5 -2	Replace deteriorated hallway fl. (supplement FY97)	1460		1,700.00	1,700.00	1,700.00	1,700.00	
NH5 -2	Repl. deteriorating retaining wall/fence	1450		0.00	0.00	0.00	0.00	
NH5 -2	Repl. deteriorating concrete porch/railing	1460		0.00	0.00	0.00	0.00	
NH5 -2	Renovate kitchens, approved in FY95	1460		0.00	0.00	0.00	0.00	
NH5 -2	Install new mailboxes	1475		0.00	0.00	0.00	0.00	
NH5 -3	Replace failed interior stairways in each unit, moved to FY2000	1460		0.00	0.00	0.00	0.00	
NH5 -5	Retrofit entrances w/card key system	1460		0.00	0.00	0.00	0.00	
NH5 -5	Retrofit defective intercom/door release system	1460		0.00	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 II: Supporting Pages

PHAName: Concord Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36P00570799 Replacement Housing Factor Grant No:				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 Work
				Original	Revised	Funds Obligated	Funds Expended	
NH5 -5	Upgrade fire doors	1460		0.00	0.00	0.00	0.00	
NH5 -5	Upgrade hallway flooring (compl. FY97)	1460		0.00	0.00	0.00	0.00	
NH5 -5	Upgrade ventilating system	1475		0.00	0.00	0.00	0.00	
NH5 -5	Complete Crutchfield Apt renovations	1460		71,701.90	71,701.90	71,701.90	71,701.90	
	started in '98							
NH5 -3	Repair exterior basement stair supplement FY98	1460		11,999.00	11,823.95	11,823.95	11,823.95	
NH5 -3&6	Upgrade heating/hot water system	1465.1		0.00	0.00	0.00	0.00	
NH5 -1,2,5&6	Landscaping	1450		0.00	0.00	0.00	0.00	
HA-Wide	OPERATIONS							
	Purchase software in computer upgrade	1406		0.00	0.00	0.00	0.00	
HA-Wide	ADMINISTRATION							
	Proration of relevant salaries	1410		35,548.00	35,548.00	35,548.00	35,548.00	
HA-Wide	FEES & COSTS							
	Contract for A&E consultant to complete a physical needs assessment plus provide CGP design & inspection serv.	1430		53,100.00	50,938.32	50,938.32	27,136.74	

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

PHAName: Concord Housing Authority		Grant Type and Number Capital Fund Program Grant No: NH36P00570799 Replacement Housing Factor Grant No:				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 Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	NONDWELLING EQUIPMENT							
	Acquire computer hardware in system expansion	1475		0.00	0.00	0.00	0.00	
	Purchased dump truck/sanders supplement	1475		36,557.00	36,557.00	36,557.00	36,557.00	
	FY98 Budget							
HA-Wide	CONTINGENCY							
	Provide a program contingency	1502		0.00	0.00	0.00	0.00	
	New Work Items							
PHA-Wide	Paving work & line painting (JKF and Penacook)	1460		0.00	12,135.00	12,135.00	12,135.00	

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

PHAName: Concord Housing Authority		Grant Type and Number Capital Fund Program No: NH36P00570799 Replacement Housing Factor No:				Federal FY of Grant: 1999	
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	
PHA-Wide Management Improvements	6/30/01	9/31/01	9/31/01		9/30/02		
NH5 -1	6/30/01	9/31/01	9/31/01		9/30/02		
NH5 -2	6/30/01	9/31/01	9/31/01		9/30/02		
NH5 -3	6/30/01	9/31/01	9/31/01		9/30/02		
NH5 -5	6/30/01	9/31/01	9/31/01		9/30/02		
NH5 -6	6/30/01	9/31/01	9/31/01		9/30/02		

Required Attachment F: Brief Description of Pet Policy

Concord Housing Authority Fiscal Year 2002 Annual Plan

The Concord Housing Authority has developed a written policy for pet ownership in public housing family developments. The following is a summary of requirements outlined in the Pet Policy.

The Authority's policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities with proper verification and the same restrictions that are imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.

The Authority's Pet Policy has the following basic requirements:

1. Only one common household pet per unit, not in excess of 20 inches in height at the shoulders.
2. Pet owners must have proof of current inoculations, licenses. This information must be updated every year at an annual reexamination.
3. All pets shall be spayed or neutered.
4. A Pet Deposit in the amount of \$150 must be paid prior to the Authority granting permission to the resident for having a dog or cat. Pet deposit shall be refundable at the removal of pet from the premises or termination of the lease, less charges (if any) for damages to the premises.
5. A non-refundable cleaning fee of \$50 shall be paid by each dog or cat owner at the time the Authority accepts such pet for occupancy in an Authority development. The same fee may be required of pet owners for other pets that may be expected to be created and/or within the dwelling unit.
6. Residents must identify one emergency caregiver to care for the pet in the event of resident illness or absence from the unit.

The Authority has reviewed the Pet Policy with the Resident Advisory Board and completed the public comment period.

Required Attachment G: Resident Member on the PHA Governing Board

**Concord Housing Authority
Fiscal Year 2002 Annual Plan**

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: **William Belkner, Jr.**

B. How was the resident board member selected: (select one)?

- Elected
 Appointed

C. The term of appointment is (include the date term expires): **April 2004**

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

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

B. Date of next term expiration of governing board member: **April 2003**

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

Duncan Ballantyne, City Manager, City of Concord, New Hampshire

Required Attachment H: Membership of the Resident Advisory Board or Boards

Concord Housing Authority Fiscal Year 2002 Annual Plan

- i. List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

**Edward Amsden
William E. Belkner, Jr.
Kathleen Delindia
Arden Farrell
Shannon Harmon
Gloria Hemenway
Patricia LaPlante
Alice Sims
Stanley Thompson
Leo Vigneault**

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