

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

---

# PHAPlans

AnnualPlanforFiscalYear2002

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBECOMPLETEDINACCORDANCEWITH  
INSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**



## PHAPlan AgencyIdentification

**PHAName:** TheHousingAuthorityoftheCityofProvidence

**PHANumber:** RI001

**PHAFiscalYearBeginning:**07/2002

### PublicAccesstoInformation

**Informationregardinganyactivitiesoutlinedinthisplancanbeobtainedbycontacting:  
(selectallthatapply)**

- ☒ MainadministrativeofficeofthePHA
- ☐ PHAdevelopmentmanagementoffices
- ☐ PHAlocaloffices

### DisplayLocationsForPHAPlansandSupportingDocuments

ThePHAPlans(includingattachments)areavailableforpublicinspectionat:(selectallthat  
apply)

- ☒ MainadministrativeofficeofthePHA
- ☐ PHAdevelopmentmanagementoffices
- ☐ PHAlocaloffices
- ☐ Mainadministrativeofficeofthelocalgovernment
- ☐ MainadministrativeofficeoftheCountygovernment
- ☐ MainadministrativeofficeoftheStategovernment
- ☐ Publiclibrary
- ☐ PHAwebsite
- ☐ Other(listbelow)

PHAPlanSupportingDocumentsareavailableforinspectionat:(selectallthatapply)

- ☒ MainbusinessofficeofthePHA
- ☐ PHAdevelopmentmanagementoffices
- ☐ Other(listbelow)

**PageIntentionallyLeftBlank**

**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** (based on most recent PHA S.M.A.S.S. score of 27.7)  
☐ **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 following Annual Plan for The Housing Authority of the City of Providence outlines policies and procedures covered in several PHA handbooks and manuals. The following pages along with these supporting documents comprise this plan. In 2000 the Providence Housing Authority developed an additional comprehensive strategic plan. The needs assessment phase of this plan included focus groups with residents from each of our developments as well as the Section 8 program; survey responses from approximately 975 conventional public housing development heads of household, 180 youth, 650 Section 8 residents and landlords, 90 scattered site residents and 110 neighbors of scattered sites as well as surveys of external and internal stakeholders, all PHA employees, commissioners, and extensive environmental scanning activities. These activities assisted the PHA in preparing its HUD mandated Annual and Five Year plans. These plans were developed in consultation with a Resident Advisory Board that is comprised of both public housing and Section 8 residents.

This Annual plan addresses policies concerning housing needs for the city and those on our waiting lists; strategies to address these needs; PHA financial resources; policies governing eligibility, selection, admissions, occupancy, rent determination and grievance procedures in public and Section 8 housing as well as overall policies and procedures governing these programs. One example of these policies concerns admissions. In an effort to attract working families to help stabilize PHA communities the PHA has instituted a working preference whereby 25 percent of new residents admitted into family developments will be working or participating in a training activity.

Also addressed in this plan are capital improvements for the following year covering a wider range of improvements to PHA sites and dwelling structures such as landscaping activities, a heating system upgrade and kitchen renovations at the Chad Brown Development, a new community center and Facilities Management building as well as exterior work on the high rise building at Hartford Park, a new security/proximity card access system at the high rises, refurbishing the elevator lobbies at Dominica Manor, repairing gas lines at Manton Heights and a great many additional items. (For greater detail and additional information please see the Capital Improvements section of this report.)

The PHA also plans to take advantage of regulations allowing PHA's to borrow against future Capital Fund monies. We hope to use this capitalization mechanism to build a new community center and facilities management central

office at the Hartford Park development. These new facilities will replace existing facilities that are clearly inadequate. It is estimated that these activities will total approximately \$4,000,000.

Services addressed in this plan include a homeownership program that has already resulted in five former public housing residents owning their own homes; an ambitious Family Investment Center program that houses the Family Self-Sufficiency, World of Work, General Equivalency Diploma, English as a Second Language, Office Skills, and other educational and training activities and classes. Other programs available to residents in our family developments are the youth program that includes youth substance abuse prevention education, youth health and pregnancy prevention education, academic assistance, computer resource centers, enrichment classes (art, music, dance etc.), a Youth Service Council for teens, organized sports, a Family Advisory Council and a parent volunteer program.

For those living in the PHA's elderly and elderly/disabled developments the PHA offers health & wellness centers at three developments, clinical practicum for nursing students, a congregational nutrition lunch program, certified resident service coordinators, supportive services for frail residents, housekeeping assistance, transportation services, bus trips and various on-site recreational activities.

The PHA also hopes to demolish 32 vacant units of housing in its Hartford Park development. These units were replaced in a previous modernization and development plan and are rapidly deteriorating. Further, these buildings create a situation of highly dense housing with little open space or parking available. Currently a court order prevents the PHA from disposing of these buildings. The PHA also hopes to develop 50 units of low income housing at the Roger Williams development site. Also at this site, the PHA has submitted a disposition package to the Department of Housing & Urban Development concerning a portion of vacant land on at the Roger Williams development site. The city plans to build a new high school on this site and in turn will provide the PHA with funding, replacement land in the area and infrastructure improvements on the site.

All of these separate elements are brought together in this Annual Plan that illustrates the Providence Housing Authority's commitment to providing the highest level of services in the most efficient and effective manner possible. The values behind the development of this plan are expressed in the PHA's mission statement included below:

**Mission Statement of the Housing Authority of the City of Providence:**

The Providence Housing Authority exists to develop and maintain decent, safe and sanitary housing and to address the economic and social needs of residents. The Providence Housing Authority is committed to high standards of public accountability and continuous improvement through management excellence, professional development and customer satisfaction.

**Elements of the Mission:**

1. *To develop and maintain decent, safe and sanitary housing*
2. *To address the economic and social needs of residents*
3. *To ensure the adequacy and vitality of the city's affordable housing supply*
4. *To maintain public confidence in the Authority's operations*
5. *To assess and improve agency, program and employee performance*

**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.

**Table of Contents**

	<u>Page#</u>
<b>Annual Plan</b>	
i. Executive Summary	1
ii. Table of Contents	3
1. Housing Needs	7
2. Financial Resources	15
3. Policies on Eligibility, Selection and Admissions	16
4. Rent Determination Policies	24
5. Operations and Management Policies	28
6. Grievance Procedures	42
7. Capital Improvement Needs	48
8. Demolition and Disposition	58
9. Designation of Housing	60
10. Conversion of Public Housing	61
10B Voluntary Conversion Table	62
11. Homeownership	62
12. Community Service Programs	65
13. Crime and Safety	70
14. Pets (Inactive for January 1 PHAs)	73
15. Civil Rights Certifications (included with PHA Plan Certifications)	74
16. Audit	74
17. Asset Management	74
18. Other Information	75
19. Definitions of "Substantial Deviation" and Significant Amendment"	77

**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:**

<input checked="" type="checkbox"/>	Admissions Policy for De -concentration (attached)	83
<input checked="" type="checkbox"/>	FY2001 Capital Fund Program Annual Statement (attached in main body of report)	49
<input type="checkbox"/>	Most recent board -approved operating budget (Required Attachment for PHA that are troubled or at risk of being designated troubled ONLY)	
<input checked="" type="checkbox"/>	Statement of Progress for the PHA's Five -Year Plan	<b>(ri001b01)</b>
<input checked="" type="checkbox"/>	Community Service Requirement Statement	85
<input checked="" type="checkbox"/>	Pet Policy Statement	89

<input checked="" type="checkbox"/>	Residents on the Resident Advisory Board	91
<input checked="" type="checkbox"/>	Residents on the Providence Housing Authority's Governing Board	91

## Optional Attachments:

<input checked="" type="checkbox"/>	PHA Management Organizational Chart (attached)	79
<input checked="" type="checkbox"/>	FY2000 Capital Fund Program 5 - Year Action Plan	(ri001a01)
<input checked="" type="checkbox"/>	Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)	75
<input checked="" type="checkbox"/>	Other (List below, providing each attachment name)	
<input checked="" type="checkbox"/>	Plan to Address Items from the Real Estate Assessment Center Customer Satisfaction Survey	73
<input checked="" type="checkbox"/>	Capital Fund Annual Statement/Performance & Evaluation Report	99

## 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 Certifications 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 jurisdictions 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:	Annual Plan: Eligibility, Selection, and Admissions Policies



List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	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</i> ; <i>Not include</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
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
X	Schedule of flat rents offered each public housing development <input checked="" 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 checked="" 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
N/A	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
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	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
X	Approved or submitted public housing homeownership	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	programs/plans	
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
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
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Voluntary Conversion documentation	Section 10B

## 1.StatementofHousingNeeds

[24CFRPart903.79(a)]

### A.HousingNeedsofFamiliesintheJurisdiction/sServedbythePHA

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 Needsof Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income ≤ 30% of AMI	26,819	5	4	4	3	4	4
Income > 30% but ≤ 50% of AMI	16,694	4	4	4	3	3	3
Income > 50% but < 80% of AMI	12,972	4	3	2-3	3	3	3
Elderly	18,094	4	2	2	2	2	2
Families with Disabilities	9,349	3	3	2	2	2	2
White	26,880	4	3-4	3	2	2	3
African American	5,745	4	3-4	3	2	2	3
Native American	341	4	3-4	3	2	2	3
Asian	1,585	4	3-4	3	2	2	3
Hispanic	5,504	4	3-4	3	2	2	3

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: 1995, 2000
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset (1990, 1993)
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☒ Other sources: (list and indicate year of information)

Providence Department of Planning and Development

Housing Database: RI Dept. of Administration, Division of Planning, Feb 1996.

## B. HousingNeedsofFamiliesonthePublicHousingandSection8Tenant BasedAssistanceWaitingLists

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

HousingNeedsofFamiliesontheWaitingList			
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	759		400
Extremely low income $\leq 30\%$ AMI	596	79%	
Very low income ( $>30\%$ but $\leq 50\%$ AMI)	147	19%	
Low income ( $>50\%$ but $<80\%$ AMI)	16	2%	
Families with children	341	45%	
Elderly families	90	12%	
Families with Disabilities	339	45%	
White	574	76%	
African American	167	22%	
Hispanic	445 <sup>1</sup>	33%	
Native American	15	1%	
Asian	6	1%	
Other	1	0%	
Characteristics by Bedroom Size (Public Housing Only)			
OBR	253	33%	103%
1BR	110	14%	101%
2BR	222	29%	34%
3BR	107	14%	30%
4BR	50	7%	37%
5BR	14	2%	67%
5+BR	0	0%	N/A

<sup>1</sup>Counted separately from race data.

HousingNeedsofFamiliesontheWaitingList	
Isthewaitinglistclosed(selectone)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Hasbeenopenedforpre -application processsince10/18/00.Previouslytheelderly/disabledandtwobedroomwaitinglistshadbeen open. Ifyes: Howlonghasitbeenenclosed?N/A DoesthePHAexpecttoreopenthelistinthePHAPlanyear? <input type="checkbox"/> No <input type="checkbox"/> Yes DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generallyclosed? <input type="checkbox"/> No <input type="checkbox"/>	

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(s electone) <input checked="" type="checkbox"/> Section8tenant -basedassistance <input type="checkbox"/> PublicHousing <input type="checkbox"/> CombinedSection8andPublicHousing <input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional) Ifused,identifywhichdevelopment/sub -jurisdiction:			
	#offamilies	%oftotal families	Annual Turnover
Waitinglisttotal	506 (Therearealso2,368ona pre-applicationlist)		31%
Extremelylowincome<=30% AMI	379 (Notincludingpre - applicationlist)	75%	
Verylowincome (>30%but<=50% AMI)	127 (Notincludingpre - applicationlist)	25%	
Lowincome (>50%but<80% AMI)	0 (Notincludingpre - applicationlist)	0%	
Familieswithchildren	481 (Notincludingpre - applicationlist)	95%	
Elderlyfamilies	25 (Notincludingpre - applicationlist)	5%	
FamilieswithDisabilities	16 (Notincludingpre - applicationlist)	3%	
White	322	64%	

Housing Needs of Families on the Waiting List			
African American	159	31%	
Hispanic <sup>2</sup>	277	55%	
Native American	19	4%	
Asian	6	1%	
Unknown	0	0%	
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 type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed? 38 months. Does the PHA expect to re-open the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

As illustrated in the following section of this plan the PHA seeks to address the housing needs of the City of Providence through the implementation of efficient and effective management. To this end we have implemented an aggressive five-year goals management plan. The PHA will also participate in the revision of the City's Consolidated Planning process, which is currently in progress. Further, the PHA has implemented many social programs to assist our existing residents in their efforts to become employed and has instituted an employment preference to assist the working poor.

Those with disabilities will be served through efforts to modernize units based on the Section 504 needs assessment for public housing. These efforts have been built into our annual and five-year capital improvement plans.

Elderly residents have been served through the designation two high-rise developments, Dominica Manor and Carroll Tower as elderly only. The result has been a significant increase in the average age of residents at those developments.

The PHA also plans to take advantage of additional resources that may become available such as new Section 8 vouchers and will strive to ensure that our policies result in consistently high Section 8 lease-up rates.

<sup>2</sup>Counted separately from race data.

The PHA also hopes to expand the supply of affordable housing units through the development of 50 new low income housing units at the Roger Williams development site located in the South Providence neighborhood.

The PHA's housing strategies were selected with an understanding of the realities surrounding the low income housing industry at this time. The PHA is aware that activities are necessarily constrained by funding levels and the availability of other resources. Further, the City has been fortunate to have thirteen Community Development Corporations and agencies such as the Department of Planning and Development and the Rhode Island Housing and Mortgage and Finance Corporation which also address the housing needs of our community.

The PHA developed its current strategies as part of a larger strategic planning process.

The needs assessment phase of this strategic plan included focus groups with members of each of our developments as well as Section 8 residents; survey responses of approximately 975 conventional public housing development heads of household, 180 youth, 650 Section 8 residents and landlords, 90 scattered site residents and 110 neighbors of scattered sites as well as surveys of external and internal stakeholders, all PHA employees, commissioners, and extensive environmental scanning activities. These activities assisted the PHA in preparing its HUD mandated Annual and Five Year plans. The annual and five year HUD plans were developed in consultation with a Resident Advisory Board that is comprised of both public housing and Section 8 residents.

### **(1) Strategies**

#### **Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

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

Select all that apply

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

**Need: Specific Family Types: Families at or below 30% of median****Strategy 1: Target available assistance to families at or below 30% of AMI**

Select all that apply

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

**Need: Specific Family Types: Families at or below 50% of median****Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**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 (Completed: Dominica Manor and Carroll Tower)
- ☐ Apply for special -purpose voucher targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities****Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply



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

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

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

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs  
☐ Other: (list below)

**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 (13 Community Development Corporations, Rhode Island Housing and Mortgage Finance Corporation, City of Providence Department of Planning and Development, etc.)  
☒ 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

☒  
☒

Resultsofconsultationwithadvocacygroups

Other:(listbelow)

***Separatecomprehensivestrategicplanningprocess.***

## 2. Statement of Financial Resources

[24CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
<b>1. Federal Grants (FY 2002 grants)</b>		
a) Public Housing Operating Fund	6,551,379	
b) Public Housing Capital Fund - CGP	2,550,086	
c) HOPEVI Revitalization	-	
d) HOPEVI Demolition	-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	18,036,715	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	422,821	
g) Resident Opportunity and Self-Sufficiency Grants RI00RSF001P0084	167,000	
h) Community Development Block Grant	-	
i) HOME	-	
Other Federal Grants (list below)		
<b>RI01RSV001P0123</b>	157,293	Supportive Services
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
RI43DEP0010101	295,321	Drug Prevention
RI43EDS0010296		Economic Supportive Services
RI43FIR0010194		Family Investment Center
	4,298,000	Capital Improvement Funds
<b>3. Public Housing Dwelling Rental Income</b>	5,745,320	Operation
<b>4. Other income (list below)</b>		
Interest Income	144,777	Operations
Other Operating Receipts	24,000	Operations
RI99RSE001P0153	159,469	Housing Helps
<b>5. Non-federal sources (list below)</b>		
Welfare to Work	0	Welfare to work
Health PHASE	25,000	Health Promotion
RIOS A	0	Elderly Social Services
<b>Total resources</b>	<b>38,577,181</b>	

**3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24CFR Part 903.79(c)]

**A. Public Housing**

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

**(1) Eligibility**

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

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: (within 6 months)
- ☐ 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)

Prospective tenants must participate in a daylong Preparation for Community Living/Living Skills workshop prior to admission into public housing.

- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2) Waiting List Organization**

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

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

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

- ☒ PHA main administrative office

- ☒ PHA development site management office  
☐ Other (list below)

c. If the PHA plans 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? **N/A**
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? **N/A**
3. ☐ Yes ☐ No: May families be on more than one list simultaneously?  
 If yes, how many lists? **N/A**
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)? **N/A**
- ☐ 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 admissions to public housing to families at or below 30% of median area income?

## b. Transfer policies:

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

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

Ratio of 5:1 when occupancy is below 97% and 1:1 when it is above 97%

## 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 preference s 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 (4:1 ratio)  
☐ Veterans and veterans' families  
☐ Residents who live and/or work in the jurisdiction  
☒ Those enrolled currently in educational, training, or upward mobility programs  
☒ Households that contribute to meeting income goals (broad range of incomes)  
☒ Households that contribute to meeting income requirements (targeting)  
☐ Those previously enrolled in educational, training, or upward mobility programs  
☐ Victims of reprisals or hate crimes  
☐ Other preference(s) (list below)

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

## 1 Date and Time

## 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)

- ☒ (2) Working families and those unable to work because of age or disability (4:1  
ratio)
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☒ (2) Those enrolled currently in educational, training, or upward mobility programs
- ☒ (2) Households that contribute to meeting income goals (broad range of incomes)
- ☒ (2) Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

## 4. Relationship of preferences to income targeting requirements:

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

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

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

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

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

**(6) Deconcentration and Income Mixing**

- a. ☒ Yes ☐ No: 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.

Based on revised regulations governing the deconcentration rule that sets the established income range (EIR) high end level at 115% of the average for all developments and or 30% of the area median income (AMI) the PHA has no developments outside of the allowable threshold.

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)]
N/A			

**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)

Previous public housing evictions or money owed to this and other housing authorities.

- b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)



- ☐ Criminal or drug -related activity
- ☒ Other (describe below)

Previous owner's names & addresses, prior damage claims paid, eviction notices.

## **(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 (when the list is open)
- ☐ 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:

1. New participants from the waiting list or as a reasonable accommodation for a family with a disabled person.
2. Also, participants now receive one 30 day extension for a total of 90 days when moving from one unit to another.

## **(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

- ☒ (2) Working families and those unable to work because of age or disability (ratio of 4:1)
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

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 soon. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

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 1:4
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

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 ensure 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 -purpose section 8 programs to the public?

- ☒ Through published notices  
☒ Other (list below)

Direct mailing to participants and applicants

**4. PHA Rent Determination Policies**

[24CFR Part 903.79(d)]

**A. Public Housing**

Exemptions: PHAs 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?

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

Families seeking work, elderly families (62 years and over) and disabled families without income.

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:

Flat Rents

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

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

e. Ceiling rents

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

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☒ No

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

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

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

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> 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. Rentre -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.) (Not yet set)

- ☒ The 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)

## **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 (110%)  
☐ 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 payment standards reevaluated for adequacy? (select one)

- ☒ Annually (unless families begin to have difficulty locating units within appropriate range).
- ☐ Other (list below)

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

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

Rent reasonableness standards.

## **(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. (Included as an attachment at the end of this report.)
- ☒ A brief description of the management structure and organization of the PHA follows:

The Providence Housing Authority is Governed by an eleven member Board of Commissioners that include two city councilmen and three resident positions.

The PHA's is currently structured in a traditional line and staff organization consisting of five staff sections, known as offices, and four line departments reporting to an Executive Director. In addition to a Deputy Director the five staff offices are, the Office of General Counsel, the Office of Security Services, the Office of Management Information Systems and the Office of Planning and Policy, and the Office of Finance & Accounting. The four line Departments are Housing Management, Facilities Management, Resident Services and Leased Housing.

**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	2,576 (families)	317+91 transfers
Section 8 Vouchers	1,794 (families)	200
Section 8 Certificates	100 (families)	20
Section 8 Mod Rehab	308 (families)	155
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	225 youth and sound determined number of fun -enrolled adults	Approximately 50 annually
Other Federal Programs (list individually)		
Elderly Service Coordinators	550	Open to all elderly and elderly/disabled development residents.
EDSS/Elderly Disabled	150	Open to all elderly and elderly/disabled development residents.
World of Work Plus	150	Multiyear program
FSS	150	Multiyear program
GED/ESL	50	90%
Office Skills	25	100%
ESL/GED	25	As needed



**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)

**Facilities Management Operations Manual****Chapter 1: Introduction**

Introduction  
Mission Statement  
Function Statement

**Chapter 2: Facilities Management And Planning**

Organizational Structure And Staffing  
PHAS Performance Standards  
Annual Goals Management Plan  
Annual Facilities Management Plan

**Chapter 3: Dispatch**

Dispatch  
Rovers  
Call Back Policy  
Building Control And Monitoring System

**Chapter 4: Work Orders**

The Work Order System  
Generating Work Orders  
Assigning Work Orders  
Completing Work

**Chapter 5: Inspection**

Unit Preventative Maintenance Inspections  
Building And Grounds Inspections  
Vacant Unit Inspections  
Occupancy Inspections  
Major Systems Inspections  
Quality Control Inspections  
Snow Removal Inspections

**Chapter 6: Unit Turn -Around**

Unit Turnaround  
Quality Control Standards  
Procedure  
Anticipating Vacancies

**Chapter 7: Inventory Control System**

Inventory Control System  
Maintenance Inventory Model  
Reports  
Warehousing  
Tools And Equipment

**Chapter 8: Vehicles**

Motor Vehicle Preventive Maintenance  
Vehicle Inspections  
Vehicle Trip Log  
Gasoline Purchasing Procedure

Accidents

MotorVehicleReplacementPolicy

**Chapter9:EnergyManagem ent**

EnergyManagement

AnnualEnergyConservation

AnnualUtilityReview

EnergyManagementStrategies

**Appendices**

**AppendixA:JobDescriptions**

**AppendixB:GoalsManagementPlan**

**AppendixC:SnowRemovalPlan**

**AppendixD:LandscapePlan**

**AppendixE:DevelopmentInventory**

**AppendixF:TenantCharges**

**AppendixG:QualityControlStandards**

**AppendixH:PlannedMaintenanceSchedules**

**AppendixI:Forms**

**InspectionForms**

FM-Ins1 AnnualApartmentInspectionChecklist(UPMInspection)

FM-Ins2 BuildingAndGroundsInspection

FM-Ins2aRoofInspection

FM-Ins3 LifeSafetySystemsLog

FM-Ins4 MajorSystemsInspections

FM-Ins5 QualityControlInspectionReport

FM-Ins6 SnowRemovalInspection

FM-Ins7 UnitTurnaround:FinalApartmentInspection

FM-Ins8 UnitTurnaroundUpdateForm

FM-Ins9 VacantUnitInspection

**VehicleForms**

FM-Veh1 In-ShopVehicleMaintenance

FM-Veh2MonthlyVehicleFuelLog

FM-Veh3MotorVehicleAccidentReport(DMV)

FM-Veh4VehicleAccidentReport

FM-Veh5 VehicleChecklist

FM-Veh6 VehicleTripLog

**Inventory/PurchasesForms**

FM-Inv1 Employee'sEquipmentReceipt/AgreementandCustodyForm

FM-Inv2 RequestSlipforSuppliesandEquipment

FM-Inv3 TemporaryEquipmentCustodyForm

**Logs**

FM-Log1 CallBackLog

FM-Log2 DispatchOfficeRadioCheck -outLog

FM-Log3 ElevatorLog

FM-Log4 EmployeeSickLog

FM-Log5 KeyLog

**AppendixJ:EmployeePerformanceEvaluationForms**

---

**HousingManagementAdministrativeHandbook**

**Forward****Chapter 1: History/Organization**

History of Public Housing

Public Housing Occupancy

Department of Housing Management

General Responsibilities

Organization of Department

Function Statement

**Chapter 2: Introduction to Admissions & Continued Occupancy Plan**

Overview

Fair Housing

Reasonable Accommodation

Communication

Questions to Ask in Granting Accommodation

Non-English Speaking Applicants and Residents

Family Outreach

Right to Privacy

Required Postings

**Chapter 3: Eligibility for Admission**

Policy Statement

Eligibility Criteria

Family

Income Limits for Admission

Citizenship and Eligible Immigration Status

Suitability

Grounds for Denial

Posting of Admissions Policy

**Chapter 4: Application Processing**

Pre-Application

Processing of Pre-Application

Pre-Application Data Entry

Application

Processing of Application

File Maintenance

Establishing Applicant File

Applicant Updates

Quality Control Checks

**Chapter5:WaitingList**

EstablishingandMaintainingaWaitingList

Overview

OpeningandClosingofWaitingList

WaitingListPreferences

UpdatingtheWaitingList

**Chapter6:VerificationProcess**

Overview

TypesofVeri fication

ThirdPartyVerification

VerbalVerification

OriginalDocuments

ApplicantCertification

InformationSubjecttoChange

SourcesofVerification

ApplicantInformationReleaseWaiver

VerificationSteps

ObtainingThirdPartyVerification

VerificationofFamilyCompositionandIncome

FamilialIdentification

EligibleImmigrationStatus

DependentInformation

Family'sAnnualIncome

AdjustedIncome

NetFamilyAssets

VerifyingNon -EconomicSelectionCriteria

HistoryofCriminalActivity

LandlordVerification

UtilityService

HomeVisit

HomeVisitForm

ShelterorOtherTransitoryHousing

MedicalFacilities

LivingwithFamilies

Re-inspections

Interview

InterviewForms

OfficeInterviewForm

Fraud

Verification Time Limits

**Chapter 7: Reviewing Verified Information**

Overview

Office Interview Report

Residency Verifications

Property Damage, Housekeeping, and Disturbances

Acceptable Documentation

Primary Indicators

Secondary Indicators

Income/Asset/Local Preference Verification

Criminal Record Verification

Impact of Criminal Activity on the Community

Other Factors and Considerations

Verification of Mitigating Circumstances

Other Documentation

Home Visits

Location Preference

**Chapter 8: Final Determination**

Overview

Final Determination

Landlord Responses

Criminal Activity

Responses from Shelters

Evictions

Home Visits

Interview

Participation in Preparation for Community Living

Outstanding Balance on PHA Account

Mitigating Circumstances

Misrepresentation and Fraud

Application Activity Record

Eligibility Determination

Preference Determination

Mandatory and Permanent Ineligibility

Admission of Applicants with Disabilities

Waiting Period

Recordkeeping

**Chapter 9: Income, Exclusions and Deductions**

Annual Income

Convert to Annual Income

Income of Dependents

Income of Temporarily Absent Family Members

Income of Confined Family Members

Income from Assets 9-6

Regular Contributions and Gifts

Alimony or Child Support

Income from a Business

Social Security Overpayment Withholding

Lump Sum Payments

Lump Sum Payments Involving Attorney Fees

Relocation Payments

Reimbursement for Program Related Expenses

Treatment of Income from Training Programs

Title V

Adjusted Income

Dependent

Elderly/Disabled Deduction

Child Care Expenses

Medical Expenses

Allowance for Disability Expenses

Specialized Calculation for Households Eligible for Handicapped Assistance and Medical Expenses

Excess Utility Expenses — Medical Equipment

Income Exclusions

**Chapter 10: Rent Calculation**

Family Choice in Rent

Formula Based Rent

Minimum Rent

Flat Rent

Rent for Families under the Non-Citizen Rule

Rent Changes for Families Receiving Public Assistance

Utility Allowance

Calculation of Total Tenant Payment

**Chapter 11: Tenant Assignment**

Occupancy Standards

Development Type

UnitType  
SinglePregnantWomen  
FosterChildrenorFosterAdults  
ChildCustody  
SameGenderAdults  
Live-inAides  
AccessibleUnits  
NondiscriminatoryInteractionwithDisabledApplicants  
LocalPreferencesandBroadRangeofIncomes  
De-concentrationPolicy  
De-concentrationIncentives  
Targeting  
LimitationofNon -VeryLowIncomeFamilies  
PlacementProcedures  
Recordkeeping

**Chapter12:Reporting****Chapter13:Marketing**

Overview  
IdentifyingObstacles  
MarketingPlan  
MeasureSuccessofPerformance

**Chapter14:Leasing**

Overview  
ReceivingUnitsfromMaintenance  
SendingApplicationFolderstoDevelopments  
ShowingUnits  
PreparingforLeasing  
MoveInInspection  
MoveInOrientation  
LeaseReading 14-7  
SecurityCheckList  
Lead-BasedPaintNotification  
RentandSecurityDeposit  
Keys  
ProcessingLease  
FollowUp

**Chapter 15: Rent Collection**

Importance of Rent Collection

Resident Orientation

Role of Housing Manager

Lease Requirements for Rental Payments

Rent Collection

Termination for Nonpayment of Rent

Lease Termination Notice Requirements

Other

Grievance Procedure

Notice to Post Office for Eviction for Criminal Activity

Escrow Deposit

**Chapter 16: Re-examinations**

Overview

PHA Policies

Annual Reexamination

Interim Reexamination

Special Reexamination

Special Reexamination to Correct Error in Rent

No Income

Eligibility Requirements for Continued Occupancy

Rent Adjustments

Family Composition

Fraud

Choice in Rent

Flat Rent

Formula Method

Conducting Annual Reexaminations

General

Missed Appointments

Reexamination Schedule

Application for Continued Occupancy

Processing of Applications for Continued Occupancy

Community Services

Income Changes Resulting from Welfare Program

Notification

Interim Re-certification

Receipt/Processing of Applications for Interim Rent Adjustments

Decrease in Income



Increase in Income

Flat Rent

Interim Reexamination of Adjusted Income

Special Reexaminations

Scheduled Special Reexaminations

Conducting Special Reexaminations

Procedure Applicable to Special Reexamination to Correct an Error

Forwarding Rent Calculations to Finance and Accounting

Reporting Requirements

### **Chapter 17: Community Service Requirement**

General

Exemptions

Notification of Requirement

Volunteer Opportunities

Implementation of Requirement

Notification of Noncompliance with Community Service Requirement

Opportunity for Cure

### **Chapter 18: Transfers**

Overview

Policies

Resident Requested Transfers

Other Transfers

Reduction of Vacancies

Intra- and Inter-Development Transfers

Transfer Priorities

Transfer Form

Occupancy Standards

PHAR Required Transfers

Changes in Family Composition

Handicap Accessible Unit

Emergency and Other Transfers

Approval/Disapproval of PHAR Required Transfers

Notification to Residents

Resident Requested Transfers

Approval/Disapproval

Transfer to Scattered Sites

Transfer from Scattered Site Units

Budgeting Issues

Restitution Agreements for Utility Shutoffs

Removal from Family Self-Sufficiency/Homeownership Program

Scheduling Transfers

ResidentSelectionOfficeResponsibilities

CostofFamily'sMove

TenantsinGoodStanding

**Chapter19:AddingMemberstoLease**

Overview

WrittenRequest/Interview

Screening

Under-housed

**Chapter20:Inspections**

Overview

NotificationRequirements

Equipment

ReturnedUnits

MoveinInspections

ConductingMove -inInspections

ReportingRequirements

AnnualInspections

ConductingAnnualInspections

ReportingReq uirements

HUDPhysicalConditionAssessment

TransferInspections

ConductingTransferInspections

ReportingRequirements

Emergency/SpotInspections

ConductingEmergency/SpotInspections

ReportingRequirements

VacateInspections

ConductingInspections

ReportingRequirements

AssessingVacateCharges

**Chapter21:GroundsInspectionandMaintenance**

Overview

ConductingGroundsInspections

**Chapter22:LeaseEnforcement**

HandlingComplaints

BoardersandLodgers

Housekeeping

Vehicles

Towing Policy

Log Book

Pets

Eviction Policy for Unauthorized Pets

Fraud

Unreported Employment

Daycare Fraud

Welfare Income Charts

Restitution Agreements

**Chapter 23: Termination for Cause**

Overview

Termination by Tenant

Termination by PHA

Criminal Activity

Termination of Illegal Drug Users and Alcohol Abusers

Mandatory and Permanent Termination

Laws and Regulations

Federal Law and Regulations

State Law

PHA Policy

Termination of Lease for Reasons other than Nonpayment of Rent

Issuance of Legal Notice to Residents

**Chapter 24: Vacating Units**

Overview

Vacate with Notice

Vacate without Notice

Return of Security Deposit

**Chapter 25: Grievance Procedure**

Overview

Applicability

Grievance

Filing a Grievance

Grievance Process

Response

Review

Postponements

Notification and Document Review

ConductingaHearing  
PrivateHearing  
ConductingaHearing  
PanelDecision  
EffectofPanelDecision  
IssuesofRent  
GrievancePanel  
Availability  
GrievanceSecretary  
Miscellaneous  
Escrow  
Other  
FailuretoRequestHearing

**Chapter26:FileMaintenanceandDataEntry**

Overview  
FileOrganization  
VacatedResidents  
AuditsofFiles

**Chapter27:QualityControlandAudits**

Logs  
Inspections

**Chapter28:Reporting****AppendixA:Glossary****AppendixB:ScheduleofFlatRents****AppendixC:ReexaminationPacket****AppendixD:GrievanceProcedure****AppendixE:Lease****AppendixF:Re -examPacket****OtherManuals**

1. PestandRodentControlPolicy
2. OfficePolicyandProceduresManual
3. EmergencyOperationsManual
4. SecurityOfficersStandardOperatingProceduresManual
5. InventoryControlStandardOperating ProceduresManual
6. SecurityPlan
7. EquipmentandVehicleReplacementPlan)

(2)Section8Management:(listbelow)

---

**RentalHousing(Section8)AdministrativePlan**

Section1WaitingList  
Section2EligibilityforAdmission  
Section3RentCalculation  
Section4Briefing/IssuanceofCertificatesandVouchers  
Section5Inspections  
Section6LeasingPolicies  
Section7Owner’sRequirementsandResponsibilities  
Section8Re -certificationsandContinuedEligibility  
Section9Moves  
Section10Portability  
Section11 ContractTerminations  
Section12Claims  
Section13FraudandProgramAbuse  
Section14OtherPrograms  
Index  
GlossaryofTerms  
Appendix1RentalHousingProcessFlowCharts  
Appendix2RentReasonablenessandUtilityAllowances  
Appendix3RentalHousingForms  
Appendix4HousingQualityStandardsInspectionForm  
  
OfficePolicyandProceduresManual

**6. PHA Grievance Procedures**

[24CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8 PHAs are exempt from sub -component 6A.

-Only

**A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

**Grievance Procedures****Overview**

The PHA grievance procedure was developed to provide applicants and residents with a standardized and prompt process for resolving disputes with the PHA. The grievance procedure has been designed in accordance with the Order of the court in CANO. 82 -0169S, U.S. District Court, District of Rhode Island - Johnson et al v. Housing Authority of the City of Providence.

Additionally, the QHWR requires the PHA to change its grievance procedure to comply with the following:

- Residents do not have the protection of the grievance procedure if they are engaged in violent or drug related activities.
- The PHA must allow the grievance procedure to cover disputes over refusals to renew a public housing lease due to lack of compliance with the community service requirement and disputes over an agency's refusal to lower a rent payment after public assistance payments are reduced due to noncompliance with the public assistance program.

If a hearing is not required, the PHA must notify the Tenant.

**Applicability**

The PHA may exclude any grievance concerning an eviction or termination of tenancy based upon a resident's creation or maintenance of a serious threat to the health or safety of other residents or of PHA employees from grievance procedure requirement. In these cases, the PHA shall proceed in accordance with the Rhode Island "twenty day" summons and complaint procedures in the Sixth Division District Court.

The Grievance Procedure is not a forum for initiating or negotiating policy changes between a group or groups of residents and the PHA Board of Commissioners or Executive Director, nor is it a forum for disputes between residents or class grievances. However, an individual resident may challenge a PHA policy, as applied to that resident, as being in conflict with the rules or laws listed in the definition of a grievance below.

**Definitions**

**Grievance:** a grievance is any dispute that a resident or applicant may have with respect to a PHA action or failure to act in accordance with the individual resident's lease or federal statute.

**Resident:** a resident of the PHA is any lessee or the remaining head of household of any resident family residing in housing owned and managed by the PHA, or any applicant for public housing.

---

**Filing a Grievance**

It is the purpose of this procedure to allow Tenants to bring complaints to the attention of the PHA and obtain immediate resolution, maintenance, or correction without the requirement of initiating a grievance. Not every complaint triggers a grievance. Any Tenant may initiate a grievance by obtaining a Grievance Request (Figure 25 -1) to be completed at either the Housing Manager's office or the PHA's central office.

A grievance is filed when the Grievance Request is completed, signed, and dated (top portion). In compliance with 24 CFR 966.55, the Grievance Request shall specify the reasons for the grievance and the action or relief sought.

Adequate forms shall be provided by the PHA and available in each Management Office and at the PHA's central offices.

The Grievance Procedure will remain on file in each management office at all times. A notice of the availability of the procedure will be posted at all times.

---

**Grievance Process**

The Housing Manager shall respond to the grievance within five (5) working days of the filing of a grievance. The response shall be in writing, signed and dated and the grievant shall sign and date the receipt of the Housing Manager's written response on the *Grievance Request* form. If, by the end of the fifth business day, the Housing Manager has not obtained the signed receipt from the resident, the Housing Manager shall deliver or mail (first class regular U.S. mail) a copy of the response to the resident, and the day after such delivery or mailing date shall be deemed the date of receipt.

---

**Review**

No later than the fifth business day after the grievant's receipt of the response, the grievant may request a review by the Executive Director by signing and dating the appropriate line on the *Grievance Request* form. The request for review shall be immediately forwarded to the Executive Director, by the PHA, and the Executive Director shall record a decision and communicate it to the grievant in the same procedure as set forth in Section 25.5.1 above.

Within five days of the grievant's receipt of the Executive Director's decision, the grievant may request the convening of the full grievance hearing by signing and dating the appropriate line on the *Grievance Request* form. The request for a grievance hearing shall be immediately forwarded to the Grievance Procedure secretary at the PHA's central offices.

The grievances shall be held within twenty (20) working days of the date of the request. The hearings shall be held at the local housing development of the grievant, or at the central office in the case of an applicant, or at any other location if mutually agreeable to the PHA and the grievant.

---

**Postponements**

The date of the hearing may be postponed by the decision of at least two of the three grievance panel members. The Grievance Procedure secretary shall immediately notify the grievant and the PHA personnel involved of any postponements. Only one postponement of the hearing will be allowed, without the grievant's consent, and the rescheduled hearing shall be held within twenty (20) working days of the originally scheduled date. The same panel shall conduct the postponed hearing. Best efforts shall be made to hold the hearing at a time and place reasonably convenient to both grievant and the PHA. The grievant may also postpone the hearing once.

---

**Notification and Document Review**

---

The grievant must receive written notice of the hearing at least two weeks prior to the hearing. The PHA shall use Figure 25 -2 for all such notices. Proof of grievant receipt of the notice shall be by signed receipt or by notation of mailing to the grievant's address. Mailing must occur no later than fifteen days prior to the hearing.

*Any documents, records, or regulations not made available may not be relied upon by the PHA at the grievance hearing.*

---

**Conducting a Hearing**

---

**Private Hearing**

The grievant has a right to a private hearing (i.e., only the panel, grievant, grievant representative, PHA representative, and witnesses). However, the hearing may be public if the grievant so requests.

**Conducting a Hearing**

The following guidelines should be adhered to when conducting a grievance hearing.

- The third, or neutral, panel member shall chair the panel and rule on points of order and procedure. The strict rules of evidence and procedure shall not apply unless specifically stated in this procedure.
- Each side has the right to present evidence, documents, witnesses, and arguments to challenge evidence relied upon by the opposing side, and to confront and cross-examine witnesses upon whose testimony the other side relies.
- The panel shall require all persons present to conduct themselves in an orderly fashion.
- The panel may allow a party to submit any document after the hearing as long as a copy is provided to the opposing side, with opportunity to respond. If absolutely necessary, the panel may continue and reconvene the hearing for further testimony or argument, subject to the same timetable as that used for postponements.
- Either party may arrange for a transcript of the hearing. Arrangements to be made in advance and, at the requesting party's expense.
- The order of presentation of evidence and arguments, and the appropriateness of panel members asking their own questions shall be left to the sound discretion of the panel.
- The panel shall allow each side a reasonable time for presentation of its case but may conclude the hearing when the panel feels no new evidence or arguments are being offered.
- In exceptional circumstances, the panel may exclude any person for failure to comply with the directions of the panel chairperson or may, with advance warning, conclude the hearing with a decision against a party being disruptive, disorderly or repeatedly failing to comply with the panel's directions.

---

**Panel Decision**

---

No later than ten (10) working days after the conclusion of the hearing, the panel will issue a written decision and mail or deliver it to the grievant and the Grievance Secretary. The Grievance Secretary will deliver it to the Executive Director of the PHA. The decision will explain the reasons for the panel's conclusions. The decision will specifically explain the result, relief, or remedy if any, which was reached including, where appropriate, precise dates, dollar figures, and conditions, which any party must adhere to as part of the relief. The decision will note whether it is unanimous and shall identify any dissenting member of the panel. It may include a written explanation for the dissent. The decision shall be dated and signed by the Chairperson. The decision shall be typewritten, and the Chairperson may use the services of the Grievance Secretary to do so.

---

**Effect of Panel Decision**

---

The decision of the panel shall be binding on the PHA, which shall take all actions, or refrain from any actions, necessary to carry out the decision unless the PHA Board of Commissioners determines within a reasonable time, and promptly notifies the grievant of its determination, that:

- The grievance does not concern PHA action or failure to act; or
- The decision of the panel is contrary to applicable federal, state, or local law, HUD regulations, or requirements imposed upon the PHA by the annual contributions contract between HUD and the PHA.

A decision of the panel in favor of the PHA, in whole or part, will neither constitute a waiver of, nor affect in any manner, any rights the grievant may have to a trial de novo or judicial review in any judicial proceedings, which may



thereafter be brought in the matter. The decision shall be binding on the resident, however, insofar as any future grievance is concerned, on the same facts, by the same grievant.

***Issues of Rent***

---

Where a resident is current in rent and initiates a grievance, the resident must remain current through the date of the request for the hearing at which point the resident may pay rent into the PHA's grievance escrow account in lieu of paying rent to the PHA. In cases involving escrow accounts, the decision of the panel shall address itself to the question of disbursement of such account, in whole or in part, with condition or a timetable attached to such disbursements.

Where a resident is current in rent, and the PHA initiates an eviction action, the resident may request a grievance procedure prior to the state court action as long as the resident:

- ♦ remains current in rent; or
- ♦ follows the same escrow procedure.

Where a resident is in arrears in rent, and the PHA initiates any eviction action, that resident may request a grievance and be entitled to a grievance hearing only if that resident thereafter pay each month's rent as it becomes due at the beginning of the next month following the month in which the PHA initiates the eviction action (i.e., ***no additional arrearages may accrue during the pendency of the grievance***).

Where a resident is in arrears in rent, the rent must be brought current before that resident may initiate his or her own grievance.

The PHA shall be considered to have initiated an eviction action by sending a notice of proposed termination or notice of intent to evict or to terminate a lease. A "warning" or conditional notice shall not be considered such a notice.

Failure on the part of the resident to comply with these requirements shall constitute a forfeiture of the grievance procedure.

***Grievance Panel***

---

The grievance panel shall consist of three persons, one from each of the following categories:

- ♦ The PHA pool;
- ♦ The resident pool; and
- ♦ The neutral pool.

The PHA pool shall consist of employees of the PHA, as designated by the Executive Director from time to time; this pool shall have no fewer than four members at all times; no member may remain in the pool for more than six months out of each calendar year.

The resident pool shall consist of all residents who shall volunteer to serve with the Grievance Secretary posting notice twice each year, in every development, seeking volunteers for the grievance pool. No member may remain in the pool for more than six months out of each calendar year.

The neutral pool shall consist of third parties who have no employment, financial, or other conflicting interest in the PHA, and, therefore, serve as neutral arbitrators. This member of the pool shall be the chairperson. The parties to this action shall jointly solicit members for this pool by contacting, in writing, the following agencies<sup>3</sup> and community groups and requesting that each agency or group designate one employee or member to serve:

- ♦ Elmwood Community Center
- ♦ Rhode Island Human Rights Commission
- ♦ PRO -CAP
- ♦ Joslin Center

---

<sup>3</sup>The Agencies included in this list were compiled as a part of a larger legal document. Some of the agencies are no longer in existence.

- ♦ Smith Hill Center
- ♦ John Hope Settlement House
- ♦ Urban League
- ♦ Black Ministerial Alliance
- ♦ Progreso Latino
- ♦ S.R.S.
- ♦ Providence Mental Health
- ♦ Providence Human Relations Commission
- ♦ International House
- ♦ Providence Ambulatory Health Care Facilities
- ♦ D.C.A. Department of Women & Human Resources
- ♦ Sojourner House
- ♦ Women's Development Corporation
- ♦ South Providence Neighborhood Center
- ♦ Da Vinci Center
- ♦ Rhode Island Indian Council
- ♦ Federal Hill House Association
- ♦ St. Martin de Porres Center
- ♦ Education Opportunity Center
- ♦ Junior Chamber of Commerce
- ♦ Marathon House
- ♦ Providence Corporation

The neutral pool members shall serve no longer than twelve consecutive months, after which their respective agencies and groups shall be requested to designate another person. It shall be the duty of the neutral member of the panel to exercise independent judgment. e

---

**Availability**

The PHA will make the grievance procedure available in management offices and at the administrative office. Each resident shall be entitled to one copy upon request.

---

**Grievance Secretary**

The Grievance Secretary is ineligible to be in the PHA pool for the grievance panels.

The Grievance Secretary, upon receipt of a request for a grievance panel hearing in accordance with this procedure, shall promptly schedule the hearing by randomly selecting one person from each of the three pools, arranging a date, time and place and shall notify the panel members and the parties. The Grievance Secretary shall advise each panel member of the grievant's name and (if applicable) development to ascertain if a conflict exists for that panel member. The PHA member of the panel shall not be employed at the local management office of the grievant's development.

There shall be no communications between or among any panel members or the grievant prior to the hearing, and the Grievance Secretary shall not advise panel members of any details of the grievance, except insofar as necessary to determine conflicts of interest.

---

**Miscellaneous****Escrow**

The PHA's grievance procedure continues and adopts the "escrow" provisions of the settlement reached in Mitchell, et al v. Housing Authority of the City of Providence, C.A. No. 77 -0615 (U.S. District Ct., D.R.I.). To the extent of any inconsistencies, this Grievance Procedure shall supersede and control over all prior procedures.

**Other**

This Grievance Procedure shall be the sole procedure, until modified or replaced, per order of the Court, for all residents and applicants of the PHA, replacing any inconsistent prior procedures or practices.

The U.S. District Court retained jurisdiction to consider future changes in this procedure.

***Failure to Request Hearing***

Per 24 CFR 966.55, Failure to request a hearing does not constitute a waiver of a Tenant's right to contest an action in court.

**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?

(Applicants have access to the PHA's grievance procedures, Section 8 program participants are granted informal hearings)

If yes, list addition to federal requirements below:

Please see the grievance procedures included under Public Housing.

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**

[24CFR 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 as Attachment (state name)

-or-

☒

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

Please see following pages

**Component7**  
**CapitalFundProgramAnnualStatement**  
**PartsI,II,andII**

**AnnualStatement****CapitalFundProgram(CFP)PartI:Summary**

RevisedStatement

CapitalFundGrantNumberRI43P00150102FFYofGrantApproval: (09/2002)

☐ OriginalAnnualStatement

LineNo.	SummarybyDevelopmentAccount	TotalEstimatedCost
1	TotalNon -CGPFunds	
2	1406Operations	\$968,000
3	1408ManagementImprove ments	\$252,900
4	1410Administration	\$631,766
5	1411Audit	
6	1415LiquidatedDamages	
7	1430FeesandCosts	\$245,000
8	1440SiteAcquisition	
9	1450SiteImprovement	\$174,000
10	1460DwellingStructures	\$1,981,266
11	1465.1DwellingEquipment -Nonexpendable	\$16,000
12	1470Non -dwellingStructures	\$356,000
13	1475Non -dwellingEquipment	\$219,000
14	1485Demolition	
15	1490ReplacementReserve	
16	1492MovingtoWorkDemonstration	
17	1495.1Relo cationCosts	
18	1498ModUsedforDevelopment	
19	1502Contingency	
20	<b>AmountofAnnualGrant(Sumoflines2 -19)</b>	\$4,843,932
21	Amountoffline20RelatedtoLBPActivities	\$10,000
22	Amountoffline20RelatedtoSection504Compliance	\$95,000
23	Amountoffline20RelatedtoSecurity	\$201,000
24	Amountoffline20RelatedtoEnergyConservationMeasures	\$1,040,000

## AnnualStatement

## CapitalFundProgram(CFP)PartII:SupportingTable

Development Number/Name HA-WideActiviti es	GeneralDescriptionofMajorWorkCategories	Development AccountNumber	Total Estimated Cost
ChadBrown 001	SiteImprovements/walks/fence/paving	1450	\$10,000
	Landscaping	1450	\$5,000
	RefurbishBasketballCourtArea	1450	\$5,000
	RepairSteamLines	1450	\$5,000
	Repoint/SealExteriorMasonry	1460	\$25,000
	Kitchens -Cabinets/Countertops	1460	\$22,500
	ReplaceFloorTile	1460	\$5,000
	BuildingControls	1460	\$5,000
	HeatingSystemUpgrade	1460	\$800,000
	DeferredPainting	1460	\$8,000
	InstalBackflowValves	1460	\$5,000
	AppliancePurchase	1465	<u>\$8,000</u>
			\$903,500

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWorkCategories	Development AccountNumber	Total Estimated Cost
AdmiralTerrace 001A	Designnewheatingsystem	1430	\$25,000
	Fence/Walks/Paving	1450	\$4,000
	Landscaping	1450	\$5,000
	RepairSteamLine	1450	\$5,000
	Repoint/SealExteriorMasonry	1460	\$25,000
	Repair/ReplaceExteriorDoors	1460	\$5,000
	ReplaceScreens	1460	\$10,000
	Kitchens -C abinets/Counters	1460	\$25,000
	ReplaceFloorTile	1460	\$5,000
	DeferredPainting	1460	\$10,000
	InstallBackflowValves	1460	\$10,000
	AppliancePurchase	1465	\$8,000
	CardAccess/Cameras/SecuritySystem	1460	\$10,000
	RepairBoilerSmokeStack	1470	\$5,000
	SiteFurniture	1475	\$1,000
			\$153,000

## Annual Statement

## Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
Roger Williams 002	Deferred Painting	1460	\$3,000
	Install Backflow Valves	1460	\$5,000
	Bathroom Renovations	1460	\$3,000
	Replace Floor Tile	1460	<u>\$7,000</u>
			\$18,000

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
Codding Court 003	Landscaping/Site Work	1450	<u>\$5,000</u>
			\$5,000

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
Hartford Park 004/006/019	Site Improvements	1450	\$5,000
	Repair/Replace Gas Lines	1450	\$50,000
	Replace Entrance Roofs	1460	\$30,000
	Repair High Rise Building Exterior	1460	\$100,000
	Replace Screens	1460	\$8,000
	Replace Floor Tile	1460	\$5,000
	Trash Chute Cleaning & Repairs	1460	\$8,000
	Master Antenna/Video System	1460	\$40,000
	Upgrade Heating System	1460	\$75,000
	Deferred Painting	1460	\$8,000
	Install Bath Vent Fans	1460	\$5,000
	Repair Boiler Smoke Stack	1470	\$5,000
	Renovate/Replace Community Center	1470	\$100,000
	Furniture for FM Bldg/Community Center	1475	\$150,000
	Bond Repayment-FM Bldg & Com Cntr	1470	\$130,000
			\$719,000

## AnnualStatement

## CapitalFundProgram(CFP)PartII:SupportingTable

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWorkCategories	Development AccountNumber	Total Estimated Cost
MantonHeights 005	Replace/RepairGasLines	1450	\$50,000
	Landscaping	1450	\$5,000
	ReplaceFloorTiles	1460	\$3,000
	BuildingControls	1460	\$5,000
	BackflowValves	1460	\$10,000
	RemoveAristixCeilings	1460	\$5,000
	DeferredPainting	1460	\$5,000
	Installprototypeventfanunit(bath)	1460	\$5,000
	RepairBoilerSmokeStack	1470	\$5,000
			<u>\$93,000</u>

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWorkCategories	Development AccountNumber	Total Estimated Cost
SunsetVillage 007	BuildingControls	1460	<u>\$5,000</u> \$5,000

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWorkCategories	Development AccountNumber	Total Estimated Cost
DexterManorI 008	ReplaceScreens	1460	\$7,500
	ReplaceInteriorDoors	1460	\$3,000
	ReplaceFloorTile	1460	\$7,000
	TrashChuteCleaning&Repairs	1460	\$5,000
	AsbestosAbatement	1460	\$10,000
	CardAccess/Intercom	1460	\$10,000
	Renovate2StorageRooms	1470	<u>\$8,000</u>
			<u>\$50,500</u>



## AnnualStatement

## CapitalFundProgram(CFP)PartII:SupportingTable

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWorkCategories	Development AccountNumber	Total Estimated Cost
DominicaManor 009	Seal/RepairBuildingExterior	1460	\$100,000
	RefurbishElevatorLobbies	1460	\$52,500
	TrashChuteCleaning&Upgrade	1460	\$5,000
	ReplaceFloorTile	1460	\$8,000
	InstallEnergyEfficientLighting	1460	\$5,000
	DeferredPainting	1460	\$8,000
	InstallBackflowValves	1460	\$10,000
	CleanVentilationSystem	1460	<u>\$30,000</u>
			\$218,500

Development Number/Name HA-WideActi vities	GeneralDescriptionofMajorWorkCategories	Development AccountNumber	Total Estimated Cost
CarrollTower 011	NewAccordionDoors(Closet)	1460	\$2,000
	TrashChuteCleaning&Repairs	1460	\$5,000
	InstallEnergyEfficientLighting	1460	\$8,000
	DeferredPainting	1460	\$5,000
	ReplaceKitchenFaucets	1460	\$2,000
	UpgradeBathsonturnaround	1460	\$5,000
	ReplaceFloorTile	1460	\$6,000
	HazMatStorageShed	1470	<u>\$3,000</u>
			\$36,000

Development Number/Name HA-WideActivities	GeneralDesc riptionofMajorWorkCategories	Development AccountNumber	Total Estimated Cost
KilmartinPlaza 012	TrashChuteCleaning&Repairs	1460	\$5,000
	DeferredPainting	1460	\$5,000
	ReplaceWaterSupplyShutoffs	1460	\$2,000
	UpgradeBathsonTurnaround	1460	\$3,000
	UpgradeVentilation(RooftopUnits)	1460	\$1,000
	ReplaceFloorTile	1460	\$6,000
	HazMatStorageShed	1470	<u>\$3,000</u>
			\$25,000

## Annual Statement

## Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
Parenti Villa 013	Walks/Paving	1450	\$4,000
	Underground Irrigation System	1450	\$16,000
	Trash Chute Cleaning & Repairs	1460	\$5,000
	GFI's	1460	\$16,766
	Deferred Painting	1460	\$5,000
	Install Backflow Valves	1460	\$6,000
	Replace Floor Tile	1460	\$6,000
	Haz Mat Storage Shed	1470	\$5,000
	Site Furniture	1475	\$1,000
			\$64,766

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
Dexter Manor II 014	Replace Floor Covering	1460	\$8,000
	GFI's	1460	\$10,000
	Upgrade Handicapped Units	1460	\$10,000
	Deferred Painting	1460	\$5,000
	Replace Floor Covering --Admin	1470	\$40,000
	Replace Acoustic Ceiling	1470	\$40,000
	Upgrade Administrative Restrooms	1470	\$12,000
			\$125,000

## AnnualStatement

## CapitalFundProgram(CFP)PartII:SupportingTable

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWorkCategories	Development AccountNumber	Total Estimated Cost
ScatteredSites 017/021	PaintBuildings(Duplex)(1 -17)	1460	\$15,000
	PaintBuildings(Duplex)(1 -21)	1460	\$15,000
	ReplacementWindows(1 -17)	1460	\$15,000
	PorchRebuilding/Repair(1 -17)	1460	\$50,000
	PorchRebuilding/Repair(1 -21)	1460	\$34,000
	InstallVinylFlooring(1 -17)	1460	\$5,000
	ReplaceLocks(1 -17)	1460	\$3,000
	ReplaceLocks(1 -21)	1460	\$3,000
	InstallCarbonMonoxideDetectors	1460	\$15,000
	ReplaceDomesticHWTanks(1 -17)	1460	\$10,000
	ReplaceDomesticHWTanks(1 -21)	1460	\$6,000
	RenovateSSforHandicapped(1 -17)	1460	\$85,000
	DeferredPainting	1460	\$9,000
	InstallBackflowValves	1460	<u>\$10,000</u>
			\$275,000

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWorkCategories	Development AccountNumber	Total Estimated Cost
AuthorityWide	Transfer to Operations	1406	\$968,000
	Computer Software	1408	\$20,000
	Economic Development	1408	\$15,000
	Living Skill Coordinator	1408	\$52,900
	Police	1408	\$125,000
	Security Guards	1408	\$10,000
	Pest Control Program	1408	\$20,000
	Digitize Building Plans	1408	\$10,000
	CGP Administrative Costs	1410	\$484,393
	In House Design	1410	\$147,373
	A&E Fees	1430	\$130,000
	LBP/Asbestos Testing	1430	\$5,000
	MOD Inspection Costs	1430	\$85,000
	Asbestos Abatement	1460	\$8,000
	LBP Abatement	1460	\$5,000
	Computer Hardware	1475	\$25,000
	Office Furnishings	1475	\$2,000
	Maintenance Vehicles/Equipment	1408	\$40,000
			\$2,152,666

## AnnualStatement

## CapitalFundProgram(CFP)PartIII:ImplementationSchedule

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)
ChadBrown	3/31/03	9/30/04
AdmiralTerrace	3/31/03	9/30/04
RogerWilliams	3/31/03	9/30/04
HartfordPark	3/31/03	9/30/04
MantonHeights	3/31/03	9/30/04
DexterManorI	3/31/03	9/30/04
DominicaManor	3/31/03	9/30/04
CarrollTower	3/31/03	9/30/04
KilmartinPlaza	3/31/03	9/30/04
ParentiVilla	3/31/03	9/30/04
DexterManorII	3/31/03	9/30/04
ScatteredSites	3/31/03	9/30/04
AuthorityWide	3/31/03	9/30/04

**(2)Optional5 -YearActionPlan**

Agenciesareencouragedtoincludea5 -YearActionPlancoveringcapitalworkitems.Thisstatementcanbe completedbyusingthe5YearActionPlantableprovidedinthetablelibraryattheendofthePHAPlantemplate **OR**bycompletingandattach ingaproperlyupdatedHUD -52834.

a. ☒ Yes ☐ No: IsthePHAprovidinganoptional5 -YearActionPlanfortheCapitalFund?  
(ifno,skiptosub -component7B)

b.If yestoquestiona,selectone:

☒ TheCapitalFundProgram5 -YearActionPlanisprovidedasanattachmenttothePHA  
PlanatAttachment(statename: **ri001b01**)

-or-

☐ TheCapitalFundProgram5 -YearActionPlanisprovidedbelow:(ifselected,copythe  
CFPOptional5YearAct ionPlanfromtheTableLibraryandinsertthere)

## B.HOPEVI and Public Housing Development and Replacement Activities (Non-Capital Fund)

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

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

1. Development name:

2. Development (project) number:

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

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

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

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

The PHA will utilize tax credits to develop units at the maining cleared land at the Roger Williams development site.

- ☒ 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:

The PHA plan to take advantage of regulations allowing PHA's to borrow against future Capital Fund monies. We hope to use this capitalization mechanism to build a new community center and facilities management central office at the Hartford Park development. These new facilities will replace existing facilities that are clearly inadequate. It is estimated that these activities will total approximately \$4,000,000.

**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: Hartford Park	
1b. Development (project) number: RI43P001004	
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> (Planned demolition of vacant units pending change in status of Court decision.)	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY) NA, Plan has yet to be prepared.	
5. Number of units affected: 32	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: Fall 2001 b. Projected end date of activity: Fall 2001	

See Next Page for Roger Williams Disposition Information.

Demolition/Disposition Activity Description	
1a. Development name: Roger Williams	
1b. Development (project) number: RI43P001002 (A portion of the site that does not include any housing units and is currently vacant.)	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (01/11/02)	
5. Number of units affected: 0	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (The area in question concerns a vacant area that contains no housing units) <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: Spring 2002 b. Projected end date of activity: Fall 2002	

The Providence Housing Authority has prepared a disposition proposal for a portion of vacant land at the Roger Williams development in Lower South Providence. This proposed disposition of land would result in the City of Providence completing a high school on the northeast corner of the site at Thubers Avenue and Rugby Street. In return for this land the City will provide the PHA and its development partner, Family Housing Development Corporation (FHDC) with vacant parcels of land, funding that will be used for development and infrastructure improvements on the site.

For specific detail please see the Providence Housing Authority's January 2002 Disposition Proposal.

## **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; PHA's 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: Dominica Manor and Carroll Tower	
1b. Development (project) number: RI43P009 (Dominica Manor), RI43P0011 (Carroll Tower)	
2. Designation type:	
Occupancy by only the elderly	<input checked="" type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input checked="" type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (February 1995) (Approved 90 days after PHA submission of Allocation Plan) This was re -approved in 2000.	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan (NA, previously approved)	
<input type="checkbox"/> Revision of a previously -approved Designation Plan? (NA, plan has been approved)	
6. Number of units affected: 398	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	



**10. Conversion of Public Housing to Tenant -Based Assistance**

[24CFR Part 903.79(j)]

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

**A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY 1996 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 FY 1996 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 (N/A)
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: )

- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
- ☐ Requirements no longer applicable: site now has less than 300 units
- ☐ Other: (describe below)

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

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

Seven: Chad Brown, Roger Williams, Codding Court, Admiral Terrace, Hartford Park, Manton Heights, Scattered Sites.

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)?

Seven: Dexter Manor I, Dexter Manor II, Parenti Villa, Carroll Tower, Kilmartin Plaza, Dominica Manor, Sunset Village.

c) How Many Assessments were conducted for each of the PHA's covered developments?

One comprehensive assessment was completed that covered all development subject to the Required Initial Assessment regulations.

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

Development Name	Number of Units
none	

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

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

### **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.79(k)]

#### **A. Public Housing**

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

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 32 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: Scattered Sites 1b. Development (project) number: RI43 -POO4 040, RI43 -POO4 039, RI43 -POO4 017, RI43 -POO4 043, RI43 -POO4 036, RI43 -POO4 040 RI43 -POO4 030
2. Federal Program authority: <input type="checkbox"/> HOPEI <input checked="" 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 checked="" 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: (09/27/1994) Date of Implementing Agreement letter.
5. Number of units affected: 10 6. Coverage of action: (select one) <input checked="" 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.)

(PHA may conduct a feasibility study of this option)

## 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:

Participants will be required to put down 3% of the purchase price of the home in question as a downpayment. One percent of the purchase price must come directly from the resident's personal funds as a portion of this downpayment.

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

If yes, what was the date that agreement was signed? 04/22/99

**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 programs to eligible families
- ☒ Jointly administer programs
- ☐ Partner to administer a HUD Welfare -to-Work voucher program  
(We have MOU but didn't get vouchers)
- ☒ 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 (check on these)
- ☒ 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)
WOW Plus	Contract with JTPA for 100. Completers retained for 6 months. As of 5/02 plan to enroll 150.	Specific criteria	3 family developments	Both
FSS	150	Specific criteria	Employment Support Center (ESC)	Both
GED 20 hour program	25 per year	Specific criteria	Employment Support Center (ESC)	Both
ESL 20 hour program	25 per year	Specific criteria	Employment Support Center (ESC)	Both
Office skills	25 per year	Specific criteria	Employment Support Center (ESC)	Both
ESL tutorial	25 per year	Specific criteria	3 family developments	Both
GED tutorial	25 per year	Specific criteria	3 family developments	Both
Puentes Para Trabajar	7	Referred by TANF agency	Employment Support Center	Family Developments and Section 8
Community Services Family Unit/Youth				
Substance Abuse Prevention Education	195	Parent must register youth  Mandatory participation	Community Centers (Chad Brown, Hartford Park, Manton Heights)	PHA resident youth ages 6 -8 enrolled in the PHA Youth Program (Public Housing)
Teen Pregnancy Prevention	40	Parent must give permission  Mandatory participation	Community Centers (Chad Brown, Hartford Park, Manton Heights)	PHA resident youth ages 9 -17 enrolled in the PHA Youth Program (Public Housing)

**ProvidenceHousingAuthority**
**HUD50075AnnualandFiveYearPlans**

AcademicAssistance 6 -12  Teens	Availableto235	Self-select strongly encouraged Mandatedif belowCoverage	CommunityCenters (ChadBrown,Hartford Park,MantonHeights)	PHAresident youthages6 -17 enrolledinthe PHA <i>Youth Program</i> (Public Housing)
ComputerResource Centers  DropinLabs	Availableto235	Participantsself select	CommunityCenters (ChadBrown,Hartford Park,MantonHeights)	PHAresident youthages6 -17 enrolledinthe PHA <i>Youth Program</i> (Public Housing)
ComputerResource Centers  ComputerClub	76	Participantsself select	CommunityCenters (ChadBrown,Hartford Park,MantonHeights)	PHAresident youthages6 -17 enrolledinthe PHA <i>Youth Program</i> (Public Housing)
EnrichmentClasses(art, music,dance,yoga,etc.)	Availableto235	Participantsself select	CommunityCenters (ChadBrown,Hartford Park,MantonHeights)	PHAresident youthages6 -17 enrolledinthe PHA <i>Youth Program</i> (Public Housing)
YouthServiceCouncil	6permonth	SelectedbyPHA staffonmerit	VolunteerCenterof RhodeIsland	PHAprogram participants 13-17(Public Housing)
OrganizedSports(co -ed)	71permonth	Participantsself select	CommunityCente rs (ChadBrown,Hartford Park,MantonHeights)	PHAresident youthages6 -17 enrolledinthe PHA <i>Youth Program</i> (Public Housing)
CommunityServices FamilyUnit/Adult				
FamilyAdvisoryCouncil	6permonth	Membersself select	CommunityCenters (ChadBrown,Hartford Park,MantonHeights)	PHAadult residentsingood standing(Public Housing)
FamilyCommunity BuildingActivities	21permonth	Membersself select	CommunityCenters (ChadBrown,Hartford Park,MantonHeights)	PHAadult residentsingood standing(Public Housing)
ParentVolunteerProgram	18permonth	Mandatory	CommunityCenters (CB,HP,MH)	Allparentsof program participants (PublicHousing)
ComputerResourceCenter  AdultBeginningComputer	New	Self/Staff Referral	CommunityCenters (CB,HP,MH)	Allparentsof program participants (PublicHousing)

**ProvidenceHousingAuthority**
**HUD50075AnnualandFiveYearPlans**

HealthEducation(Health PHASE)	35permonth	Self/Staff Referral	CommunityCenters (CB,HP,MH)	AdultsinFamily Developments
Counseling,Crisis intervention(Family Services	15permonth	Self/Staff Referral	CommunityCenters (CB,HP,MH)	AdultsinFamily Developments
CommunityServices AdultUnit Elderly/Disabledresidents				
Health&WellnessCenters atCarrollTower,Dexter manor,DominicaManor  GeriatricHealthClinic	Approx40per year	Self/staff Referral  Appointments Required	RIHospitalDivisionof Geriatricsoperatesat3 high-rises	Elderly62+with healthinsurance (PublicHousing)
Health&WellnessCenters ServicesofPodiatristand Pharmacist,SavingSight, FluClinics	15per month  285availableflu shots	Self/staff referralsDrop -in &Appointments	Outsideservices coordinatedbyHealth ProgramFacilitator	Allresidents
Health&WellnessCenters ClinicalPracticumfor NursingStudents	10permonth	Self/Staffreferral Drop-invisits	Variouslocalcolleges operateat3high -rises coordinatedbyHealth ProgramFacilitator	Allresidents
HighRiseHealth& WellnessCenters HealthEducation	30permonth	Scheduled monthly,self selected	Allsites,coordinated bytheHealthProgram Facilitator	Allresidents
CongregateNutrition LunchProgram	110peryear	Self/Staff Referral  Reservations Required	RIMealsonWheels operatesat3high -rises	Allresidents (PublicHousing)
CertifiedResidentServices Coordinators	940peryear	Self/Staff Referral  Drop-invisits	On-siteofficeat7 developments	Allresidents (PublicHousing)
<i>HousingHelps</i>  SupportiveServicesfor FrailResidents	260peryear	Self/Staff Referral  Scheduledand On-callvisits	Homevisitsat7 developmentsby contractedregistered nurse	Allfrailresidents asdeterminedby physicaland cognitive assessments (PublicHousing)
<i>HousekeepingAssistance</i>  SupportiveServicesfor FrailResidents	20peryear	<i>HousingHelps</i> & RSCreferral  Scheduledvisits	In-homeservicesat7 developmentsby contractedhousekeeper	Allfrailresidents asdeterminedby physicaland cognitive assessments (PublicHousing)
TransportationServices  Doortodoorround -trip transportationomedical appointments.	120peryear  1,200trips	Self/ Staff/ <i>HousingHelps</i> referral  Reservations Required	Centraldispatcher coordinatesrides	Allresidents (PublicHousing)



**Providence Housing Authority****HUD50075 Annual and Five Year Plans**

Social Trips	350 per year	Self/staff referral  Reservations Recommended	City of Providence Recreation Department – Senior Division Provide transportation to all 7 developments	All residents (Public Housing)
Various On-site Recreation Activities	700 per year	Self/staff referral  Drop-in Visits	Local churches, volunteers, community centers, provide weekly or monthly activities to 6 developments	All residents (Public Housing)

**(2) Family Self Sufficiency program/s****a. Participation Description**

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY2001 Estimate)	Actual Number of Participants (As of: 01/01/02)
Public Housing	0	120
Section 8	0 (Note: Section 8 minimum program size was originally 27. There have been 35 positive completions, plus there are 24 active contracts.)	24

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plan to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

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

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

- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

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

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.79(m)]

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

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

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

- ☒ High incidence of violent and/or drug -related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower -level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual level of violent and/or drug -related crime
- ☐ Other (describe below)

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

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

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

Chad Brown, Admiral Terrace, Manton Heights, Hartford Park, Dexter Manor 1 and 2

## **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 -risky youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below)

Resident Training Programs

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

All Providence Housing Authority 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 - baselines law enforcement services
- ☒ Other activities (list below)

Designation of a special "Public Housing Unit" with a police substation at the Hartford Park family development by the Providence Police Department.

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

All Providence Housing Authority Developments

## **D. Additional information as required by PHDEP/PHDEP Plan**

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

☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY2000 in this PHA Plan?

☐ Yes ☒ No: This PHDEP Plan is an Attachment.

Due to cancellation of this program for the Fiscal Year in question no PHDEP plan is being submitted.

**14. RESERVED FOR PET POLICY**

[24CFR Part 903.79(n)]

**22.5 Pets**

The Pet Policy is applicable to all resident families who live in PHA housing. Before housing a pet(s) in his/her unit, a resident must acquire PHA authorization by completing a Pet Agreement. A maximum of two (2) pets per unit is allowed, only one of which can be a dog. The PHA will allow only domesticated dogs, cats, birds, and fish. All dogs and cats must be neutered. Any animal deemed to be potentially harmful, including attack or fight -trained dogs, will not be approved. Animals expected to exceed thirty (30) pounds in weight at maturity will not be approved.

A separate deposit of \$300.00, or one month's rent (whichever is less) is required for each pet, except caged birds or fish in a tank of thirty gallons or less. This deposit may be paid in advance or through a payment plan that requires \$50.00 upon a approval of the Pet Authorization and \$10.00 per month until the Pet Deposit is paid in full. The deposit will be refunded when the pet has been removed from the household and the Housing Manager inspects the unit for pet damage.

Owners must house pets in their apartments (no outdoor cages may be constructed) and must keep the pets on leashes when outside of the unit. Pets must be maintained in a manner that prevents odors and any other unsanitary conditions in the owner's unit and surrounding areas.

Pet owners will be required to remove pets from their units if the Management Office receives repeated complaints from neighbors or PHA personnel regarding excessive noise, bad odors, animal waste, or other forms of nuisance. Each time a pet owner fails to pick -up waste delivered by his/her pet from surrounding areas, he/she will be assessed a \$5.00 pet -waste-removal charge. Any pet -related insect infestation in the pet owner's unit is the financial responsibility of the pet's owner; when this occurs, the PHA reserves the right to exterminate and charge the resident.

No terms of the pet policy apply to animals that are certified to assist persons with disabilities, however, tenants must ensure that their pets do not disrupt their units or disturb their neighbors.

**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. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

**17. PHA Asset Management**

[24CFR Part 903.79(q)]

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

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

**18. Other Information**

[24CFR Part 903.79(r)]

**A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

☐ Attached as Attachment (Filename)

☒ Provided below (RAB comments are included with PHA responses below.)

**Resident Comment One:**

James M. of Parenti Villanote that the Veterans preference was not checked off.

**PHA Response to Resident Comment One**

The PHA attempts to minimize the number of preferences to the waiting list in order to provide the most equal level of opportunity for all income eligible families and individuals. Further, the waiting list for our elderly and elderly/disabled developments is currently very short.

**Resident Comment Two:**

Joe F. of Kilmartin Plaza asked about the process for determining capital fund allocations and noted that security was always a concern.

**PHA Response to Resident Comment Two:**

The PHA explained to the RAB the annual capital planning process and how priorities are determined. Further discussion focused upon the new video/card access/database security system that is currently being installed at the elderly and elderly/disabled developments (including Kilmartin Plaza). A resident from Dexter Manor where the system has gone live noted that residents have seen a difference already in their building.

**Resident Comment Three:**

JT of Hartford Park brought the plan around to residents in her development. She noted that she had spoken to approximately 50 residents and that they are pleased with the plan. The only concern lay in the line items for the annual capital plan, which show \$125,000 for police, and only \$10,000 for security guards.

**PHA Response to Resident Comment Three:**

The PHA is pleased that this Annual Plan was well received by the residents at Hartford Park. Concerning the line items in question, the figure for the police is based solely on their overtime costs that are paid by the PHA (the Providence Police Department covers their salaries and benefits). The security guard figure covers only costs for security form modernization and development projects while the regular salaries for security guards are paid through the operating fund.

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. (Resident comments and PHA responses included)

☐ 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)

Any resident in "good standing" (not one in eviction status).

**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) City of Providence, RI
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 City of Providence's 2000 Consolidated Plan lists the following housing priorities in its Housing and Community Development Strategic Plan (page IV -21).

1. Create a Metropolitan area-wide Assessment of Fair Housing Choice processes to address all affordable housing issues including testing of rental and sales of property, mortgage discrimination, and insured discrimination.
2. Increase equality in infrastructure, specifically in schools, housing and the streets.
3. Production of a mix of rental and home ownership units.
4. Moderate-income assistance, above 80% median income
5. Increased operating funds for Community Development Corporations
6. Create assisted living for low and moderate income elderly
7. Priority for all extremely low income households (0 -30% MFI)
8. Home ownership

The Consolidated plan also includes a section concerning Public Housing in the city including subsections addressing the PHA's Management and Operations and the Resident Living Environment.

#### **D. Other Information Required by HUD**

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

#### **Definition of "Substantial Deviation" or Significant Amendment".**

The Providence Housing Authority has defined a "significant amendment" or a "substantial deviation" as any change in a policy that adversely affects the standing of any resident for admissions to, or continued occupancy in public housing for reasons other than noncompliance with an existing lease. It further means any substantial change in a program's line item amount that is in excess of 20% of the budgeted amount. This definition excludes changes in policy and

programming required by Congress, the Department of Housing & Urban Development or any other Local, State or Federal agencies for which the PHA has no discretionary authority.

## **Attachments**

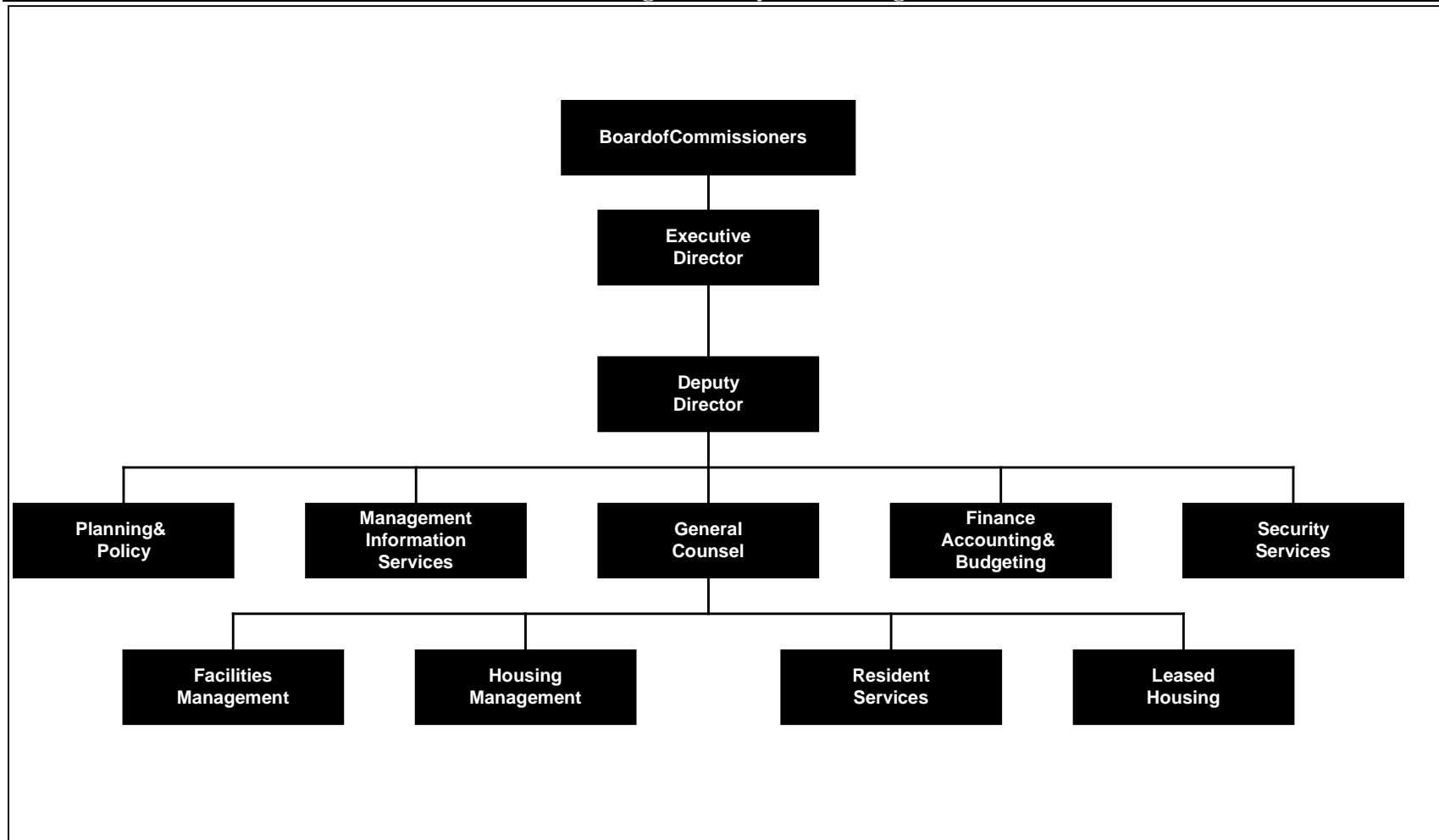
### **AttachmentsIncludedBelow**

1. PHAManagementOrganizationalChart
2. De-ConcentrationPolicy
3. CommunityServiceRequi rementPolicyStatement
4. PetPolicy
5. Residents on the PHAGoverningBoard
6. Residents on the PHA Resident Advisory Board
7. PlanstoaddressissuesfromthePHASresidentsurvey
8. CapitalFundProgramAnnualStatement/P&EReportPartsI -III
9. CommentsfromthePublicMeetingandPHAResponse

### **SeparateAttachments**

1. PHACertifications
  2. PHAPlansCertificationofCompliancewiththePHAPlansandRelatedRegulationsBoardResolutionto AccompanythePHAPlan
  3. CertificationbyStateorLocalOfficialofPHAPlansConsistency withtheConsolidatedPlan
  4. CapitalFundProgramCertifications
    3. FormHUD -52835
    4. FormHUD -50070
    5. FormHUD -50071
    6. StandardFormLLL
5. FY2000CapitalFundProgramFiveYearStatements( ri001a01)
3. ProgressonFiveYearPlan( ri001b01)

**PageIntentionallyLeftBlank**

**ProvidenceHousingAuthorityTableofOrganization**

**PageIntentionallyLeftBlank**

## De-concentration Policy

### The Providence Housing Authority's Housing Management Administrative Plan

The Providence Housing Authority's Housing Management Administrative Plan currently states:

#### **11.12 De-concentration Policy**

It is PHA's policy to provide for the de-concentration of poverty and to encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. The PHA may skip families on the waiting list to reach other families with a lower or higher income. This will be done in a uniform and non-discriminating manner.

The PHA will affirmatively market its housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, the PHA will analyze the income levels of families residing in each of its developments, the income levels of census tracts in which each development is located, and the income levels of the families on the waiting list. Based on this analysis, the PHA will determine the level of marketing strategies and de-concentration incentives to implement.

#### **11.13 DE-CONCENTRATION INCENTIVES**

The PHA may offer one or more incentives to encourage applicant families whose income classification would help meet the de-concentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and non-discriminatory manner.

## Board Resolution 4059

Providence Housing Authority Board Resolution 4059 passed on January 29<sup>th</sup>, 1998 states:

**WHEREAS**, The Department of Housing and Urban Development and the Congress are promoting "mixed incomes" in public housing; and

**WHEREAS**, there is an increasing housing burden placed on low-income working families in this city.

**NOW, THEREFORE**, The Board of Commissioners implements a local preference for working families equal to twenty-five (25%) percent of new admissions.

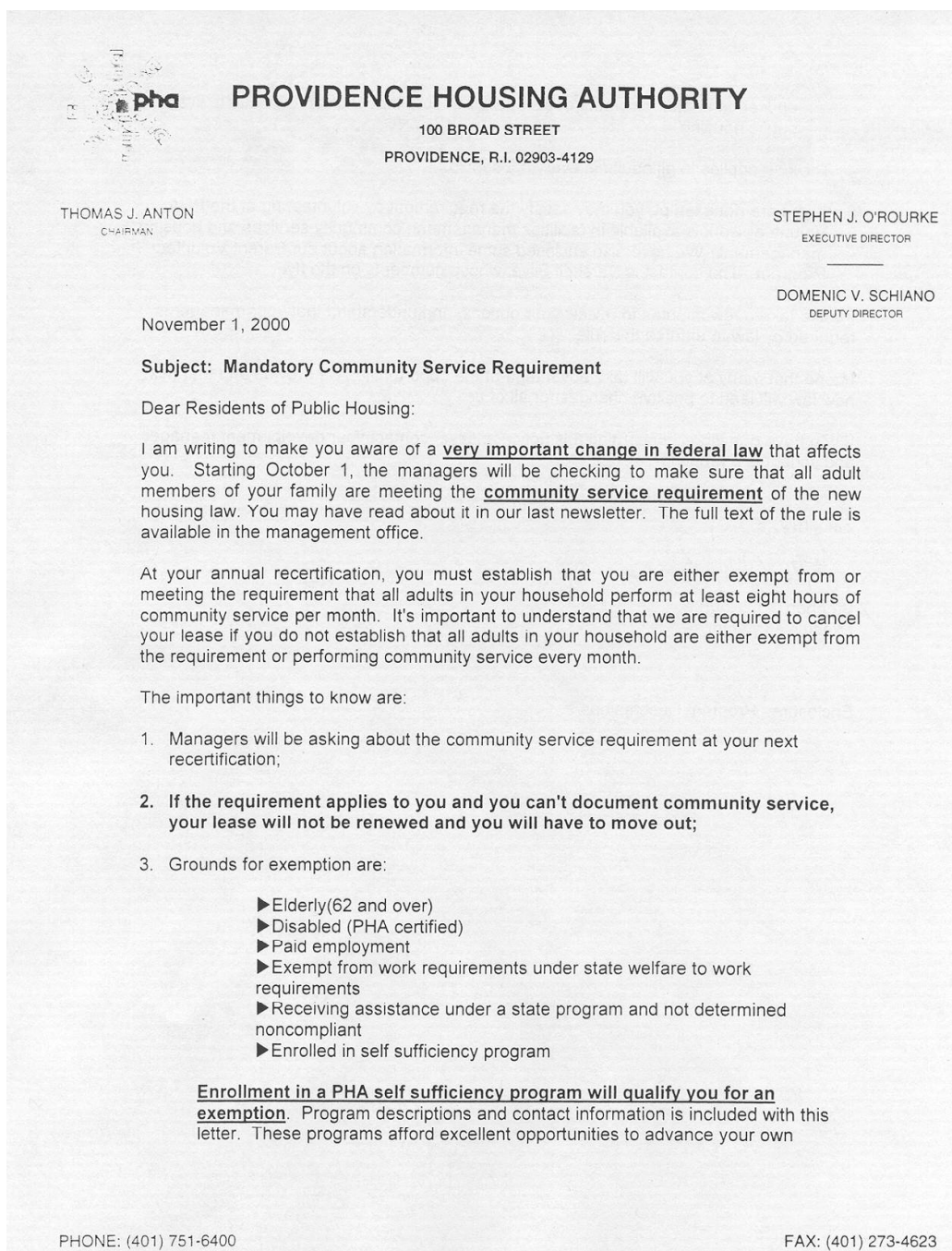
**PageIntentionallyLeftBlank**



## Community Services Rule

The following Memo was distributed to PHA residents in response to amendments to the Community Service Rule made in the Department of Veterans Affairs and Housing and Urban Development and Independent Agencies Appropriations Act, 2002 section 432.

Following this memo is a copy of the rule as it was previously established by the PHA prior to the publication of this amendment.



education and employment goals and will ensure that you can continue to live in public housing.

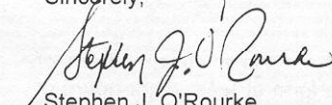
4. The rule applies to all adults in every household.
5. If you are not exempt, you may satisfy the requirement by volunteering at the PHA. Volunteer work is available in facilities management, community services and housing management. We have also enclosed some information about our Parent Volunteer Program. The contact is Darshell Silva, whose number is on the flyer.

Please take a few minutes to review your options, and understand that your manager is required by law to enforce this rule.

I hope that many of you will take advantage of the opportunities we provide and that this new law will lead to positive changes for all of us.

If you have questions concerning this notice, please contact your development manager and schedule a meeting.

Sincerely,



Stephen J. O'Rourke  
Executive Director

Enclosure: Program Descriptions

## **Community Service Requirement Policy**

### 17.1 GENERAL

Per the Quality Housing and Work Responsibility Act (QHWRA), the PHA is implementing a Community Service requirement for residents. To be eligible for continued occupancy, each adult family member must:

- contribute eight hours per month of community service (not including political activities) within the community in which the public housing development is located; or
- participate in an economic self-sufficiency program unless they are exempt from this requirement.

The PHA's Community Service Program is accessible for persons with disabilities.

### 17.2 EXEMPTIONS

The following adult family members or tenant families are exempt from the community service requirement:

- Family members who are 62 or older;
- Family members who are blind or disabled;
- Family members who are the primary caregiver for someone who is blind or disabled;
- Family members engaged in a work activity (as defined by Section 407(d) of the Social Security Act);
- Family members who are exempt from a work activity under part A title IV of the Social Security Act or under any other State welfare program, including the welfare-to-work program; or
- Family members receiving assistance under a State program funded under part A title IV of the Social Security Act or under any other State welfare program, including welfare-to-work and who are in compliance with that program.

The PHA will re-verify an adult's exemption status annually. If a person's exemption status changes during the year he/she must notify the PHA within five days.

Persons eligible for the disability deduction are not automatically exempt from community service or economic self-sufficiency requirements. The QHWRA states that a person is exempt only to the extent the disability makes the person unable to comply with the community service requirement.

The PHA must document all exemptions in residents' files. Doctor's letters must be submitted for medical or disability exemptions.

### 17.3 NOTIFICATION OF THE REQUIREMENT

The PHA shall identify all adult family members who are apparently not exempt from the community service requirement.

The PHA shall notify all such family members of the community service requirement and of the categories of individuals who are exempt from the requirement. The notification will provide the opportunity for family members to claim and explain an exemption status. The PHA shall verify such claims.

The notification to family members will advise them that their community service obligation will begin upon the effective date of their first annual reexamination on or after October 1, 2000. For family's paying a flat rent, the obligation begins on the date their annual reexamination would have been effective had an annual reexamination taken place. It will also advise them that failure to comply with the community service requirement will result in ineligibility for continued occupancy at the time of any subsequent annual reexamination.

### 17.4 VOLUNTEER OPPORTUNITIES

**Community Service** includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

An **Economic Self Sufficiency Program** is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, work fare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

The PHA will coordinate with social service agencies, local schools, and the Human Resources Office in identifying a list of volunteer community service positions.

Together with the resident advisory councils, the PHA may create volunteer positions such as hall monitoring, litter patrols, and supervising and record keeping for volunteers.

#### 17.5 IMPLEMENTATION REQUIREMENTS

At the first annual reexamination on or after October 1, 2000, and each annual reexamination thereafter, the PHA will do the following:

- Provide a list of volunteer opportunities to family members.
- Provide information about obtaining suitable volunteer positions.
- Provide volunteer time sheets to the family members. Instructions for the time sheet require an individual to complete the form and have a supervisor date and sign it for each period of work.
- Assign family members to a volunteer coordinator who will assist the family members in identifying appropriate volunteer positions and in meeting their responsibilities. The volunteer coordinator will track the family's progress monthly and will meet with family members as needed to best encourage compliance.
- Thirty (30) days before the family's next lease anniversary date, the volunteer coordinator will advise the PHA as to whether each applicable adult family member is in compliance with the community service requirement.

#### 17.6 NOTIFICATION OF NON -COMPLIANCE

The PHA may not renew or extend the lease if a household contains a nonexempt adult who has failed to comply with the community service requirement. The PHA will notify any family found to be in noncompliance of the following:

- The family member(s) that has been determined to be in noncompliance;
- That the determination is subject to the grievance procedure; and
- That, unless the family member(s) enter into an agreement to comply, the lease will not be renewed or will be terminated;

#### 17.7 OPPORTUNITY FOR CURE

The PHA will offer the family member(s) the opportunity to enter into an agreement prior to the anniversary of the lease. The agreement shall state that the family member(s) agrees to enter into an economic self-sufficiency program or agree to contribute to community service for as many hours as needed to comply with the requirement over the past 12-month period. The cure shall occur over the 12-month period beginning with the date of the agreement and the residents shall at the same time stay current with that year's community service requirement. The first hours a resident earns go toward the current commitment until the current year's commitment is made.

Continued noncompliance will result in eviction of the entire family, unless the noncompliant family member is no longer a part of the household.

## **Pet Policy**

The Pet Policy is applicable to all resident families who live in PHA housing. Before housing a pet(s) in his/her unit, a resident must acquire PHA authorization by completing a Pet Agreement. A maximum of two (2) pets per unit is allowed, only one of which can be a dog. The PHA will allow only domesticated dogs, cats, birds, and fish. All dogs and cats must be neutered. Any animal deemed to be potentially harmful, including attack or fight-trained dogs, will not be approved. Animals expected to exceed thirty (30) pounds in weight at maturity will not be approved.

A separate deposit of \$300.00, or one month's rent (whichever is less) is required for each pet, except caged birds or fish in a tank of thirty gallons or less. This deposit may be paid in advance or through a payment plan that requires \$50.00 upon approval of the Pet Authorization and \$10.00 per month until the Pet Deposit is paid in full. The deposit will be refunded when the pet has been removed from the household and the Housing Manager inspects the unit for pet damage.

Owners must house pets in their apartments (no outdoor cages may be constructed) and must keep the pets on leashes when outside of the unit. Pets must be maintained in a manner that prevents odors and any other unsanitary conditions in the owner's unit and surrounding areas.

Pet owners will be required to remove pets from their units if the Management Office receives repeated complaints from neighbors or PHA personnel regarding excessive noise, bad odors, animal waste, or other forms of nuisance. Each time a pet owner fails to pick up waste delivered by his/her pet from surrounding areas, he/she will be assessed a \$5.00 pet waste-removal charge. Any pet-related insect infestation in the pet owner's unit is the financial responsibility of the pet's owner; when this occurs, the PHA reserves the right to exterminate and charge the resident.

Not terms of the pet policy apply to animals that are certified to assist persons with disabilities, however, tenants must ensure that their pets do not disrupt their units or disturb their neighbors.

**PageIntentionallyLeftBlank**

**Residents on PHA Governing Board**

Current Resident Commissioners:

Dorothy Watters	Codding Court
Delores Cascella	Dominica Manor

For more details, including appointment information, please see section 18B of this plan. Resident Commissioners serve for five -year terms. Members may be reappointed.

**Residents on PHA Resident Advisory Board**

Ms. April Levesque	Admiral Terrace
Ms. Theresa Robinson	Chad Brown
Mr. William Taylor	Manton Heights
Ms. Diane Tutt	Roger Williams
Ms. Kathleen Wood	Dexter Manor
Mr. Joseph Filicicchia	Kilmartin Plaza
Mr. James Mulvaney	Parenti Villa
Ms. Josephine Smith	Carroll Tower
Ms. Jeanne Russell	Hartford Park
Ms. Gilberta Taylor	Hartford
Ms. Joanne Loga n	Section 8
Ms. Deborah Wray	Hartford Park
Ms. Delores Cascella	Dominica Manor
Ms. Debra Jones	Codding Court
Ms. Julie Lozada	Section 8

For more details please see section 18B of this plan

**PageIntentionallyLeftBlank**



## Plans to Address Items in the Real Estate Assessment Center Customer Service and Satisfaction Survey

During the summer of 2001, the Department of Housing and Urban Development's Real Estate Assessment Center conducted a survey of public housing residents in Providence. Of the 788 surveys sent, 272 were returned. The Survey was divided into five separate sections each of which received a score from 0-100 with 100 being very satisfied and 0 being very dissatisfied. Of the five sections the PHA received the following scores:

- Maintenance and Repair 89
- Communication 71
- Safety 64
- Services 94
- Neighborhood Appearance 64

For each section that received a score less than 75, housing authorities were required to prepare a follow-up plan illustrating how these would be dealt with. During the summer the PHA completed its five-year strategic plan which addressed these issues. The following are the objectives in that plan that pertain to the three sections of the REAC survey for which the PHA scored below 75.

### Communication

This section focused on the degree of communication between management and residents. While questions did cover responsiveness they did not include communication concerning maintenance and repair situations. The questions also covered PHA support of and resident participation in resident associations. The overall PHA score for this section was 71%, just below the 75% threshold. The following objectives pertain to this section of the REAC survey.

#### Department of Housing Management

**GOAL PROVIDE IMPROVED CUSTOMER SERVICE BY MAINTAINING NON-TRADITIONAL HOURS FOR THE RESIDENT SELECTION OFFICE**

- Objective 1: Research and determine if non-traditional hours should be scheduled to better serve the families on the public housing waiting list by June 2000
- Objective 2: Conduct an outreach campaign to inform applicants of appointments during non-traditional hours

**GOAL ENSURE HIGH LEVELS OF CUSTOMER SERVICE AT ALL DEVELOPMENTS**

- Objective 1: Revise Resident Complaint Forms by July 2000
- Objective 2: Develop an Access database at each development to track customer complaints by December 2000
- Objective 3: Respond to customer complaints within 48 hours of receipt of the complaint
- Objective 4: Conduct resident-management meetings each month at each development
- Objective 5: Prepare resident-management meeting minutes and forward to the Executive Director for review within three days of meeting

**GOAL PROMOTE THE "SELF-MANAGEMENT" OF SCATTERED-SITE UNITS BY RESIDENTS**

- Objective 1: Create a "self-help" guide for scattered site residents by July 2001
- Objective 2: Create and produce "How to be a Good Neighbor" brochure for distribution to scattered-site families by December 2000

#### Department of Resident Services

**GOAL ENSURE A CUSTOMER FOCUS AND FISCAL RESPONSIBILITY IN PROGRAM ADMINISTRATION**

- Objective 1: Measure customer satisfaction in each programmatic element annually and revise goals and objectives starting May 2000

**GOAL ADMINISTER PROGRAMS LEADIN TO PERMENANT ECONOMIC GAINS AND QUALITY OF LIFE IMPROVEMENTS FOR RESIDENTS WHO ENTER PROGRAMS EMPLOYED**

Objective 3: Increase Department/staff capacity for quality referrals by developing and maintaining an up to date consumer resource "consumer guide" by June 2002.

**GOAL ADMINISTER U.S. DEPARTMENT OF LABOR WELFARE TO WORK PROGRAM IN ACCORDANCE WITH CONTRACT BENCHMARKS**

Objective 1: Outreach to 345 public hosing and Section 8 residents by June 2002.

**GOAL OFFER ORIENTATION PROGRAMS THAT EQUIP NEW RESIDENTS TO MAINTAIN THEI OCCUPANCY IN PUBLIC HOUSING AND MAKE FULL USE OF PHA SERVICES.**

Objective 3: Coordinate and implement revised orientation programs for all new residents of the elderly/disabled buildings and of the family developments by October 2003.

**Office the Executive Director**  
**Resident Participation**

**GOAL INCREASE RESIDENT PARTICIPATION IN PHA AFFAIRS:**

- Objective 1: Create a Resident Advisory Board (RAB) by February 2000
- Objective 2: Conduct briefings for the RAB quarterly (J/A/J/O)
- Objective 3: Increase the number of certified resident associations by 50% by December 2000
- Objective 4: Ensure there are certified resident associations at all developments by December 2001
- Objective 5: Sponsor informational briefings and/or social events to encourage resident participation in a certified resident association every other month starting July 2000
- Objective 6: Conduct an annual resident association development program by June 2001
- Objective 7: Conduct training sessions for resident associations quarterly (or when requested)
- Objective 8: Establish a database to track the number of meetings and issues raised by residents at monthly Resident/Management meetings by July 2000
- Objective 9: Conduct semi-annual Resident/Senior staff meetings at all developments starting April 2000

**GOAL CONDUCT SURVEYS TO DETERMINE RESIDENT NEEDS AND MEASURE THE EFFECTIVENESS OF PHA OPERATIONS.**

- Objective 1: Conduct a needs assessment survey of family, elderly and elderly/disabled development heads of household and youth in the summers of 2001, 2003 and 2005. (Reports to be completed by December of each year).
- Objective 2: Conduct a customer service survey of Section 8 residents and landlords in 2002 and 2004. (Reports to be completed by October of each year).
- Objective 3: Conduct a survey of scattered site residents and their neighbors in the summers of 2002 and 2004. (Reports to be completed by November of each year).
- Objective 4: Develop a brief, annual resident survey instrument to measure the PHA's success in meeting outcome measures and implement annually starting in January 2001

In addition to the specific goals and objectives listed above, the Department of Housing Management conducts monthly meetings with residents. Notification of important information is communicated through word of mouth, notification to resident leaders, posters and signs, mailings and flyers, newsletters and pamphlets. Newsletters are produced on a regular basis to communicate important information to residents in both the family and elderly and elderly/disabled developments. The PHA has also redesigned our rent mailers to include space for important messages that can be delivered on a monthly basis to all residents authority-wide or to specific developments depending on the material to be presented.

All new residents are briefed on their lease and on important information concerning their development by their development manager when they come in to sign their lease. Family developments residents are also required to participate in a day-long "Preparation for Community Living" session that includes a review of lease provisions and sessions from various PHA offices and departments including information

on how to contact the PHA in the event of emergency or any other questions or concerns. Information is also presented at Resident Advisory Board meetings.

The PHA also continues to assist residents in forming their own resident association. To this end a new Resident Association has been formed at the Kilmartin Plaza development.

## **Safety**

This section focused on the level of safety that residents feel exists in their development, the factors that contribute to safety issues, and the crime prevention programs currently in place regarding safety. The section also covers eviction of residents who break the lease. The PHA scored 64 on this section.

## **SECURITY**

### **ENHANCE SECURITY AT ALL PHA DEVELOPMENTS**

#### **GOAL      ASSESS MANPOWER REQUIREMENTS FOR THE PHU/PHA SECURITY FORCE:**

- Objective 1: Conduct manpower assessment review by July 1, 2000
- Objective 2: Review and determine the feasibility of having the PPD increase the number of patrolmen assigned to the Public Housing Unit by December 2000
- Objective 3: Seek additional funding to increase (3 hours) the daily tour of PHU officers
- Objective 4: Seek additional funding to extend the hours (2 additional hours) of PHA Security Officers (high-rise)
- Objective 5: Increase the number of foot patrols at both family and elderly/disabled developments by May 2000

#### **GOAL      ADDRESS CRIME IN PUBLIC HOUSING**

- Objective 1: Conduct criminal background checks of all prospective PHA applicants daily for Resident Selection Office
- Objective 2: Identify type and location of crime in the elderly/disabled developments annually commencing July 2000
- Objective 3: Identify type and location of crimes involving youths in the development by July 1, 2000
- Objective 4: Identify type and location of crime in the family developments annually commencing July 2000
- Objective 5: Research and produce a PHA Security Operations Plan for all developments by July 2000

#### **GOAL      INCREASE POLICE VISIBILITY AND OPERATIONS IN A PROBLEM AREA/DEVELOPMENT**

- Objective 1: Adopt a "Zero Tolerance" stand in the targeted development/area effective immediately
- Objective 2: Reallocate manpower to deal with increased crime to act as needed by December 2000
- Objective 3: Evaluate PHU patrol practices and the areas being patrolled annually beginning July 2000
- Objective 4: Conduct Police Reserve monthly meeting at different developments each month effective next month

### **TIMELY INFORMATION SENT TO DECISION MAKERS**

#### **GOAL      PROVIDE INFORMATION ABOUT CRIMINAL ACTIVITY TO KEY DECISION MAKERS**

- Objective 1: Meet (Security Operations Manager) with Executive Director at least once a week to discuss security issues
- Objective 2: Attend at least four resident-management meetings per development annually
- Objective 3: Attend Housing Management and Facilities Management Departments staff meetings at least once a month
- Objective 3: Review and determine the best method for Housing management and Facilities Management personnel to provide information about crime-related activities to the PHU by July 2000
- Objective 4: E-mail arrests at PHA developments to site managers daily by May 2000

#### **GOAL      CONDUCT OR COMMISSION TIMELY REPORTS/STUDIES TO ASSIST IN ASSESSING CRIME AND PERFORMANCE**

- Objective 1: Conduct security/victimization survey of residents in relation to security issues annually by November 2000
- Objective 2: Produce a weekly police/security activity report effective immediately
- Objective 3: Produce a monthly police/security activity report effective immediately

- Objective 4: Produce an annual Security Operations Report (both calendar and fiscal years) effective immediately
- Objective 5: Seek HUD technical assistance funds to contract with a professional security analyst to a security assessment of all developments by September 2001
- Objective 6: Conduct an annual Equipment Needs Assessment annually
- Objective 7: Conduct a Vehicle Needs Assessment annually
- Objective 8: Conduct a security analysis including crime prevention through environmental design by 2002
- Objective 9: Identify Primary and Repeat Offenders by July 2000
- Objective 10: Identify and map crime locations in PHA family developments July 2000

### **Improve Image of Security Personnel**

#### **GOAL IMPROVE COMMUNITY RELATIONS**

- Objective 1: Sponsor Hot Dog Roast at all family developments annually beginning June 2000
- Objective 2: Sponsor 150 Turkey baskets for residents annually
- Objective 3: Sponsor a Toy Drive for the children of the developments annually
- Objective 4: Sponsor a law enforcement careers workshop for PHA residents by June 2001

### **CRIME PREVENTION INFORMATION**

#### **GOAL INFORM RESIDENTS AND STAFF ON CRIME PREVENTION**

- Objective 1: Conduct two crime prevention workshops annually for site staff by July 2000
- Objective 2: Conduct one crime prevention workshop for administrative staff annually beginning November 2000
- Objective 3: Conduct at least one crime prevention workshop annually at each high-rise development with PHA security personnel
- Objective 4: Conduct two crime prevention workshops annually at each high-rise development with third-party Law Enforcement Agencies
- Objective 5: Research, develop and produce a security brochure for distribution to all PHA residents by July 2001
- Objective 6: Conduct a crime prevention presentation at each Preparation for Community Living class for prospective residents
- Objective 7: Write a security-related article for the PHA resident newsletter at least twice a year

### **Housing Management**

#### **GOAL ENSURE THAT ALL APPLICANTS TO PUBLIC HOUSING ARE PROPERLY SCREENED FOR QUALIFICATIONS AND ACCEPTABILITY**

- Objective 1: Conduct a criminal background check on all applicants to public housing prior to office appointment
- Objective 2: Conduct a "home visit" of each prospective resident to family public housing
- Objective 3: Examine the feasibility and/or need of conducting home visits for prospective residents of Elderly/disabled and elderly-only housing developments by September 2000
- Objective 4: Conduct at least two landlord references for every prospective resident to public housing

#### **GOAL ENSURE THE HEALTH AND SAFTY OF STAFF AND RESIDENTS**

- Objective 2: Working with the PHA's safety Liaison and safety committee, review and recommend methods to improve site office security by April 2002.

### **Facilities Management**

#### **GOAL ENHANCE THE PHYSICAL SECURITY OF RESIDENTS IN PHA PROPERTIES.**

- Objective 1: Conduct a comprehensive exterior lighting survey of each Elderly/Handicapped Building and recommend lighting improvements to enhance security by August 2000
- Objective 2: Install intercom systems from apartment to entrance door at Sr. Dominica Manor and Dexter Manor by August 2000
- Objective 3: Install card access systems in all PHA high-rise buildings by October 2000
- Objective 4: Conduct a comprehensive exterior lighting survey of each Family Development and recommend lighting improvements to enhance security by December 2000

Objective 5: Install video systems in PHA high rise buildings which would allow residents to monitor visitors seeking entry into the building using the intercom system by March 2000

The PHA is also in the process of implementing a new security access system in our elderly and elderly/disabled high-rise buildings. This system will secure buildings with new security doors, alarms and locks that will be activated with non-duplicating proximity cards. These cards will include a photograph of the resident and will serve both as the residents' key and as an identification card that can be checked by security personnel. Lost or stolen cards will be deactivated from the system and will be inoperable.

Further, residents' visitors will be able call the resident from a phone at the main entrance of the building. The resident will then be able to confirm the identity of the visitor either by recognizing their voice on the telephone or visually through their television. The resident will then be able to open the door for their guest using a remote feature through their phone.

Video cameras will monitor doors, parking areas and elevators and information regarding the card used to open doors and visual documentation will be stored electronically. This system will drastically improve security at these buildings.

### Neighborhood Appearance

This section covered issues dealing with the appearance of public housing developments and various factors that would contribute to problems in this area such as graffiti, noise, broken glass and vacant units. The PHA scored 64 on this category.

### Housing Management

#### GOAL CONDUCT INSPECTIONS OF ALL PHA PROPERTY ANNUALLY

Objective 1: Conduct a Housing Quality Inspection of each unit annually  
Objective 2: Prepare a unit inspection schedule for each unit at each development by July of each year

#### GOAL ENSURE HIGH LEVELS OF CUSTOMER SERVICE AT ALL DEVELOPMENTS

Objective 1: Revise Resident Complaint Forms by July 2000  
Objective 2: Develop an Access database at each development to track customer complaints by December 2000  
Objective 3: Respond to customer complaints within 48 hours of receipt of the complaint  
Objective 4: Conduct resident-management meetings each month at each development  
Objective 5: Prepare resident-management meeting minutes and forward to the Executive Director for review within three days of meeting

#### GOAL PROMOTE THE "SELF-MANAGEMENT" OF SCATTERED-SITE UNITS BY RESIDENTS

Objective 1: Create a "self-help" guide for scattered site residents by July 2001  
Objective 2: Create and produce "How to be a Good Neighbor" brochure for distribution to scattered-site families by December 2000

### Facilities Management

#### GOAL INSURE THAT ALL WORK ACCOMPLISHED BY FM MAINTENANCE EMPLOYEES IS OF A HIGH QUALITY, DONE RIGHT THE FIRST TIME.

Objective 1: Perform a systematic review of quality control policies for all maintenance services by November 2000  
Objective 2: Create an independent position within the department responsible for insuring that quality control standards are met on all jobs and tasks by December 2000  
Objective 3: Institute an internal quality control program for all maintenance employees by March 2001

#### GOAL ESTABLISH A DEPARTMENTAL MIS INFORMATION SYSTEMS FOR IMPROVED EFFICIENCY AND PHA-WIDE NETWORKING.

Objective 3: Create a stand alone database to track information related to bidding and contracts in conjunction with Capital Fund expenditures August 2000

- Objective 4: Complete the conversion of work order, and inventory control systems to the AS400 system by December 2000
- Objective 5: Create one central ACCESS database which contains physical needs data, capital projects information, major systems inventory and warranty information by April 222

**GOAL                    REVIEW AND REVISE MAINTENANCE POLICIES AND PROCEDURES AND DEVELOP WRITTEN PROTOCOLS SPECIFIC TO EACH SITE, FOR BOTH THE OPERATION & MAINTENANCE OF PHA PROPERTY AND EQUIPMENT.**

- Objective 1: Identify the major building systems and equipment, which should be inspected and/or maintained by contract by May 2000
- Objective 2: Develop detailed maintenance protocol for grounds by July 2000
- Objective 3: Develop detailed maintenance protocol for all Authority equipment by November 2000
- Objective 4: Develop detailed maintenance protocol for all structures and building envelopes by February 2001
- Objective 5: Develop detailed maintenance protocol for all major building systems by April 2000
- Objective 6: Develop detailed maintenance protocol for all janitorial and custodial duties by May 2000
- Objective 7: Develop detailed maintenance protocol for all unit preventative maintenance and frequently used tenant service work orders by August 2001

**GOAL                    ENHANCE THE PHYSICAL SECURITY OF RESIDENTS IN PHA PROPERTIES.**

- Objective 1: Conduct a comprehensive exterior lighting survey of each Elderly/Handicapped Building and recommend lighting improvements to enhance security by August 2000
- Objective 2: Install intercom systems from apartment to entrance door at Sr. Dominica Manor and Dexter Manor by August 2000
- Objective 3: Install card access systems in all PHA high-rise buildings by October 2000
- Objective 4: Conduct a comprehensive exterior lighting survey of each Family Development and recommend lighting improvements to enhance security by December 2000
- Objective 5: Install video systems in PHA high rise buildings which would allow residents to monitor visitors seeking entry into the building using the intercom system by March 2000

**GOAL                    DEVELOP POLICIES AND PROGRAMS TO EXPAND RESIDENT AWARENESS OF MAINTENANCE REQUIREMENTS AND IDENTIFY AREAS WHERE RESIDENT'S WOULD PARTICIPATE IN COMMON AREA MAINTENANCE.**

- Objective 1: Develop a plan with the Management Department to involve residents in the maintenance of common spaces in their buildings by September 2000
- Objective 2: Create a mechanism to periodically inform residents of maintenance issues and update them on site specific problems needing their attention by December 2000

The PHA continues to implement landscape improvement activities as well as activities to improve the developments and buildings themselves. Recent improvements include the complete renovations of the community rooms at all of our elderly and elderly/disabled developments. New fencing at the Dominica Manor and Dexter Manor developments has also improved the appearance of these buildings. The development of a new community center and facilities management building at the Hartford Park development will also improve the quality of life for residents at that development. Finally, continued implementation of an aggressive planned preventative maintenance strategy will be continued. In FY 2001 this PPM strategy resulted in 42,209 work orders.

**Performance&EvaluationReport**

CapitalFundProgramGrantNo:

**RI43P001708**

## CAPITALFUNDPROGRAMTABLESSTARTHERE

<b>AnnualStatement/PerformanceandEvaluationReport</b> <b>CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:</b> <b>Summary</b>					
PHAName:THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RHODEISLAND			GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:		FederalFYof Grant: <b>1999</b>
<input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:    ) <input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding:12/31/01 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
LineNo	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds				
2	1406Operations				
3	1408ManagementImprovements(SoftCosts)	514,042	612,808	612,808	607,041
	ManagementImprovements(HardCosts)				
4	1410Administration	543,887	543,887	543,887	54,3887
5	1411Audit				
6	1415LiquidatedDamages				
7	1430FeesandCosts	323,874	363,707	363,707	317,706
8	1440SiteAcquisition				
9	1450SiteImprovement	368,104	481,603	481,603	396,774
10	1460DwellingStructures	2,116,512	2,032,796	2,032,796	1,783,206
11	1465.1DwellingEquipment —Nonexpendable	33,560	35,910	35,910	35,910
12	1470NondwellingStructures	1,026,874	974,667	974,667	972,391
13	1475NondwellingEquipment	277,613	159,088	159,088	159,088
14	1485Demolition				
15	1490ReplacementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts	310	310	310	310
18	1498DevelopmentActivities	12,627.50	16,368	16,368	16,058
19	1498Contingency	3,740.50			
	AmountofAnnualGrant: (sumoflines.....)	5,221,144	5,221,144	5,221,144	4,832,371
	AmountofflineXXRelatedtoLBPActivities	93,357	105,558	0	0



## AnnualStatement/PerformanceandEvaluationReport

### CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1: Summary

PHAName:THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RHODEISLAND		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:		FederalFYof Grant:1999	
<input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:   ) <input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding:12/31/01 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
LineNo	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
	AmountoflineXXRelatedtoSection504compliance	15,500	15,551	0	0
	AmountoflineXXRelatedtoSecurity --SoftCosts	29,561	23,255	0	0
	AmountofLineXXrelatedtoSecurity --HardCosts			0	0
	AmountoflineXXRelatedtoEnergyConservationMeasures	3,780	3,193	0	0
	CollateralizationExpensesorDebtService			0	0

## AnnualStatement/PerformanceandEvaluationReport

### CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF) PartII:SupportingPages

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:				FederalFYofGrant: <b>1999</b>			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. AcctNo.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
<b>ChadBrown</b>	SiteImprove. - Fence/Walks/Paving		1450	N/A	54,000	64,704	64,704	64,704	completed
<b>001</b>	Repair/ReplaceGasLines		1450	N/A	0	9,869	9,869	0	underway
	SecurityLighting		1450	N/A	10,000	12,153	12,153	12,153	completed
	AreawayCovers		1460	5	8,110	0	0	0	In50100
	Kitchens- Cabinets/Countertops		1460	34units	36,000	39,595	39,595	39,595	completed
	UnitLocks		1460	85locks	0	8,083	8,083	8,083	completed

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. AcctNo.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
	BathroomRenovations		1460	2	500	550	550	550	completed
	AppliancePurchases		1465	34units	27,000	29,328	29,328	29,328	completed
	UpgradeKitcheninComm. Ctr.		1470	1kitchen	0	820	820	72	underway
					135,610	165,102	165,102	154,485	
<b>AdmiralTerrace</b>	Fence/Pavement/Furniture		1450	N/A	0	3,560	3,560	3,560	completed
<b>001A</b>	Landscaping		1450	N/A	7,000	6,995	6,995	6,995	completed
	Replace/RepairGasLines		1450	N/A	4,500	4,500	4,500	4,500	completed
	SecurityLighting		1450	N/A	13,000	12,594	12,594	12,594	completed
	AreawayCovers		1460	7	12,000	0	0	0	in50100
	Kitchens- Cabinets/Countertops		1460	15units	7,190	5,611	5,611	5,611	completed
	UnitLocks		1460	65locks	0	6,207	6,207	6,207	completed
	CirculatingPump/Condensate Tank		1460	1tank	1,127	1,127	1,127	1,127	completed
	Replace/RepairHWBoiler		1460	N/A	4,359	13,328	13,328	13,328	completed
	BathroomRenovations		1460	15units		161	161	161	completed
	AppliancePurchases		1465	15units	6,500	6,582	6,582	6,582	completed
	RetileNon -DwellingSpace		1470	N/A	6,400	6,400	6,400	6,400	completed
	AsbestosAbatement		1470	N/A	6,010	6,280	6,280	6,280	completed
	AirConditioningatComm. Ctr.		1475	N/A	4,000	2,756	2,756	2,756	completed
					72,086	76,101	76,101	76,101	

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:SupportingPages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost Original Revised		TotalActualCost ObligatedExpended		Statusof Work
<b>RogerWilliams</b>	SiteImprove. -Fence/Walks/Paving		1450	N/A	5,000	2,907	2,907	2,907	completed
<b>002</b>	Kitchens-Cabinets/Countertops		1460	20units	40,000	35,488	35,488	35,053	completed
	UpgradeDomesticHotWater		1460	1bldg.	2,200	2,184	2,184	2,184	completed
	InstallBackflowValves		1460	2bldgs.	300	299	299	299	completed
	BathroomRenovations		1460	20units	4,800	17,461	17,461	16,639	underway
	AsbestosTileAbatement		1460	N/A	34,000	34,607	34,607	31,732	underway
	ReplaceHallStairTreads		1470	N/A	<u>22,750</u>	<u>22,750</u>	<u>22,750</u>	<u>22,750</u>	completed
					109,050	115,696	115,696	111,564	
<b>CoddingCourt</b>	A&EFees -CommunityCenter		1430	N/A	42,000	48,404	48,404	38,579	completed
<b>003</b>	Landscaping/SiteWork		1450	N/A	3,200	3,143	3,143	3,143	completed
	RepairUndergroundSprinkler		1450	1system	1,000	1,646	1,646	1,646	completed
	NewAdmin/ServiceBuilding		1470	1bldg	660,000	658,956	658,956	658,956	completed
	CommunityCenterFurnishings		1475	N/A	<u>30,000</u>	<u>31,217</u>	<u>31,217</u>	<u>31,217</u>	completed

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
<b>HartfordPark</b>	ExteriorLighting Replacement		1450	35lights	39,446	39,675	39,675	39,675	completed
<b>004/006/019</b>	ExteriorLighting SecurityShields		1450	15shields	4,861	4,861	4,861	4,861	completed
	SiteImprovements		1450	N/A	12,000	21,243	21,243	18,473	underway
	BuildingSigns		1460	24signs	3,500	3,492	3,492	0	underway
	Elevator Improvements		1460	2	1,636	1,636	1,636	1,636	completed
	PaintPhaseI Buildings		1460	14bldg	108,634	109,142	109,142	109,142	completed
	PaintPhaseII&4 - StoryBuildings		1460	19bldg	155,000	159,390	159,391	159,116	completed
	CleanVentilation Systems		1470	1system	10,000	9,784	9,784	9,784	completed
	UpgradeFaçadeFM Garage		1470	1garage	10,000	0	0	0	in50101
	Renovate/Replace Comm.Ctr.		1470	1bldg	<u>2,667</u>	<u>2,667</u>	<u>2,667</u>	<u>2,667</u>	completed
					347,744	351,890	351,891	345,354	
<b>MantonHeights</b>	Landscaping		1450	N/A	3,248	0	0	0	cancelled
<b>005</b>	Replace/RepairGas		1450	N/A	0	6,579	6,579	0	underway

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
	Lines								
	Fence/Walks/Paving/S iteFurniture		1450	N/A	20,700	11,403	11,403	11,403	completed
	RoofAccessDoors& Frames		1460	1	495	0	0	0	in501010
	BuildingControls		1460	N/A	3,260	3,193	3,193	3,193	completed
	ReplaceExit Signs/Emerg.Lighting		1460	20	2,000	1,986	1,986	1,986	completed
	UpgradeDomestic HW		1460	System	28,121	14,825	14,825	14,825	completed
	ReplaceHeatMotors &Pumps		1460	N/A	1,125	1,103	1,103	1,103	completed
	InstallPrototypeVent Fanunit		1460	15	3,050	3,050	3,050	3,050	completed
	RenovateFMAreas		1470	garagedoor	0	1,500	1,500	0	underway
	Admin/BldgCom.Ctr. Renovation		1470	N/A	<u>8,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	in50100
					69,999	43,639	43,639	35,560	
<b>SunsetVillage</b>	SiteImprovements		1450	N/A	1,618	1,618	1,618	1,618	completed
<b>007</b>	AsbestosAbatement		1460	N/A	0	1,745	1,745		underway
	Handicapped		1460	2units	10,000	10,257	10,257	10,257	completed

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
	Renovations								
	LBP Abatement/Repaint- Exterior		1460	N/A	57,000	52,616	52,616	56,589	completed
	UpgradeLaundry Room		1470	1room	<u>6,300</u>	<u>6,220</u>	<u>6,220</u>	<u>6,220</u>	completed
					74,918	72,456	72,456	76,429	
<b>DexterManorI</b>	DesignFireAlarm SystemUpgrade		1430	N/A	25,000	23,982	23,982	13,704	underway
<b>008</b>	ConcreteSidewalks		1450	N/A		45,579	45,579	45,579	completed
	ExteriorSecurity Lighting		1450	N/A	0	309	309	309	completed
	Fencing		1450	N/A	62,000	63,187	63,187	25,257	underway
	SealCoatParkingLot		1450	1lot	4,649	4,649	4,649	4,649	completed
	Underground SprinklerSystem		1450	1system	725	383	383	383	completed
	SpringHinges/Closers		1460	200doors	3,740	4,293	4,293	4,293	completed
	UpgradeKitc hens		1460	1kitchens	319	319	319	319	completed
	ReplaceFloorTile		1460	24units	18,000	27,921	27,921	27,921	completed
	InstallGFI'sin KitchensandBaths		1460	51units	4,455	4,366	4,366	4,366	completed
	InstallEnergy		1460	29units	7,400	7,400	7,400	7,400	completed

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
	EfficientLighting								
	ReplaceGenerator		1460	1system	84,000	83,219	83,219	83,219	completed
	FireAlarmSystem Upgrade		1460	System	490,000	383,199	383,199	290,800	underway
	AsbestosAbatement		1460	17units	64,500	71,634	71,634	48,972	underway
	DeferredPainting		1460	2units	1,375	900	900	900	completed
	CommunityRoom Furnishings		1475	N/A	10,000	9,844	9,844	9,844	completed
	UpgradeCommon Space		1470	N/A	120,000	86,138	86,138	86,138	completed
	UpgradePublic Bathrooms		1470	2rooms	<u>4,129</u>	<u>4,130</u>	<u>4,130</u>	<u>4,130</u>	completed
					900,292	821,452	821,452	658,183	

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII: SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		StatusofWork
<b>DominicaManor</b>	DecorativeFencing		1450	340feet	38,500	43,626	43,626	16,201	underway
<b>009</b>	Walks&Site Furniture		1450	N/A	9,100	9,238	9,238	9,238	completed
	SealCoatParkingLot		1450	1lot	3,377	3,377	3,377	3,377	completed
	Repair/SealMasonry &Windows		1460	N/A	185,290	185,290	185,290	185,290	completed
	SpringHinges/Closers		1460	204doors	7,232	7,232	7,232	7,232	completed
	TrashChuteRepairs		1460	1system	7,000	6,392	6,392	3,520	underway
	InstallEnergy EfficientLighting		1460	204Units	7,792	7,792	7,792	7,792	completed
	InstallGFI'sin KitchensandBaths		1460	204units	21,695	19,346	19,346	19,277	completed
	DeferredPainting		1460	1unit	2,000	125	125	125	completed
	AsbestosAbatement		1460	20Units	31,497	36,869	36,869	24,131	underway
	ReplaceFloorTile		1460	20Units	12,000	12,000	12,000	2,906	underway
	Upgrade/Replace Generator		1460	1 generator	83,000	83,894	83,894	13,416	underway
	UpgradeCommunity Room		1470	N/A	118	118	118	118	completed
					408,601	415,299	415,299	292,623	



**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII: SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		StatusofWork
<b>CarrollTower</b>	GFI's		1460	194units	23,062	21,877	21,877	21,877	completed
<b>011</b>	NewCeilingsin Hallways		1460	16floors	26,345	26,345	26,345	26,345	completed
	InstallEnergy EfficientLighting		1460	N/A	3,070	3,070	3,070	3,070	completed
	DeferredPainting		1460	6units	2,450	1,825	1,825	1,825	completed
	AsbestosAbatement		1460	N/A	13,300	19,998	19,998	19,998	completed
	RepairPVIHotwater Tank		1460	1tank	4,488	4,488	4,488	4,488	completed
	InstallSecurity Camera		1460	N/A	0	5,971	5,971	5,971	completed
					72,715	83,574	83,574	83,574	
<b>KilmartinPlaza</b>	Fence/Walks/Paving/S iteImprove.		1450	N/A	2,798	2,798	2,798	2,798	completed
<b>012</b>	Landscaping		1450	N/A	1,000	355	355	355	completed
	InstallEnergy EfficientLighting		1460	N/A	1,000	1,703	1,703	1,703	completed
	Kitchens- Cabinets/Countertops		1460	106units	265,000	263,933	263,933	263,933	completed

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII: SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		StatusofWork
	AsbestosAbatement		1460	12units	12,400	21,093	21,093	15,943	underway
	ReplaceValveson Risers		1460	N/A	17,294	17,182	17,182	17,182	completed
	RepairPVIHotWater Tank		1460	1tank	8,574	10,974	10,974	10,974	completed
	A/CinCommunity Room		1470	1system	75,000	74,916	74,916	74,916	completed
	CommunityRoom Renovation		1470	N/A	16,000	14,867	14,867	14,867	completed
	WidenIncinerator ChuteRmDoor		1470	1door	4,500	4,395	4,395	4,395	completed
	CommunityRoom Furnishings		1475	N/A	<u>8,000</u>	<u>7,888</u>	<u>7,888</u>	<u>7,888</u>	completed
					411,566	420,104	420,104	414,954	
<b>ParentiVilla</b>	UpgradeExterior Lighting		1450	N/A	5,000	309	309	309	moved
<b>013</b>	NewCeilingsin Hallways		1460	16floors	27,934	26,407	26,407	26,407	completed
	SpringHinges/Closers		1460	194doors	3,628	3,628	3,628	3,628	completed
	GFI's		1460	106units	16,000	4,790	4,790	4,550	underway

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII: SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		StatusofWork
	InstallEnergy EfficientLighting		1460	106units	7,030	7,030	7,030	7,030	completed
	AsbestosAbatement		1460	12Units	26,828	26,828	26,828	16,828	underway
	RepairPVIHotWater Tank		1460	1tank	3,456	3,456	3,456	3,456	completed
	InstallSecurity Cameras		1460	N/A	0	5,971	5,971	5,971	completed
	CommunityRoom Furnishings		1475	N/A	<u>516</u>	<u>516</u>	<u>516</u>	<u>516</u>	completed
					90,392	78,935	78,935	68,695	

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFu ndProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev. AcctNo.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
<b>DexterManorII</b>	Fence/Walks/Paving/Si teFurniture		1450	N/A	0	27,160	27,160	27,160	completed
<b>014</b>	ReplaceBackExit Doors		1460	4doors	2,500	0	0	0	to50104
	UpgradeHandicapped Units		1460	3units	5,500	5,294	5,294	5,294	completed
	BuildingControls		1460	N/A	520	0	0	0	In50100
	UpgradeHVAC Administration		1470	1system	<u>75,000</u>	<u>74,726</u>	<u>74,726</u>	<u>74,699</u>	completed
					83,520	107,180	107,180	107,153	
<b>ScatteredSites</b>	Fencing(1 -17)		1450	N/A	1,000	0	0	0	in50101
<b>017/021</b>	TreePruning/Removal		1450	N/A	0	1,950	1,950	1,890	underway
	Driveway/Walkway Repair		1450		60,000	60,711	60,711	60,711	completed
	PaintBuildings(1 -17)		1460	13Units	64,000	68,588	68,588	48,626	underway
	PaintBuildings(1 -21)		1460	3Units	<u>14,291</u>	<u>10,818</u>	<u>10,818</u>	<u>10,818</u>	completed
					139,291	142,067	142,067	122,045	

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE, RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		StatusofWork
<b>Authority-Wide</b>	Chiefof Admin/Operations- FM		1408		103,844	103,844	103,844	103,844	completed
	PurchasingAgent		1408		74,537	74,537	74,537	74,537	completed
	StaffTraining		1408		41,330	41,330	41,330	41,330	completed
	MaintVehicles Equipment		1408		98,064	99,076	99,076	99,076	completed
	ComputerSystem Software		1408	N/A	22,000	23,214	23,214	22,714	underway
	Economic Development		1408	N/A	20,000	20,000	20,000	14,733	underway
	LivingSkills Coordinator		1408	N/A	47,505	47,505	47,505	47,505	completed
	Police		1408	N/A	196,826	196,826	196,826	196,826	completed
	SecurityGuards		1408	N/A	8,000	6,476	6,476	6,476	completed
	CGPAdministrative Costs		1410	N/A	402,167	402,167	402,167	402,167	completed
	In-HouseDesign		1410	N/A	141,720	141,720	141,720	141,720	completed
	A&EFeesandCosts		1430	N/A	102,475	119,439	119,439	100,757	underway
	LBP/Asbestos Testing		1430	N/A	36,357	52,942	52,942	49,542	underway
	MODInspection		1430	N/A	114,042	113,950	113,950	113,950	completed

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE, RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P001708</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>1999</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		StatusofWork
	Costs								
	UtilitySurveys		1430	N/A	4,000	4,990	4,990	1,174	completed
	IdentificationSigns		1450		382	382	382	382	completed
	TreePruning		1450	N/A	10,000	10,140	10,140	9,944	underway
	LBPAbatement		1460	N/A	2,200	2,200	2,200	2,200	completed
	FireHoses& Extinguishers		1475		1,566	1,566	1,566	1,566	completed
	ComputerHardware		1475	N/A	90,814	73,344	73,344	73,344	completed
	OfficeFurnishings		1475	N/A	20,643	20,644	20,644	20,644	completed
	Radios/Wireless Alarms		1475		14,010	11,313	11,313	11,313	completed
	Relocation		1495	N/A	310	310	310	310	completed
	Development		1498		<u>16,368</u>	<u>16,368</u>	<u>16,368</u>	<u>16,058</u>	completed
					1,569,160	1,584,283	1,584,283	1,552,112	

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartIII:ImplementationSchedule**

PHAName:THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RHODE ISLAND			GrantTypeandNumber CapitalFundProgramNo: <b>RI43P001708</b> ReplacementHousingFactorNo:				FederalFYofGrant: <b>1999</b>
DevelopmentNumber Name/HA-Wide Activities	AllFundObligated (QuarterEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
ChadBrown	9/30/01			9/30/02			
AdmiralTerrace	9/30/01			9/30/02			
RogerWilliams	9/30/01			9/30/02			
HartfordPark	9/30/01			9/30/02			
MantonHeights	9/30/01			9/30/02			
DexterManorI	9/30/01			9/30/02			
DominicaManor	9/30/01			9/30/02			
CarrollTower	9/30/01			9/30/02			
KilmartinPlaza	9/30/01			9/30/02			
ParentiVilla	9/30/01			9/30/02			
DexterManorII	9/30/01			9/30/02			
ScatteredSites	9/30/01			9/30/02			
AuthorityWide	9/30/01			9/30/02			

**PageIntentionallyLeftBlank**



**Performance&EvaluationReport**

CapitalFundProgramGrantNo:

**RI43P00150100**

## CAPITAL FUND PROGRAM TABLES START HERE

<b>AnnualStatement/PerformanceandEvaluationReport</b> <b>CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:</b> <b>Summary</b>					
PHAName:THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RHODEISLAND		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousing FactorGrantNo:		FederalFYofGrant: <b>2000</b>	
<input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:    ) <input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding:12/31/01 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
LineNo	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds				
2	1406Operations	900,000	900,000	900,000	900,000
3	1408ManagementImprovementsSoftCosts	232,441	330,984	321,624	266,736
	ManagementImprovementsHardCosts				
4	1410Administration	622,766	634,617	634,617	630,764
5	1411Audit				
6	1415LiquidatedDamages				
7	1430FeesandCosts	241,000	655,111	654,831	126,509
8	1440SiteAcquisition				
9	1450SiteImprovement	319,750	164,772	114,658	25,688
10	1460DwellingStructures	2,036,955	1,929,208	821,106	150,242
11	1465.1Dwelling Equipment—Nonexpendable	4,750	0	0	0
12	1470NondwellingStructures	123,750	21,619	11,619	11,616
13	1475NondwellingEquipment	261,250	111,351	106,351	66,559
14	1485Demolition				
15	1490ReplacementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts	5,000	0	0	0
18	1499DevelopmentActivities				
19	1502Contingency				
	AmountofAnnualGrant:(sumoflines.....)	4,747,662	4,747,662	3,564,806	2,178,114

## AnnualStatement/PerformanceandEvaluationReport

### CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1: Summary

PHAName:THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RHODEISLAND		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousing FactorGrantNo:		FederalFYofGrant: <b>2000</b>	
<input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:   ) <input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding:12/31/01 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
LineNo	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
	AmountoflineXXRelatedtoLBPActivities	15,000	0	0	0
	AmountoflineXXRelatedtoSection504compliance	17,000	15,000	0	0
	AmountoflineXXRelatedtoSecurity --SoftCosts	0		0	0
	AmountofLineXXrelatedtoSecurity --HardCosts	15,000	533,032	0	0
	AmountoflineXXRelatedtoEnergyConservationMeasures	71,800	22,900	0	0
	CollateralizationExpensesorDebtService			0	0

## AnnualStatement/PerformanceandEvaluationReport

### CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF) PartII:SupportingPages

PHAName: THE HOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:				FederalFYofGrant: <b>2000</b>			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
<b>ChadBrown</b>	SiteImprove. -Fence/Walks/Paving		1450	N/A	10,000	20,000	9,675	0	underway
<b>01</b>	Landscaping		1450	N/A	10,000	0	0	0	in50101
	RepairSteamLines		1450	N/A	35,000	0	0	0	in50101
	ReplaceGasLines		1450	N/A	0	27,500	0	0	planned
	Repoint/SealExteriorMasonry		1460	5bldgs.	60,000	0	0	0	in50101
	UpgradeHandicappedUnits		1460	2units	0	10,000	9,007	0	underway
	ReplaceInteriorDoors		1460	20doors	1,995	0	0	0	in50101
	Kitchens-Cabinets/Countertops		1460	15units	22,500	0	0	0	in50101

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THE HOUSINGAUTHORITY OF THECITYOF PROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2000</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
	InstallGFI'sinKitchens		1460	N/A	5,000	0	0	0	inkitchens
	BaseboardUpgrade		1460	15units	3,000	0	0	0	in50101
	BathroomRenovations		1460	10units	6,000	0	0	0	in50101
	AreawayCovers		1460	5covers	0	25,000	24,980	0	underway
	AppliancePurchases		1465	15units	12,750	0	0	0	in50101
	FireHoses&Extinguishers		1475	N/A	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	cancelled
					167,245	82,500	43,662	0	
Admiral Terrace	SiteImprove. -ConcreteSidewalks		1450	N/A	15,000	900	900	900	complete
<b>01A</b>	Fence/Pavement/Furniture		1450	N/A	10,000	0	0	0	in50 101
	Landscaping		1450	N/A	10,000	0	0	0	in50101
	RepairSteamLines		1450	N/A	20,000	0	0	0	in50101
	Replace/repairgaslines		1450	N/A0	0	27,500	27,500	0	underway
	ImproveDrainage		1450	N/A	0	448	448	448	complete
	Repoint/SealExteriorMasonry		1460	4bldgs	50,000	0	0	0	in50101
	ReplaceInteriorDoors		1460	40doors	4,000	0	0	0	in50101
	Kitchens-Cabinets/Countertops		1460	15units	22,500	0	0	0	in50101
	CirculatingPump/CondensateTank		1460	1tank	10,000	0	0	0	in50101
<b>AdmiralTerrace</b>	BathroomRenovations		1460	10units	6,000	0	0	0	in50101
<b>(continued)</b>	BaseboardUpgradeinBathrooms		1460	15units	3,000	0	0	0	infuture
	AreawayCovers		1460	7covers	0	35,000	34,970	0	underway
	AppliancePurchases		1465	15units	<u>12,750</u>	<u>0</u>	<u>0</u>	<u>0</u>	in50101
					163,250	63,848	63,818	1,348	

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THE HOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2000</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
<b>Roger Williams</b>	SiteImprove. -Fence/Walks/Paving		1450	N/A	10,000	2,300	2,300	0	underway
<b>02</b>	Landscaping		1450	N/A	15,000	0	0	0	in50101
	Paving/SealCoatParkingLot		1450	N/A	20,000	0	0	0	in50101
	ExteriorLights		1450	N/A	4,000	0	0	0	in50101
	RenovateBuildingExterior		1460	N/A	140,000	0	0	0	in50101
	Kitchens-Cabinets/Countertops		1460	15units	21,000	155,454	132,777	18,274	underway
	MortiseLocks		1460	40locks	3,000	6,967	6,967	0	underway
	ReplaceInteriorDoors		1460	20doors	5,000	2,000	0	0	planned
	CommonHallwayLighting		1460	2bldgs.	4,000	2,000	0	0	planned
	WaterConservationDevices		1460	40units	2,800	0	0	0	in50101
	UpgradeDomesticHotWater		1460	N/A.	5,000	0	0	0	in50101
	ReplaceWaterSupplyShutoffs		1460	30units	3,000	0	0	0	in50101
	InstallBackflowValves		1460	2bldgs.	6,000	0	0	0	in50102
	AsbestosAbatement		1460	N/A	0	300	300	0	underway
	BathroomRenovations		1460	8units	4,800	4,000	2,602	0	underway
	ReplaceExteriorVentCovers		1460	N/A	1,200	0	0	0	cancelled
	RefrigerationReplacement		1465	12units	<u>4,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	in50101
					248,800	173,021	144,946	18,274	in50101

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:SupportingPages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: RI 43P00150100 ReplacementHousingFactorGrantNo:					FederalFYofGrant: 2000		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
<b>HartfordPark</b>	Designnewcommunitycenter		1430	N/A	0	240,000	239,720	10,106	underway
<b>04/06/019</b>	Repair/RetilePlaygrounds		1450	N/A	10,000	34,095	34,095	13,618	underway
	ExteriorLightingReplacement		1450	25fixtures	7,500	8,575	8,575	8,575	Complete
	ExteriorLightingSecurityShields		1450	25shields	7,500	0	0	0	in50101
	Upgradelandscaping		1450	N/A	22,830	0	0	0	in50101
	PaintPhaseIBuildings		1460	12bldgs	100,000	0	0	0	completed-- 708
	NewEntrancestoDBuilding		1460	2bldgs.	80,000	0	0	0	in50101
	WaterConservationDevices		1460	294units	20,000	0	0	0	cancelled
	CardAccess/Intercom		1460	N/A	10,000	88,000	74,290	1,844	underway
	InstallBathVentFans		1460	52units	15,600	0	0	0	infuture years
	InstallBackflowValves		1460	3locations	20,000	0	0	0	in50101
	UpgradaçadeFMGarage		1460	1gara ge	0	10,759	10,759	353	underway
	BuildingControls		1460	N/A	0	19,084	13,456	0	underway
	InstallOil/WaterSeparator		1470	N/A	10,000	10,000	0	0	planned
	RenovateSupplyArea		1470	1area	50,000	0	0	0	cancelled
	PurchaseTrashCompactor		1475	N/A	15,000	0	0	0	In50103
	CommunityRoomFurnishings		1475	N/A	5,000	5,000	0	0	planned
					373,430	415,513	380,895	34,496	

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: RI 43P00150100 ReplacementHousingFactorGrantNo:					FederalFYofGrant: 2000		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: RI43P00150100 ReplacementHousingFactorGrantNo:					FederalFYofGrant: 2000		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
<b>MantonHeights</b>	Landscaping		1450	N/A	10,000	0	0	0	in50102
<b>005</b>	Fence/walks/paving/sitefurniture		1450	N/A	0	950	950	0	underway
	NewAreawayCovers		1460	8areaways	20,000	0	0	0	in50101
	NewRoofsonWoodBuildings		1460	3bldgs.	42,000	0	0	0	in50101
	PenthouseandRoofRepairs		1460	N/A	40,000	0	0	0	in50101
	InstallBackflowValves		1460	3locations	15,000	0	0	0	in50102
	RemoveAr istixCeilings		1460	25units	25,000	0	0	0	in50101
	InstallPrototypeVentFanunit		1460	N/A	20,000	0	0	0	in50101
	ReplaceExitSigns/Emerg.Lighting		1460	N/A	0	1,395	1,395	1,395	complete

# AnnualStatement/PerformanceandEvaluationReport

## CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)

### PartII:SupportingPages

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:				FederalFYofGrant: <b>2000</b>			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
	UpgradeDomesticHW		1460	1system	0	28,000	0	0	planned
	Admin/BldgCom.Ctr.Renovation		1470	N/A	<u>20,000</u>	<u>10,405</u>	<u>10,405</u>	<u>10,405</u>	complete
					192,000	40,750	12,750	11,800	
<b>DexterManorI</b>	ConcreteSidewalks		1450	N/A	9,000	0	0	0	in50101
<b>008</b>	Landscaping		1450	N/A	8,000	5,000	0	0	planned
	InstallRailingsinHalls		1460	800lin.ft.	10,000	0	0	0	to50103
	UnitLocks		1460	N/A	2,000	0	0	0	cancelled
	UpgradeKitchens		1460	7kitchens	8,800	0	0	0	in50101
	ReplaceResilientFloorTile		1460	18units	14,400	0	0	0	in50101
	InstallGFI'sinKitchensandBaths		1460	51units	5,100	0	0	0	in50101
	InstallEnergyEfficientLighting		1460	29units	2,900	0	0	0	in50101
	ReplaceGenerator		1460	1generator	60,000	0	0	0	completed in708
	AsbestosAbatement		1460	10units	10,000	0	0	0	in50101
	DeferredPainting		1460	20units	10,000	10,000	10,000	0	planned
	ReplaceKitchenFaucets		1460	35units	3,500	0	0	0	in50101
	ReplaceWaterSupplyShutoffs		1460	62units	6,250	0	0	0	in50101
	UpgradeBathsonTurnaround		1460	15units	6,000	0	0	0	in50101
	UpgradeVentilation		1460	2motors	1,000	0	0	0	in50101
	ClanVentilationSystem		1460	1system	0	30,000	0	0	bidin developm't
	FireAlarmSys.Upgrade		1460	1system	0	110,000	65,540	0	underway
	CardAccess/Intercom		1460	1system	0	55,000	49,335	32,248	underway



**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:SupportingPages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI			GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:				FederalFYofGrant: <b>2000</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
	UpgradeCommonSpace		1470	1lobby	5,000	0	0	0	in50101
	PurchaseTrashCompactor		1475	N/A	<u>15,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	in50101
					176,950	210,000	124,875	32,248	

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:Supporting Pages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2000</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Status ofWork
<b>DominicaManor</b>	Landscaping		1450	N/A	4,000	0	0	0	in50104
<b>009</b>	Refinish/ReplaceBalconyRailings		1460	N/A	10,000	10,000	0	0	planned
	ReplaceDoorstoRoof		1460	3doors	0	1,500	0	0	planned
	InstallEnergyEfficientLighting		1460	30units	3,000	0	0	0	in50101
	InstallGFI’sinKitchensandBaths		1460	50units	5,000	0	0	0	completed in708
	WaterConservationDevices		1460	204units	12,000	0	0	0	in50104
	DeferredPainting		1460	202units	0	10,000	10,000	0	underway
	AsbestosAbatement		1460	8units	8,000	0	0	0	in50101

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:Supporting Pages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2000</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Status ofWork
	ReplaceFloorTile		1460	15units	12,000	0	0	0	in50101
	ReplaceKitchenFaucets		1460	28units	2,800	0	0	0	in50101
	ReplaceWaterSupplyShutoffs		1460	50units	5,000	0	0	0	in50103
	CleanVentilationSystem		1460	1system	0	30,000	0	0	bid preparatio n
	CardAccess/Intercom		1460	1system	0	80,000	75,516	47,581	underway
	UpgradeHeatingSystem		1460	1system	0	70,000	0	0	design underway
	UpgradeBathsonTurnaround		1460	10units	4,000	0	0	0	in50101
	UpgradeVentilation		1460	1system	40,000	0	0	0	movedto 50104
	RefurbishEntrance&Lob by		1470	N/A	<u>100,000</u>	<u>205,149</u>	<u>0</u>	<u>0</u>	design underway
					205,800	406,649	85,516	47,581	
<b>CarrollTower</b>	DesignFireAlarmSystemUpgrade		1430	N/A	10,000	0	0	0	inAuth wideA&E
<b>011</b>	UndergroundIrrigationSystem		1450	N/A	20,000	0	0	0	in50101
	RoofReplacement		1460	1roofsystm	250,000	250,000	0	0	design underway
	Kitchens-Cabinets/Countertops		1460	10units	12,000	0	0	0	movedto 50104
	NewAccordionDoors		1460	72doors	7,200	0	0	0	in50101
	WaterConservationDevices		1460	194units	14,000	0	0	0	movedto 50106
<b>CarrollTower</b>	AsbestosAbatement		1460	10units	10,000	0	0	0	in50101
<b>(continued)</b>	ReplaceKitchenFaucets		1460	20units	2,000	0	0	0	in50101

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:Supporting Pages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2000</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Status ofWork
	CleanVentilationSystem		1460	1system	0	30,000	0	0	bid preparatio n
	CardAccess/Intercom		1460	1system	0	79,000	75,935	2,969	underway
	DeferredPainting		1460	10units	0	5,000	5,000	0	underway
	BuildingControls		1460	N/A	0	15,000	13,584	10,563	underway
	ReplaceWaterSupplyShutoffs		1460	12units	1,250	0	0	0	in50101
	UpgradeBathsonturnaround		1460	16units	8,000	0	0	0	in50101
	Repair/ReplaceVentilationSystem		1460	1system	45,000	0	0	0	in50101
					379,450	379,000	94,519	13,532	
<b>KilmartinPlaza</b>	Fence/Walks/Paving/SiteImprove.		1450	N/A	5,000	3,000	0	0	planned
<b>012</b>	InstallGFI'sinKitchensandBaths		1460	106units	21,200	0	0	0	completed in708
	ElevatorCon trollerUpgrades		1460	2elevators	7,000	2,200	2,200	1,100	underway
	CeilingLightFixtures		1460	50units	5,000	0	0	0	cancelled
	AsbestosAbatement		1460	10units	10,000	0	0	0	in50101
	DeferredPainting		1460	20units	10,000	5,000	5,000	0	underway
	ReplaceWaterSupplyShutoffs		1460	27units	2,750	0	0	0	in50102
	UpgradeBathsonTurnaround		1460	20units	8,000	0	0	0	in50101
	CardAccess/Intercom		1460	1system	0	68,000	63,788	1,517	underway
	CleanVentilationSystem		1460	1system	7,000	0	0	0	in50101
	UpgradeVentilation		1460	2motors	1,000	0	0	0	in50102
					76,950	78,200	70,988	2,617	

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:Supporting Pages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2000</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Status ofWork
<b>ParentiVilla</b>	InvestigationofBuildingExterior		1430	N/A	10,000	0	0	0	inAuth - A&E
<b>013</b>	Repave/SealCoatParkingLot		1450	N/A	25,000	0	0	0	in50101
	Walks/paving/sitefurniture		1450	N/A	0	504	504	504	completed
	Kitchens-Cabinets/Countertops		1460	7Units	10,000	0	0	0	in50101
	NewAccordionD oors		1460	30units	3,000	0	0	0	in50101
	FireAlarmSystemUpgrade		1460	N/A	262,500	262,500	0	0	design underway
	WaterConservationDevices		1460	204units	13,580	0	0	0	in50103
	AsbestosAbatement		1460	5units	5,000	0	0	0	in50101
	ReplaceValvesonRisers		1460	6valves	2,000	0	0	0	movedto 50104
	ReplaceWaterSupplyShutoffs		1460	62units	6,250	0	0	0	movedto 50104
	CleanVentilationSystem		1460	1system	0	30,000	0	0	bid preparatio n
	CardAccess/Intercom		1460	1system	0	79,000	73,145	1,595	underway
	DeferredPainting		1460	16units	0	8,000	8,000	0	underway
	UpgradeBathsonTurnaround		1460	8Units	4,000	0	0	0	in50103
	Repair/ReplaceVentilationSystem		1460	1system	45,000	0	0	0	in50101
					386,330	380,004	81,649	2,099	
<b>DexterManorII</b>	UpgradeEntrance -CommonSpace		1460	1entrance	5,000	0	0	0	completed in708
<b>014</b>	ReplaceFloorCovering		1460	16units	12,600	0	0	0	in50101

# AnnualStatement/PerformanceandEvaluationReport

## CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)

### PartII:Supporting Pages

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2000</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Status ofWork
	InstallEnergyEfficientLighting		1460	29units	2,900	2,900	0	0	bid preparatio n
	UpgradeHandicappedUnits		1460	N/A	17,000	5,000	850	0	underway
	RetubeBoilers		1460	1boiler	15,000	0	0	0	movedto 50104
	CardAccess/Intercom		1460	1system	0	53,000	47,910	30,803	underway
	DeferredPainting		1460	10units	0	5,000	5,000	0	underway
	CleanVentilationSystem		1460	1system	10,000	30,000	0	0	bid preparatio n
	ReplaceMotorizedDampers		1460	25units	7,500	0	0	0	in50101
	AppliancePurchases		1465	10units	3,750	0	0	0	cancelled
	ReplaceFloorCovering --Admin		1470	1lobby	0	1,214	1,214	1,211	completed
					73,750	97,114	54,974	32,014	
<b>ScatteredSites</b>	Landscaping		1450	N/A	10,000	0	0	0	in50101
<b>017/021</b>	PaintBuildings(1 -17)		1460	8Units	20,000	0	0	0	in50101
	PaintBuildings(1 -21)		1460	8Units	20,000	0	0	0	in50101
	InstallReplacementWindows(1 -17)		1460	4Units	10,000	0	0	0	in50101
	RebuildPorches		1460	8Unit s	20,000	0	0	0	in50101
	InstallVinylSiding		1460	12Units	150,000	0	0	0	in50101
	VinylFlooring		1460	15Units	15,000	0	0	0	in50101
					245,000	0	0	0	

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:Supporting Pages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2000</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Status ofWork
<b>Authority-Wide</b>	Transfer to Operations		1406	N/A	900,000	900,000	900,000	900,000	complete
	Computer System Software		1408	N/A	20,000	20,000	14,640	13,533	underway
	Maint. Vehicles/Equipment		1408	N/A	0	94,404	94,404	65,889	underway
	Economic Development		1408	N/A	10,000	20,000	0	0	planned
	Living Skills Coordinator		1408	N/A	49,941	49,941	49,941	42,187	underway
	Police		1408	N/A	125,000	142,639	142,639	142,639	complete
	Security Guards		1408	N/A	20,000	4,000	20,000	2,488	underway
	FM-Dept. Communication Systems		1408	N/A	7,500	0	0	0	cancelled
	CGP Administrative Costs		1410	N/A	474,766	474,766	474,766	470,913	underway
	In-House Design		1410	N/A	148,000	159,851	159,851	159,851	complete
	A&E Fees and Costs		1430	N/A	120,000	322,765	322,765	24,057	underway
	LBP/Asbestos Testing		1430	N/A	10,000	0	0	0	cancelled
	MOD Inspection Costs		1430	N/A	81,000	92,346	92,346	92,346	complete
	Utility Surveys		1430	N/A	10,000	0	0	0	in 50101
	Identification Signs		1450		0	4,000	3,611	1,043	underway
	Tree Pruning		1450	N/A	8,000	30,000	26,100	600	underway
	Asbestos Abatement		1460	N/A	11,500	0	0	0	in 50101
	Handicapped Unit Modifications		1460	N/A	8,000	0	0	0	in 50101
	LBP Abatement		1460	N/A	5,000	0	0	0	in 50101
	Appliance Purchases		1465	11 Units	10,000	0	0	0	in 50101
	Computer Hardware		1475	N/A	25,000	75,365	75,365	47,060	underway
	Office Furnishings		1475	N/A	5,000	7,954	7,954	5656	underway
	Radios/Accessories		1475	6 Radios	5,000	23,032	23,032	13,843	underway

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:Supporting Pages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150100</b> ReplacementHousingFactorGrantNo:				FederalFYofGrant: <b>2000</b>			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories		Dev. Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Status ofWork
	Relocation		1495	N/A	5,000	0	0	0	in50101
					2,058,707	2,421,063	2,407,414	1,982,105	

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartIII: ImplementationSchedule**

PHAName:THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI			GrantTypeandNumber CapitalFundProgramNo: <b>RI43P00150100</b> ReplacementHousingFactorNo:				FederalFYofGrant:2000
DevelopmentNumber Name/HA-Wide Activities	AllFundObligated (QuarterEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
ChadBrown	3/31/02			9/30/03			
AdmiralTerrace	3/31/02			9/30/03			
RogerWilliams	3/31/02			9/30/03			
HartfordPark	3/31/02			9/30/03			
MantonHeights	3/31/02			9/30/03			
DexterManorI	3/31/02			9/30/03			
DominicaManor	3/31/02			9/30/03			
CarrollTower	3/31/02			9/30/03			
KilmartinPlaza	3/31/02			9/30/03			
ParentiVilla	3/31/02			9/30/03			
DexterManorII	3/31/02			9/30/03			
ScatteredSites	3/31/02			9/30/03			
AuthorityWide	3/31/02			9/30/03			



**Performance&EvaluationReport**

CapitalFundProgramGrantNo:

**RI43P001 50101**

## CAPITAL FUND PROGRAM TABLES START HERE

### AnnualStatement/PerformanceandEvaluationReport

### CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:

#### Summary

<b>PHAName:THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RHODEISLAND</b>		<b>GrantTypeandNumber</b> CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:		<b>FederalFYofGrant:</b> <b>2001</b>	
<input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies		<input type="checkbox"/> RevisedAnnualStatement(revisionno:    )			
<input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding:12/31/01		<input type="checkbox"/> FinalPerformanceandEvaluationReport			
LineNo	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds				
2	1406Operations	968,000	968,000	968,000	968,000
3	1408ManagementImprovementsSoftCosts	233,800	286,300	206,647	10,347
	ManagementImprovementsHardCosts				
4	1410Administration	641,393	641,393	641,393	
5	1411Audit				
6	1415LiquidatedDamages				
7	1430FeesandCosts	316,500	272,500	99,240	
8	1440SiteAcquisition				
9	1450SiteImprovement	121,946	428,000	1,200	1,200
10	1460DwellingStructures	2,462,793	2,051,739		
11	1465.1DwellingEquipment —Nonexpendable	39,500	27,000		
12	1470NondwellingStructures	25,000	89,000		
13	1475NondwellingEquipment	30,000	77,000	32,304	32,304
14	1485Demolition				
15	1490ReplacementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts	5,000	3,000		
18	1499DevelopmentActivities				
19	1502Contingency				

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:****Summary**

PHAName:THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RHODEISLAND		GrantTypeandNumber CapitalFundProgramGrantNo: RI43P00150101 ReplacementHousingFactorGrantNo:		FederalFYofGrant: 2001	
<input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies		<input type="checkbox"/> RevisedAnnualStatement(revisionno: )			
<input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding:12/31/01		<input type="checkbox"/> FinalPerformanceandEvaluationReport			
LineNo	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
	AmountofAnnualGrant:(sumoflines....)	4,843,932	4,843,932	1,948,784	1,011,851
	AmountoflineXXRelatedtoLBPActivities	10,000	10,000		
	AmountoflineXXRelatedtoSection504compliance	208,000	207,000		
	AmountoflineXXRelatedtoSecurity --SoftCosts	155,000	180,000		
	AmountofLineX XrelatedtoSecurity --HardCosts				
	AmountoflineXXRelatedtoEnergyConservationMeasures	62,000	178,300	0	0
	CollateralizationExpensesorDebtService			0	0

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost Original Revised		TotalActualCost Obligated Expended		StatusofWork
<b>ChadBrown</b>	SiteImprove. - Fence/Walks/Paving		1450	N/A	10,000	5,000	1,200	1,200	underway
<b>01</b>	Landscaping		1450	N/A	10,000	5,000	0	0	planned
	RepairSteamLines		1450	N/A	10,000	10,000	0	0	planned
	Repoint/SealExterior Masonry		1460	2bldgs .	40,000	25,000	0	0	design
	ReplaceInteriorDoors		1460	40doors	5,000	4,000	0	0	planned
	Kitchens- Cabinets/Countertops		1460	12units	22,500	15,000	0	0	underway708
	HeatingSystemUpgrade		1460	1system	650,000	0	0	0	movedto50102
	BaseboardUpgrade		1460	6units	3,000	3,000	0	0	planned
	BathroomRenovations		1460	6units	6,000	3,000	0	0	planned
	AppliancePurchases		1465	20units	12,750	8,000	0	0	underway708
					769,250	78,000	1,200	1,200	
<b>AdmiralTerrace</b>	DesignNewHeating System		1430	N/A	25,000	50,000			predesign
<b>01A</b>	SiteImprove. -Concrete Sidewalks		1450	N/A	10,000	5,000	0	0	bidpreparation
	Fence/Pavement/Furnitu re		1450	N/A	10,000	15,000	0	0	bidpreparation
	Landscaping		1450	N/A	10,000	50,000	0	0	bidpreparation

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost Original Revised		TotalActualCost Obligated Expended		StatusofWork
	RepairSteamLines		1450	N/A	20,000	10,000	0	0	planned
	Repoint/SealExterior Masonry		1460	N/A	40,000	30,000	0	0	design
	ReplaceInteriorDoors		1460	40doors	4,000	4,000	0	0	planned
	Kitchens- Cabinets/Countertops		1460	12units	22,500	15,000	0	0	beganin708
	Circulating Pump/CondensateTank		1460	1tank	0	1,500	0	0	planned
	BathroomRenovations		1460	6units	6,000	3,000	0	0	planned
	BuildingControls		1460	N/A	0	5,000	0	0	bidpreparation
	BaseboardUpgradein Bathrooms		1460	6units	3,000	0	0	0	in50103
	AppliancePurchases		1465	20units	12,750	8,000	0	0	planned
					163,250	196,500	0	0	

**AnnualStatement /PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo : <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
--	--	--	--	--	--	--	-------------------------------	--	--

Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost Original Revised		TotalActualCost Obligated Expended		StatusofWork
<b>RogerWilliams</b>	Landscaping		1450	N/A	0	8,000	0	0	planned
<b>02</b>	Paving/SealCoat ParkingLot		1450	N/A	0	20,000	0	0	planned
	ExteriorLights		1450	N/A	0	3,000	0	0	planned
	RenovateBuilding Exterior		1460	N/A	60,000	188,000	0	0	planned
	ReplaceInteriorDoors		1460	10doors	0	1,000	0	0	planned
	CommonHallway Lighting		1460	2bldgs.	0	3,000	0	0	planned
	WaterConservation Devices		1460	40units	0	2,800	0	0	planned
	Upgraded omesticHot Water		1460	1bldg.	0	5,000	0	0	planned
	ReplaceWaterSupply Shutoffs		1460	40units	0	3,000	0	0	planned
	BuildingControls		1460	N/A	0	5,000	0	0	bidpreparation
	AsbestosAbatement (Tile)		1460	N/A	0	3,000	0	0	beganin50100
	BathroomRenovations		1460	6units	4,800	3,000	0	0	planned
	Refrigerator Replacement		1465	2units	<u>4,000</u>	<u>1,000</u>	<u>0</u>	<u>0</u>	planned
					68,800	245,800	0	0	
<b>CoddingCourt</b>	RepairUnderground Sprinkler		1450	N/A	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	planned
<b>03</b>					0	5,000	0	0	

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCate gories		Dev.Acct No.	Quantity	TotalEstimatedCost Original Revised		TotalActualCost Obligated Expended		StatusofWork
<b>HartfordPark</b>	DesignNewCommunity Center		1430	N/A	50,000	0	0	0	fundedin50100
<b>04,06,019</b>	ExteriorLighting Replacement		1450	10fixtures	0	3,000	0	0	planned
	ExteriorLighting SecurityShields		1450	10shields	0	3,000	0	0	planned
	ReplaceUnderground OilTanks		1450	2tanks	0	40,000	0	0	bidpreparation
	UpgradeLandscaping		1450	N/A	10,000	5,000	0	0	planned
	PaintPhaseII&4Story Buildings		1460	19bldgs	127,643	0	0	0	complete50100
	NewEntrancestoD Building		1460	10bldgs.	40,000	60,000	0	0	planned
	Repair/ReplaceRoof Hatches		1460	30hatches	15,000	10,000	0	0	planned
	ReplaceWindows		1460	N/A	10,000	5,000	0	0	planned
	ReplaceExteriorDoors		1460	50doors	15,000	20,000	0	0	bidpreparation
	InstallBathVentFans		1460	4units	15,600	4,000	0	0	planned
	InstallBackflowValves		1460	3locations	20,000	12,000	0	0	planned
	BuildingControls		1460	N/A	0	5,000	0	0	bidpreparation
	CleanVentilation Systems		1470	1system	0	20,000	0	0	bidpreparation

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCate gories		Dev.Acct No.	Quantity	TotalEstimatedCost Original Revised		TotalActualCost Obligated Expended		StatusofWork
	UpgradeFaçadeFM Garage		1470	1garage	<u>0</u>	<u>40,000</u>	<u>0</u>	<u>0</u>	planned
					303,243	227,000	0	0	
<b>MantonHeights</b>	Fence/Walks/Paving/Sit eFurniture		1450	N/A	0	5,000	0	0	planned
<b>05</b>	NewAreawayCovers		1460	8areaways	0	10,000	0	0	planned
	NewRoofsonWood Buildings		1460	7bldgs.	32,000	180,000	0	0	planned
	PenthouseandRoof Repairs		1460	N/A	0	60,000	0	0	design
	ReplacePanicDevices		1460	12doors	10,000	5,000	0	0	planned
	BuildingControls		1460	N/A	0	5,000	0	0	bidpreparation
	Replaceheatmotorsand pumps		1460	N/A	0	10,000	0	0	planned
	RemoveAristixCeilings		1460	5units	25,000	5,000	0	0	planned
	InstallPrototypeVent Fans(Bath)		1460	3fans	<u>20,000</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	planned
					87,000	285,000	0	0	



**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplaceme ntHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
<b>DexterMa norI</b>	ConcreteSidewalks		1450	N/A	0	20,000	0	0	planned
<b>08</b>	ExteriorSecurity Lighting		1450	6fixtures	0	3,000	0	0	planned
	RepairPavilionArea		1450	1pavilion		30,000	0	0	planned
	UndergroundSprinkler System		1450	N/A		20,000	0	0	bidpreparation
	SealRepairBuilding Exterior		1460	1bldg	50,000	0	0	0	movedto50104
	BuildingExteriorDoors		1460	5doors	2,000	2,000	0	0	planned
	UpgradeKitchens		1460	3kitchens	10,000	3,000	0	0	planned
	ReplaceResilientFloor Tile		1460	15units	14,400	12,000	0	0	underway708
	InstallGFI'sinKitchens andBaths		1460	200units	5,100	16,000	0	0	bidpreparation
	InstallEnergyEfficient Lighting		1460	95fixtures		5,000	0	0	bidpreparation
	BuildingControls		1460	N/A	0	8,000	0	0	bidpreparation
	MagneticLatchesfor FireDoors		1460	N/A	2,000	2,000	0	0	planned
	UpgradeDomesticHW		1460	N/A	0	22,000	0	0	planned
	AsbestosAbatement		1460	10units	10,000	10,000	0	0	underway708
	Reconfigure HandicappedUnits		1460	2units	68,000	60,000	0	0	planned

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplaceme ntHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
	Replace Valveson Risers		1460	N/A	0	3,600	0	0	planned
	ReplaceKitchenFaucets		1460	35Units	3,500	3,500	0	0	planned
	ReplaceWaterSupply Shutoffs		1460	30Units	6,250	3,000	0	0	planned
	UpgradeBathson Turnaround		1460	6Units	6,000	3,000	0	0	planned
	UpgradeVentilation (RooftopUnits)		1460	2Motors	1,000	1,000	0	0	planned
	UpgradeCommonSpace		1470	1Lobby	0	4,000	0	0	planned
	CommunityRoom Furnishings		1475	N/A	0	5,000	0	0	bidpreparation
	PurchaseTrash Compactor		1475	N/A	0	12,000	0	0	planned
					178,250	248,100	0	0	
<b>DominicaManor</b>	UndergroundSprinkler System		1450	N/A	0	16,000	0	0	bidpreparation
<b>09</b>	AutomaticDoor Openers/Entrance		1460	1entrance	0	43,289	0	0	planned

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplaceme ntHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
	InstallRailingsinHalls		1460	N/A	0	30,000	0	0	design
	InstallEnergyEfficient Lighting		1460	30units	3,000	3,000	0	0	planned
	InstallGFI'sinKitchens andBaths		1460	50units	5,000	0	0	0	completedin 708
	AsbestosAbatement		1460	8units	8,000	8,000	0	0	underway708
	ReplaceFloorTile		1460	13units	12,000	10,000	0	0	underway708
	ReplaceKitchenFaucets		1460	28units	2,800	2,800	0	0	planned
	ReplaceWaterSupply Shutoffs		1460	50units	5,000	0	0	0	movedto 50103
	BuildingControls		1460	N/A	0	5,000	0	0	bidpreparation
	TrashChuteRepairs		1460	N/A	0	2,500	0	0	survey underway
	UpgradeVentilation		1460	1System	3,000	0	0	0	movedto 50104
	Reconfigure HandicappedUnits		1460	2units	70,000	70,000	0	0	planned
	MagneticLat chesfor FireDoors		1460	N/A	3,000	3,000	0	0	planned
	DeferredPainting		1460	24units	12,000	0	0	0	movedto 50102
	UpgradeBathson Turnaround		1460	8units	4,000	4,000	0	0	planned
	ConstructStorageShed		1470	1shed	25,000	20,000	0	0	planned
	CommunityRoom		1475	N/A	0	5,000	0	0	bidpreparation

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplaceme ntHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
	Furnishings								
					152,800	222,589	0	0	
<b>CarrollTower</b>	Fence/Walks/Paving/Sit eFurniture		1450	N/A	5,000	3,000	0	0	planned
<b>011</b>	Landscaping		1450	N/A	4,000	4,000	0	0	planned
	UndergroundIrrigation System		1450	1system	0	16,000	0	0	bidpreparation
	Kitchens- Cabinets/Countertops		1460	10units	12,000	0	0	0	planned
	InstallRailingsinHalls		1460	N/A	0	30,000	0	0	design
	NewAccordionDoors		1460	20doors	7,200	2,000	0	0	planned
	BuildingControls		1460	N/A	0	5,000	0	0	bidpreparation
	FireAlarmSystem Upgrade		1460	1system	300,000	250,000	0	0	design
	UpgradeFirePumps		1460	1pump	0	8,000	0	0	bidpreparation
<b>CarrollTower</b>	MagneticLatchesfor FireDoors		1460	N/A	1,000	1,000	0	0	planned
<b>011</b>	AsbestosAbatement (Tile)		1460	10units	10,000	5,000	0	0	begunin708
	ReplaceKitchenFaucets		1460	20units	2,000	2,000	0	0	planned
	ReplaceWaterSupply Shutoffs		1460	12units	1,250	1,250	0	0	planned

# AnnualStatement/PerformanceandEvaluationReport

## CapitalFundProgramandCapitalFundProgramReplaceme ntHousingFactor(CFP/CFPRHF)

### PartII:SupportingPages

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
	InstallBackflowValves		1460	N/A	0	5,000	0	0	planned
	UpgradeBathson turnaround		1460	16units	8,000	5,000	0	0	planned
	Repair/Replace VentilationSystem		1460	1system	0	50,000	0	0	design
	CommunityRoom Furnishings		1475	N/A	0	8,000	0	0	bidpreparation
					350,450	395,250	0	0	
<b>KilmartinPlaza</b>	Pave/SealCoatParking Lot		1450	1lot	0	50,000	0	0	planned
<b>012</b>	MagneticLatches		1460	N/A	8,000	8,000	0	0	planned
	InstallRailingsinHalls		1460	N/A	20,000	0	0	0	movedto 50104
	AsbestosAbatement		1460	10units	10,000	5,000	0	0	underway708
	WaterConservation Devices		1460	N/A	7,420	0	0	0	movedto 50104
	BuildingControls		1460	N/A	0	3,000	0	0	bidpreparat ion
	Reconfigure HandicappedUnits		1460	2units	62,000	62,000	0	0	Planned
	ReplaceWaterSupply Shutoffs		1460	27units	2,750	0	0	0	movedto 50102
	InstallBackflowValves		1460	N/A	0	8,000	0	0	planned

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplaceme ntHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
	UpgradeBathson Turnaround		1460	8units	8,000	4,000	0	0	planned
	CleanVentilation System		1460	1system	<u>0</u>	<u>20,000</u>	<u>0</u>	<u>0</u>	bidpreparation
					118,170	160,000	0	0	

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. AcctNo.	Quantity	TotalEstimatedCost Original Revised		TotalActualCost Obligated Expended		Statusof Work
<b>ParentiVilla</b>	DesignFireAlarmSystem Upgrade		1430	N/A	29,000	0	0	0	AuthWA&E
<b>013</b>	Landscaping		1450	N/A	0	5,000	0	0	planned
	Repave/SealCoatParking Lot		1450	1lot	0	50,000	0	0	planned
	UpgradeExteriorLighting		1450	N/A	0	5,000	0	0	indesign
	RoofReplacement		1460	1roof	240,000	240,000	0	0	indesign
	Kitchens- Cabinets/Countertops		1460	4units	10,000	5,000	0	0	planned
	NewAccordionDoors		1460	20units	3,000	2,000	0	0	planned
	InstallEnergyEfficient Lighting		1460	N/A	0	5,000	0	0	planned
	MagneticLatchesforFire Doors		1460	N/A	1,000	1,000	0	0	planned
	BuildingControls		1460	N/A	0	5,000	0	0	bidpreparation
	DeferredPainting		1460	20units	10,000	0	0	0	in50100
	UpgradeFirePumps		1460	1pump	0	8,000	0	0	bidpreparation
	AsbestosAbatement		1460	5units	5,000	5,000	0	0	beginin708
	ReplaceValvesonRisers		1460	8valves	2,000	0	0	0	movedto50104
	ReplaceWaterSupply Shutoffs		1460	62units	6,250	0	0	0	movedto50104
	UpgradeBathson Turnaround		1460	8units	4,000	0	0	0	movedto50103

**AnnualStatement/PerformanceandEvaluationReport**  
**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**  
**PartII:SupportingPages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. AcctNo.	Quantity	TotalEstimatedCost Original Revised		TotalActualCost Obligated Expended		Statusof Work
	Repair/ReplaceVentilation System		1460	1system	0	50,000	0	0	design
	CommunityRoom Furnishings		1475	N/A	<u>0</u>	<u>9,000</u>	<u>0</u>	<u>0</u>	bidpreparation
					310,250	390,000	0	0	



**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/C FPRHF)****PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
<b>DexterManorII</b>	ReplaceFloorCov ering		1460	10units	12,000	8,000	0	0	planned
<b>014</b>	BuildingControls		1460	N/A	0	4,000	0	0	bidpreparation
	UpgradeDomesticHot Water		1460	1system	0	20,000	0	0	planned
	ReplaceMotorized Dampers		1460	25units	7,500	7,500	0	0	planned
	UpgradeHVAC — Admin		1460	N/A	0	5,000	0	0	design
					19,500	44,500	0	0	
<b>ScatteredSites</b>	Fencing(1 -17)		1450	N/A	0	2,000	0	0	planned
<b>017/021</b>	Landscaping(1 -21)		1450	N/A	10,000	3,000	0	0	planned
	TreePruning/Removal		1450	N/A	5,000	2,000	0	0	planned
	PaintBuildings(1 -17)		1460	6units	15,000	15,000	0	0	bidpreparation
	PaintBuildings(1 -21)		1460	4units	15,000	10,000	0	0	bidpreparation
	ReplacementWindows (1-17)		1460	4units	0	5,000	0	0	planned
	RebuildPorches(1 -17)		1460	4units	0	5,000	0	0	design
	InstallVinylSiding(1 - 17)		1460	8units	131,330	80,000	0	0	design
	FloorTile(1 -17)		1460	10units	0	5,000	0	0	planned

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/C      FPRHF)****PartII:SupportingPages**

PHAName: THEHOUSING AUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionof MajorWorkCategories		Dev.Acct No.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost Obligated Expended		Statusof Work
	FloorTile(1 -21)		1460	10units	0	5,000	0	0	planned
	InstallVinylFl ooring (1-17)		1460	6units	<u>15,000</u>	<u>3,000</u>	<u>0</u>	<u>0</u>	planned
					191,330	135,000	0	0	

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:SupportingPages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. AcctNo.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
<b>Authority-Wide</b>	OperatingCosts		1406	N/A	968,000	968,000	968,000	968,000	completed
	Maint.VehiclesEquipment		1408	N/A	0	20,000	10,347	10,347	underway
	ComputerSystemSoftware		1408	N/A	20,000	60,000	0	0	planned
	EconomicDevelopment		1408	N/A	10,000	10,000	0	0	planned
	LivingSkillsCoordinator		1408	N/A	51,300	51,300	51,300	0	underway
	Police		1408	N/A	125,000	125,000	125,000	0	underway
	SecurityGuards		1408	N/A	20,000	20,000	20,000	0	underway
	FM-Dept.Communication Systems		1408	N/A	7,500	0	0	0	cancelled
	CGPAdministrativeCosts		1410	N/A	484,393	484,393	484,393	0	underway
	In-HouseDesign		1410	N/A	157,000	157,000	157,000	0	underway
	A&EFeesandCosts		1430	N/A	120,000	120,000	16,740	0	underway
	LBP/AsbestosTesting		1430	N/A	5,000	5,000	0	0	planned
	MODInspectionCosts		1430	N/A	82,500	82,500	82,500	0	underway
	UtilitySurveys		1430	N/A	5,000	15,000	0	0	planned
	TreePruning		1450	N/A	7,946	2,000	0	0	planned
	HandicappedSite Improvements		1450		0	5,000	0	0	planned
	AsbestosAbatement		1460	N/A	10,000	10,000	0	0	planned
	Elevator Improvements/Repairs		1460		0	10,000	0	0	planned
	HandicappedUnit Modifications		1460	N/A	8,000	5,000	0	0	planned

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartII:SupportingPages**

PHAName: THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RI		GrantTypeandNumber CapitalFundProgramGrantNo: <b>RI43P00150101</b> ReplacementHousingFactorGrantNo:					FederalFYofGrant: <b>2001</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. AcctNo.	Quantity	TotalEstimatedCost OriginalRevised		TotalActualCost ObligatedExpended		Statusof Work
	LBPAbatement		1460	N/A	5,000	5,000	0	0	planned
	AppliancePurchases		1465	11Units	10,000	10,000	0	0	planned
	HandicappedCommon SpaceRenov.		1470		0	5,000	0	0	planned
	ComputerHardware		1475	N/A	25,000	25,000	27,914	27,914	underway
	OfficeFurnishings		1475	N/A	5,000	8,000	630	630	underway
	Radios/WirelessAlarms		1475		0	5,000	3,760	3,760	underway
	Relocation		1495	N/A	5,000	3,000	0	0	planned
					2,131,639	2,211,193	1,947,584	1,010,651	

**AnnualStatement/PerformanceandEvaluationReport****CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)****PartIII:ImplementationSchedule**

PHAName:THEHOUSINGAUTHORITY OFTHECITYOFPROVIDENCE,RHODE ISLAND			GrantTypeandNumber CapitalFundProgramNo: <b>RI43P00150101</b> ReplacementHousingFactorNo:				FederalFYofGrant:2001
DevelopmentNumber Name/HA-Wide Activities	AllFundObligated (QuarterEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
ChadBrown	3/31/03			9/30/04			
AdmiralTerrace	3/31/03			9/30/04			
RogerWilliams	3/31/03			9/30/04			
HartfordPark	3/31/03			9/30/04			
MantonHeights	3/31/03			9/30/04			
DexterManorI	3/31/03			9/30/04			
DominicaManor	3/31/03			9/30/04			
CarrollTower	3/31/03			9/30/04			
KilmartinPlaza	3/31/03			9/30/04			
ParentiVilla	3/31/03			9/30/04			
DexterManorII	3/31/03			9/30/04			
ScatteredSites	3/31/03			9/30/04			
AuthorityWide	3/31/03			9/30/04			

**PageIntentionallyLeftBlank**

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

**Five-Year Action Plan**  
**Part I: Summary**  
**Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577 --0157 (exp. 7/31/98)

HAName: PROVIDENCE HOUSING AUTHORITY	Locality: (City / County & State) PROVIDENCE, RI	<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Revision No: ____
---	---	--	--

A. Development Number/Name	Work Stmt. for Year 1 FFY: 2002	Work Statement for Year 2 FFY: 2003	Work Statement for Year 3 FFY: 2004	Work Statement for Year 4 FFY: 2005	Work Statement for Year 5 FFY: 2006
RI43P001001 –Chad Brown	See  Annual Statement	185,000	110,000	103,000	213,000
RI43P00101A –Admiral Terrace		832,000	186,616	224,000	663,409
RI43P001002 –Roger Williams		8,000	79,462	30,733	123,000
RI43P001003 –Coddington Court		10,000	5,000	23,000	5,000
RI43P001004/6/19 –Hartford Park		32,000	283,000	643,000	174,000
RI43P001005 –Manton Heights		36,000	74,000	79,000	191,000
RI43P001007 –Sunset Village		2,000	9,000	5,000	10,000
B. Physical Improvements Subtotal		2,330,894	2,278,628	2,317,899	2,297,575
C. Management Improvements		274,500	294,500	274,500	294,500
D. HA -Wide Nondwelling Structures & E. Equipment					
E. Administration		635,766	639,266	644,266	644,266
F. Other		212,500	235,000	215,000	215,000
G. Operations		968,000	968,000	968,000	968,000
H. Demolition					
I. Replacement Reserve					
J. Mod Used for Development					
K. Total CGP Funds		4,421,660	4,415,394	4,419,665	4,419,341
L. Total Non -CGP Funds		0	0	0	0
M. Grand Total					

Signature of Executive Director	Date:	Signature of Public Housing Director / Office of Native American Program Administrator	Date:
---------------------------------	-------	--	-------



**Five-Year Action Plan**  
**Part I: Summary** (Continuation)  
 Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577 --0157 (exp. 7/31/98)

HAName: PROVIDENCE HOUSING AUTHORITY		Locality: (City/County & State) PROVIDENCE, RI			<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No: 1	
A. Development Number/Name	Work Stmt. for Year 1 FFY: 2002	Work Statement for Year 2 FFY: 2003	Work Statement for Year 3 FFY: 2004	Work Statement for Year 4 FFY: 2005	Work Statement for Year 5 FFY: 2006	
RI43P001008 –Dexter Manor I	See Annual Statement	389,500	183,500	183,500	15,000	
RI43P001009 –Dominica Manor		39,394	195,800	106,800	189,800	
RI43P001011 –Carroll Tower		95,000	569,500	42,000	52,000	
RI43P001012 –Kilmartin Plaza		245,000	58,000	24,000	91,000	
RI43P001013 –Parenti Villa		108,000	93,000	504,500	75,000	
RI43P001014 –Dexter Manor II		158,000	89,750	102,000	144,000	
RI43P001017/021 –Scattered Sites		6,000	215,000	180,000	155,000	
Authority Wide		185,000	127,000	67,366	196,366	

## Five-Year Action

## Part II: Supporting Pages

## Physical Needs Work Statement(s)

## Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577 --0157 (exp. 7/31/98)

Work Statement for Year 1 FFY: <u>2002</u>	Work Statement for Year <u>2</u> FFY: <u>2003</u>			Work Statement for Year <u>3</u> FFY: <u>2004</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<u>RI43P001001</u> CHADBROWN			<u>RI43P001001</u> CHADBROWN		
	Landscaping	N/A	5,000	Fence/Walks/Paving/Site Furniture	N/A	10,000
	Repoint/Seal Exterior Masonry	2 bldgs	25,000	Repoint/Seal Exterior Masonry	2 bldgs	25,000
	Replace Screens	N/A	5,000	Landscaping	N/A	5,000
	Deferred Painting	10 units	8,000	Deferred Painting	13 units	8,000
	Interior Doors	40 doors	5,000	Repair/Replace Exterior Doors	25 doors	10,000
	Kitchens - Cabinets/Countertops	12 units	15,000	Interior Doors	40 doors	5,000
	Replace Floor Tiles	5 units	5,000	Kitchens - Cabinets/Countertops	12 units	15,000
	Baseboard Upgrade in bath	6 units	3,000	Replace Floor Tiles	5 units	5,000
	Bathroom Renovations	6 units	6,000	GFIs in Kitchens	50 units	5,000
	Appliance Purchase	10 units	8,000	Building Controls	N/A	5,000
	Heating System Upgrade	N/A	100,000	Baseboard Upgrade in bath	6 units	3,000
			185,000	Bathroom Renovations	6 units	6,000
				Appliance Purchase	10 units	8,000
						110,000
	<u>RI43P00101A</u> ADMIRAL TERRACE			<u>RI43P00101A</u> ADMIRAL TERRACE		
	Heating System Upgrade	N/A	750,000	Fence/Walks/Paving/Site Furniture	N/A	10,000
	Replace/Repair HW Boiler	1 boiler	25,000	Fire Hoses & Extinguishers	N/A	1,000
	Deferred Painting	12 units	10,000	Circulating pumps/condensate tank	N/A	8,616
	Bathroom Renovations	6 units	6,000	Kitchens - Cabinets/Countertops	8 units	10,000
	Baseboard Upgrade in bathroom	6 units	3,000	Deferred Painting	12 units	10,000
	Appliance Purchase	10 units	8,000	Bathroom Renovations	6 units	6,000
	Repoint/Seal Exterior Masonry	2 bldgs	25,000	Baseboard Upgrade in bathroom	6 units	3,000
	Replace Floor Tile	5 units	5,000	Appliance Purchase	10 units	8,000
			832,000	Install Energy Efficient Lighting	N/A	10,000
				Repoint/Seal Exterior Masonry	2 bldgs	25,000
				Interior Doors	40 doors	5,000
				Replace Floor Tile	10 units	10,000
				Construct FM Storage Addition	N/A	80,000
						186,616
Total of Estimated Cost			1,017,000	Subtotal of Estimated Cost		296,616

Five-Year Action Plan  
Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMBApprovalNo.2577 --0157(exp.7/31/98)

Work Statement for Year1 FFY: _ 2002 _	Work Statement for Year ____ 2 ____ FFY: ____ 2003 ____			Work Statement for Year ____ 3 ____ FFY: ____ 2004 ____		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<u>RI43P001002</u> ROGER WILLIAMS			<u>RI43P001002</u> ROGER WILLIAMS		
See	Site Improvements/Fence/Walks/Pavement Deferred Painting	N/A 4 units	5,000 <u>3,000</u> 8,000	Site Improvements/Fence/Walks/Paving Replace Boilers Deferred Painting Bathroom Renovations	N/A 2 boilers 4 units 3 baths	5,000 68,462 3,000 <u>3,000</u> 79,462
Annual						
Statement	<u>RI43 P001003</u> CODDING COURT			<u>RI43P001003</u> CODDING COURT		
	Building Controls Install Backflow Valves	N/A N/A	5,000 <u>5,000</u> 10,000	Landscaping	N/A	<u>5,000</u> 5,000
				<u>RI43P001004.006.019</u> HARTFORD PARK		
	<u>RI43P001004.006.019</u> HARTFORD PARK			Site Improvements Building Signs Deferred Painting Vinyl Side 2nd floors Replace Floor Tile Building Controls Retube Boilers Replace Condensate Pumps Install bath vent fans	N/A N/A 10 units 11 bldgs 10 units N/A N/A N/A 10 units	5,000 5,000 8,000 210,000 10,000 10,000 5,000 20,000 <u>10,000</u> 283,000
	Deferred Painting Install bath vent fans Install Backflow Valves Purchase Trash Compactor	10 units 5 units N/A 1 compactor	8,000 5,000 1,000 <u>18,000</u> 32,000			
				<u>RI43P001005</u> MANTON HEIGHTS		
	Construct New Stairs/Railings Deferred Painting Remove Aristix ceilings Install Prototype event fan unit (bath) Replace Floor Tiles Admin/Bldg Community Center Renovation	N/A 4 units 5 units 5 units 3 units N/A	8,000 3,000 5,000 5,000 3,000 <u>12,000</u> 36,000	Deferred Painting Replace Screens Replace Heat Motors & Pumps Remove Aristix Ceilings Install Prototype Vent Fan Unit Replace Floor Tiles Construct Storage Shed	4 units N/A N/A 8 units 5 units 3 units 1 shed	3,000 10,000 10,000 8,000 5,000 3,000 <u>35,000</u> 74,000
	<b>Subtotal of Estimated Cost</b>		<b>86,000</b>	<b>Subtotal of Estimated Cost</b>		<b>441,462</b>

Five-Year Action Plan  
Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577 --0157 (exp. 7/31/98)

Work Statement	Work Statement for Year <u>2</u> FFY: <u>2003</u>			Work Statement for Year <u>3</u> FFY: <u>2004</u>		
for Year1 FFY: <u>2002</u>	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	<u>RI43P001007</u> SUNSET VILLAGE			<u>RI43P001007</u> SUNSET VILLAGE		
See	Building Controls	N/A	<u>2,000</u> 2,000	Site Improvements Deferred Painting	N/A 8 units	4,000 <u>5,000</u> 9,000
Annual						
Statement	<u>RI43P001008</u> DEXTER MANORI			<u>RI43P001008</u> DEXTER MANORI		
	Fencing	N/A	10,000			
	Landscaping	N/A	8,000	Seal Repair Building Exterior	1 bldg	50,000
	Install Railings in Halls	N/A	25,000	Exterior Doors	7 doors	3,000
	Replace Kitchen Faucets	28 units	3,500	Deferred Painting	16 units	10,000
	Replace Water Supply Shutoffs	28 units	4,000	Unit Locks	15 units	2,000
	Replace floor tile	12 units	10,000	Upgrade kitchens	8 units	10,000
	Asbestos Abatement	10 units	10,000	Replace Kitchen Faucets	28 units	3,500
	Upgrade Baths on turnaround	6 units	6,000	Replace Water Supply Shutoffs	28 units	4,000
	Upgrade Ventilation (Rooftop Units)	1 unit	1,000	Replace floor tile	12 units	10,000
	Renovate Heating System (New)	1 system	300,000	Asbestos Abatement	10 units	10,000
	Upgrade Stairwells	3 stairs	<u>12,000</u> 389,500	Reconfigure Handicapped Units	2 units	80,000
				Upgrade Ventilation (Rooftop Units)	1 unit	<u>1,000</u> 183,500
	<u>RI43P001009</u> DOMINICAMANOR			<u>RI43P001009</u> DOMINICAMANOR		
	Install energy efficient lighting	N/A	4,594	Landscaping	N/A	5,000
	Asbestos Abatement	7 units	7,000	Install Energy Efficient Lighting	N/A	3,000
	Replace Floor Tile	9 units	8,000	Asbestos abatement	10 units	10,000
	Deferred Painting	13 units	8,000	Replace Floor Tile	10 units	8,000
	Replace Kitchen Faucets	22 units	2,800	Water Conservation Devices	N/A	10,000
	Replace Water Supply Shutoffs	38 units	5,000	Replace Kitchen Faucets	22 units	2,800
	Upgrade Baths on turnaround	4 units	<u>4,000</u> 39,394	Reconfigure Handicapped Units	2 units	80,000
				Deferred Painting	13 units	8,000
				Replace Water Supply Shutoffs	N/A	5,000
				Upgrade Baths on turnaround	4 units	4,000
				Upgrade Ventilation	1 system	50,000
				Card Access/Intercom	N/A	<u>10,000</u> 195,800
Subtotal of Estimated Cost			430,894	Subtotal of Estimated Cost		388,300

Five-Year Action Plan  
Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMBApprovalNo.2577 --0157(exp.7/31/98)

Work Statement for Year1 FFY: <u>2002</u>	Work Statement for Year <u>2</u> FFY: <u>2003</u>			Work Statement for Year <u>3</u> FFY: <u>2004</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See  Annual  Statement	<u>RI43P001011</u> CARROLLTOWER			<u>RI43P001011</u> CARROLLTOWER		
	Deferred Painting New Accordion Doors Repair Exterior Masonry Finish Replace Kitchen Faucets Upgrade Baths on turnaround	8 units 24 doors 1 bldg 16 units 5 baths	5,000 3,000 80,000 2,000 <u>5,000</u> 95,000	Kitchens-Cabinets/Countertops Fence/Walks/Paving/Site furniture Landscaping Repair/Repave Parking Lot Unit Reconfiguration Replace Generator Asbestos Abatement Deferred Painting Replace Kitchen Faucets Replace Water Supply Shutoffs Upgrade baths on turnaround Replace Valves on Risers Repair PVI Hot Water Tank	194 units N/A N/A 1 lot 2 units 1 gen. 10 units 8 units 16 units 60 units 5 units N/A 1 tank	400,000 5,000 5,000 20,000 5,000 60,000 10,000 5,000 2,000 15,000 5,000 30,000 <u>7,500</u> 569,500
	<u>RI43P001012</u> KILMARTIN PLAZA			<u>RI43P001012</u> KILMARTIN PLAZA		
	Design Fire Alarm System Upgrade Fire Alarm System Upgrade Asbestos Abatement Replace Screens Deferred Painting Replace Water Supply Shutoffs Upgrade Baths on turnaround	N/A 1 system 5 units N/A 8 units 15 units 3 baths	25,000 200,000 5,000 5,000 5,000 2,000 <u>3,000</u> 245,000	Fence/Walks/Paving/ Site Improvements Landscaping Asbestos Abatement Install Railings in Halls Deferred Painting Replace Water Supply Shutoffs Upgrade Baths on turnaround Water Conservation Devices Building Controls	N/A N/A 5 units N/A 8 units 15 units 3 units N/A N/A	5,000 5,000 5,000 20,000 5,000 2,000 3,000 8,000 <u>5,000</u> 58,000
	<b>Subtotal of Estimated Cost</b>		<b>340,000</b>	<b>Subtotal of Estimated Cost</b>		<b>627,500</b>

Five-Year Action Plan  
Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577 —0157 (exp. 7/31/98)

Work Statement for Year1 FFY: <u>2002</u>	Work Statement for Year <u>2</u> FFY: <u>2003</u>			Work Statement for Year <u>3</u> FFY: <u>2004</u>			
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	
	<u>RI43P001013</u> PARENTIVILLA			<u>RI43P001013</u> PARENTIVILLA			
See	Deferred Painting	8 units	5,000	Landscaping	N/A	5,000	
	Repair Exterior Masonry	1 bldg	80,000	New Accordion Doors (Closet)	16 units	2,000	
Annual	Kitchens-Cabinets/Countertops	3 units	4,000	Unit Reconfiguration	2 units	5,000	
	Install Energy Efficient Lighting	N/A	5,000	Asbestos Abatement	5 units	5,000	
	Asbestos Abatement	5 units	5,000	Deferred Painting	8 units	5,000	
Statement	Upgrade Baths on turn around	4 units	4,000	Replace valves on risers	N/A	30,000	
	Water Conservation Devices	N/A	<u>5,000</u>	Replace Water Supply Shutoffs	200 units	20,000	
			108,000	Upgrade Baths on turn around	4 baths	4,000	
				Repair PVI Hot Water Tank	1 tank	7,000	
				Repair/Replace Ventilation System	N/A	<u>10,000</u>	
						93,000	
	<u>RI43P001014</u> DEXTERMANOR II			<u>RI43P001014</u> DEXTERMANOR II			
	Replace Roof	1 roof	120,000	Replace Exit Doors	4 doors	3,000	
	Replace Screens	N/A	10,000	Seal/Repair Building Exterior	1 bldg	50,000	
	Replace Floor Covering	5 units	4,000	Replace Floor Covering	5 units	4,000	
	Replace Vanities	20 units	5,000	Replace Vanities	20 units	5,000	
	Replace Drop Ceilings (Kitchen & Bath)	10 units	4,000	Replace Drop Ceilings (Kitchen & Bath)	10 units	4,000	
	Building Controls	N/A	5,000	Retube Boilers	N/A	15,000	
	Deferred Painting	8 units	5,000	Deferred Painting	8 units	5,000	
	Upgrade HVAC -Admin	N/A	<u>5,000</u>	Appliance Purchase	5 units	<u>3,750</u>	
			158,000			89,750	
Subtotal of Estimated Cost			266,000	Subtotal of Estimated Cost			182,750

Five-Year Action Plan  
Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMBApprovalNo.2577 --0157(exp.7/31/98)

[illegible]

Five-Year Action Plan  
Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMBApprovalNo.2577 —0157(exp.7/31/98)

<div><div></div><div>Work Statement</div><div>for Year1 FFY:_<u>2002</u>_</div></div>	WorkStatementforYear <u>  4  </u> FFY:_ <u>  2005  </u> _			WorkStatementforYear <u>  5  </u> FFY:_ <u>  2006  </u> _		
	DevelopmentNumber/Name/GeneralDescriptionof MajorWorkCategories	Quantity	EstimatedCost	DevelopmentNumber/Name/GeneralDescriptionof MajorWorkCategories	Quantity	EstimatedCost
	<u>RI43P001001</u> <b>CHADBROWN</b>			<u>RI43P001001</u> <b>CHADBROWN</b>		
<b>See</b>	Kitchens –Cabinets/Countertops	12Units	15,000	RedesignParking/Drainage	N/A	200,000
	Repoint/SealExteriorMasonry	2bldgs	25,000	ReplaceFloorTile	5Units	5,000
<b>Annual</b>	ReplaceGutters/Guards	N/A	15,000	DeferredPainting	10Units	8,000
	Landscaping	N/A	5,000			213,000
	DeferredPainting	10units	8,000			
<b>Statement</b>	Replacewindows	2units	5,000			
	InteriorDoors	40doors	5,000			
	ReplaceFloorTile	5units	5,000			
	GFIsinKitchen	40Units	5,000			
	SecurityLighting	15fixtures	5,000			
	BaseboardUpgrade	6units	3,000			
	BathroomRenovations	6units	6,000			
	FireHoses&Extinguishers	N/A	1,000			
			103,000			
	<u>RI43P00101A</u> <b>ADMIRAL TERRACE</b>			<u>RI43P00101A</u> <b>ADMIRALTERRACE</b>		
	Fence/walks/paving/sitefurniture	N/A	30,000	RedesignParking/Drainage	N/A	100,000
	Repoint/SealExteriorMasonry	2bldgs	25,000	ReplaceFloorTiles	8units	8,409
	Landscaping	N/A	25,000	RetubeBoilers	N/A	45,000
	Kitchens –Cabinets/Counters	8	10,000	ReplaceWindowsinAdminBuilding	1bldg	60,000
	Repair/ReplaceGutters&AddGuards	N/A	15,000	New AdminBldg	N/A.	450,000
	ReplaceWindows	2units	5,000			663,409
	InteriorDoors	40doors	5,000			
	ReplaceFloorTiles	10units	10,000			
	BuildingControls	N/A	20,000			
	Replace/RepairHWBoilers	N/A	30,000			
	DeferredPainting	12units	10,000			
	BathroomRenovations	6units	6,000			
	BaseboardUpgradeinbathoom	6Units	3,000			
	RetileNon -dwellingSpace	N/A	30,000			
			224,000			
	<b>SubtotalofEstimatedCost</b>		<b>327,000</b>	<b>SubtotalofEstimatedCost</b>		<b>876,409</b>



Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577 --0157 (exp. 7/31/98)

Work Statement for Year 1 FFY: <u>2002</u>	Work Statement for Year <u>4</u> FFY: <u>2005</u>			Work Statement for Year <u>5</u> FFY: <u>2006</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	<u>RI43P001002</u> ROGER WILLIAMS			<u>RI43P0010 02</u> ROGER WILLIAMS		
See	Landscaping	N/A	5,000	Seal Exterior Masonry	2 bldgs	40,000
	Deferred Painting	4 units	3,000	Deferred Painting	4 units	3,000
	Repair/Replace Smoke Hatches	N/A	6,733	Bath Vent Fans	30 units	5,000
Annual	Window Replacement	5 windows	2,000	Upgrade Domestic HW	2 tanks	25,000
	Building Controls	N/A	5,000	Construct Maintenance Storage Building	1 bldg	<u>50,000</u>
Statement	Replace Condensate Tank	1 tank	3,000			123,000
	Bathroom Renovations	3 baths	3,000			
	Refrigerator Replacement	7 refriger.	2,500			
	Fire Hoses & Extinguishers	N/A	<u>500</u>			
			30,733			
	<u>RI43P001003</u> CODDING COURT			<u>RI43P001003</u> CODDING COURT		
	Replace Windows	8 windows	3,000	Landscaping/Site Work	N/A	<u>5,000</u>
	Building Controls	N/A	10,000			5,000
	Community Center Furnishings	N/A	<u>10,000</u>			
			23,000			
	<u>RI43P001004.006.019</u> HARTFORD PARK			<u>RI43P001004.006.019</u> HARTFORD PARK		
	Barry Road Parking Improvements	N/A	500,000	Site Improvements	N/A	50,000
	Deferred Painting	10 units	8,000	Deferred Painting	10 units	8,000
	Paint Phase III Buildings	11 bldgs	100,000	Replace Exterior Doors	3 doors	1,000
	Replace Windows	25 windows	10,000	Replace Screens	N/A	5,000
	Install bath vent fans	10 units	10,000	Replace Floor Tiles	10 units	10,000
	Exterior Lighting Replacement	15 lights	5,000	Trash Chute Cleaning & Repairs	1 chute	10,000
	Card Access/Intercom	N/A	5,000	Replace/Upgrade Generators	1 generator	80,000
	Fire Hoses & Extinguishers	N/A	<u>5,000</u>	Install Bath Vent Fans	10 units	<u>10,000</u>
			643,000			174,000
	<b>Subtotal of Estimated Cost</b>		<b>696,733</b>	<b>Subtotal of Estimated Cost</b>		<b>302,000</b>

Five-Year Action Plan  
Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577 --0157 (exp. 7/31/98)

Work Statement for Year1 FFY: <u>2002</u>	Work Statement for Year <u>4</u> FFY: <u>2005</u>			Work Statement for Year <u>5</u> FFY: <u>2006</u>			
	DevelopmentNumber/Name/GeneralDescriptionof MajorWorkCategories	Quantity	EstimatedCost	DevelopmentNumb er/Name/GeneralDescription of MajorWorkCategories	Quantity	EstimatedCost	
See  Annual  Statement	<u>RI43P001005</u> MANTONHEIGHTS			<u>RI43P001005</u> MANTONHEIGHTS			
	DeferredPainting	6units	5,000	Landscaping	N/A	5,000	
	WindowReplacement	20windows	8,000	Fence/Walks/Paving/SiteFurniture	N/A	15,000	
	ReplaceFloorTiles	3units	3,000	SealExteriorMasonry	N/A	50,000	
	WaterConservationDevices	N/A	10,000	DeferredPainting	6units	5,000	
	RemoveAristixCeilings	8units	8,000	ReplaceFloorTiles	N/A	3,000	
	InstallPrototypeVentFanUnit(Bath)	5units	5,000	RemoveAristixCeilings	8units	8,000	
	ReplaceExitSigns/EmergencyLighting	N/A	5,000	InstallPrototypeVentFanUnit	5units	5,000	
	RetubeDHWCoils	1system	10,000	UpgradeHeatingSystem	N/A	<u>100,000</u>	
	FurnitureforCommunityCenter	N/A	5,000			191,000	
	Repair/ReplaceCommunityCenterRoof	1roof	<u>20,000</u>				
			<u>79,000</u>				
	<u>RI43P001007</u> SUNSETVILLAGE			<u>RI43P001007</u> SUNSETVILLAGE			
	DeferredPain ting	7units	<u>5,000</u>	RefurbishParkingLotWalkways	N/A	5,000	
			<u>5,000</u>	DeferredPainting	7units	<u>5,000</u>	
	<u>RI43P001008</u> DEXTERMANORI					10,000	
	ConcreteSidewalks	N/A	10,000				
	ExteriorSecurityLighting	15fixtures	5,000	<u>RI43P001008</u> DEXTERMANORI			
	Fencing	N/A	20,000	ReplaceInteriorDoors	80doors	10,000	
	RepaveParkingLot	N/A	70,000	TrashChuteCleaning&Repairs	1chute	<u>5,000</u>	
	WindowReplacement	12windows	5,000			15,000	
	ReplaceInteriorDoors	24doors	3,000				
	Upgradekitchens	8kitchens	10,000				
	ReplaceKitchenFaucets	80units	3,500				
	ReplaceWaterSupplyShutoffs	28units	4,000				
	Replacefloortile	12units	10,000				
	Buildingcontrols	N/A	10,000				
	AsbestosAbatement	10units	10,000				
	Upgradebathsonturnaround	6units	6,000				
	CleanVentilationSystem	N/A	10,000				
UpgradeVentilation(RooftopUnits)	N/A	1,000					
FireHoses&Extinguishers	N/A	1,000					
CommunityRoomFurnishings	N/A	<u>5,000</u>					
		183,500					
SubtotalofEstimatedCost			267,500	SubtotalofEstimatedCost			216,000

Five-Year Action Plan  
Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577 —0157 (exp. 7/31/98)

Work Statement for Year1 FFY: <u>2002</u>	Work Statement for Year <u>4</u> FFY: <u>2005</u>			Work Statement for Year <u>5</u> FFY: <u>2006</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	<u>RI43P001009</u> DOMINICAMANOR			<u>RI43P001009</u> DOMINICAMANOR		
	Site Work — Walks & Site Furniture	N/A	10,000	Site Improvements	N/A	59,000
See	Deferred Painting	13 units	8,000	Install energy efficient lighting	N/A	3,000
	Seal Coat Parking Lot	N/A	10,000	Replace Kitchen Faucets	22 units	2,800
Annual	Install energy efficient lighting	N/A	3,000	Replace Water Supply Shutoffs	25 units	5,000
	Trash Chute Replacement	1 chute	40,000	Replace Floor Tile	10 units	8,000
	Building Controls	N/A	10,000	Trash Chute Cleaning & Upgrade	N/A	50,000
Statement	Replace Floor Tile	10 units	8,000	Deferred Painting	13 units	8,000
	Replace Kitchen Faucets	22 units	2,800	Upgrade Baths on turn around	8 units	4,000
	Replace Water Supply Shutoffs	25 units	5,000	Replace Valves on Risers	N/A	40,000
	Upgrade Baths on turn around	8 units	4,000	Upgrade Community Room	N/A	10,000
	Upgrade Ventilation	N/A	3,000			189,800
	Community room Furnishings	N/A	3,000			
			106,800			
	<u>RI43P001011</u> CARROLLTOWER			<u>RI43P001011</u> CARROLLTOWER		
	Deferred Painting	8 units	5,000	Fence/Walks/Paving/Site Furniture	N/A	
	Replace Windows	15 wind.	5,000	Landscaping	N/A	5,000
	New Accordion Doors	24 doors	3,000	Deferred Painting	8 units	5,000
	Building Controls	N/A	10,000	Trash Chute Cleaning & Repairs	1 chute	5,000
	Replace Kitchen Faucets	16 units	2,000	Water Conservation Devices	N/A	10,000
	Upgrade Baths on turn around	5 units	5,000	Asbestos Abatement	10 units	10,000
	Common Space Renovations	N/A	10,000	Replace Kitchen Faucets	80 units	10,000
	Fire Hoses & Extinguishers	N/A	2,000	Upgrade Bath on Turnaround	2 units	2,000
			42,000			5,000
						52,000

Five-Year Action Plan  
Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMB Approv al No. 2577 —0157 (exp. 7/31/98)

<div><div></div><div>Work Statement</div><div>for Year1 FFY: _<u>2002</u>_</div></div>	<div>WorkStatementforYear<u>  4  </u></div> <div>FFY:_<u>2005</u>_</div>			<div>WorkStatementforYear<u>  5  </u></div> <div>FFY:_<u>2006</u>_</div>		
	DevelopmentNumber/Name/GeneralDescriptionof MajorWorkCategories	Quantity	EstimatedCost	DevelopmentNumber/Name/GeneralDescription of MajorWorkCategories	Quantity	EstimatedCost
	<u>RI43P001012</u> <u>KILMARTINPLAZA</u>			<u>RI43P001012</u> <u>KILMARTINPLAZA</u>		
	Fence/Walks/Paving/SiteFurniture	N/A		DeferredPainting	8units	5,000
	WindowReplac ement	15windows	5,000	ReplaceScreens	N/A	5,000
	DeferredPainting	8units	5,000	Replace/UpgradeGenerator	1gen.	50,000
	AsbestosAbatement	5units	5,000	TrashChuteCleani ng&Repairs	1chute	10,000
	ReplaceWaterSupplyShutoffs	15units	2,000	AsbestosAbatement	5units	5,000
	UpgradeBathsonturnaround	3baths	3,000	AddheattoBathrooms	20units	5,000
	FireHoses&Extinguishers	N/A	1,000	ReplaceWaterSupplyShutoffs	15units	2,000
	UpgradeVentilation(RooftopUnits)	N/A	1,000	UpgradeBathsonturnaround	3baths	3,000
	CommunityRoomFurnishings	N/A	<u>2,000</u>	RepairPVIHotWaterTank	1tank	<u>6,000</u>
						91,000
	<u>RI43P001013</u> <u>PARENTIVILLA</u>			<u>RI43P001013</u> <u>PARENTIVILLA</u>		
	Kitchens-Cabinets/Countertops	194units	400,000	Fencing	N/A	5,000
	NewAccordionDoors	16doors	2,000	DeferredPainting	8units	5,000
	WindowReplacement	15windows	5,000	Replacegenerator	1gen.	60,000
	DeferredPainting	8units	5,000	UndergroundIrrigationSystem	N/A	<u>5,000</u>
	InstallRailingsinHalls	N/A	40,000			75,000
	TrashChuteCleaning&Repairs	1chute	20,000			
	BuildingControls	N/A	5,000			
	AsbestosAbatement	5units	5,000			
	ReplaceWaterSupplyShutoffs	34units	4,500			
	ReplaceFaucets	80units	10,000			
	UpgradeBathsonturnaro und	4baths	4,000			
	FireHoses&Extinguishers	N/A	1,000			
	CommunityRoomFurnishings	N/A	<u>3,000</u>			
			504,500			
<b>SubtotalofEstimatedCost</b>			<b>528,500</b>	<b>SubtotalofEstimatedCost                 166,000</b>		

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577 --0157 (exp. 7/31/98)

Work Statement For Year1 FFY: <u>2002</u>	Work Statement for Year <u>4</u> FFY: <u>2005</u>			Work Statement for Year <u>5</u> FFY: <u>2006</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	<u>RI43P001014</u> DEXTERMANORII			<u>RI43P001014</u> DEXTERMANORII		
	Fence/Walks/Paving/Site Furniture	N/A	35,000	Replace Exterior Doors	30 units	6,000
See	Repave Parking Lot	N/A	25,000	ReplacelInteriorDoors	80 doors	10,000
	Window Replacement	15 windows	5,000	Replace Floor Covering	5 units	4,000
Annual	Replace Floor Covering	5 units	4,000	Replace Vanities	20 units	5,000
	Replace vanities	20 units	5,000	Replace Drop Ceilings (Kitchen & Bath)	10 units	4,000
Statement	Unit Locks	104 units	8,000	Install Energy Efficient Lighting	N/A	10,000
	Replace Drop Ceilings (Kitchen & Bath)	10 units	4,000	Make Bath Floor Watertight	91 units	100,000
	Repair/Replace Unit Heaters/Fan Coils	10 heaters	10,000	Deferred Painting		<u>5,000</u>
	Deferred Painting	8 units	5,000			144,000
	Fire Hoses & Extinguishers	N/A	<u>1,000</u>			
			102,000			
	<u>RI43P001017.021</u> SCATTERED SITES			<u>RI43P001017.021</u> SCATTERED SITES		
	Driveway/Walkway Repair	N/A	10,000	Landscaping (1 -21)	N/A	5,000
	Paint Buildings (Duplex) (1 -17)	5 units	15,000	Fencing (1 -17)	N/A	10,000
	Paint Buildings (Duplex) (1 -21)	5 units	15,000	Deferred Painting	20 units	20,000
	Replacement Windows (1 -17)	5 units	15,000	Painting Buildings (Duplex) (1 -17)	6 units	20,000
	Vinyl Side Structures (1 -17)	6 units	60,000	Painting Buildings (Duplex) (1 -21)	6 units	20,000
	Gutter Guards (1 -17)	N/A	5,000	Replacement Windows (1 -17)	5 units	15,000
	Renovate Bathrooms (1 -17)	20 baths	20,000	Vinyl Side Structures (1 -17)	6 units	60,000
	Renovate Bathrooms (1 -21)	20 baths	20,000	Install Vinyl Flooring (1 -17)	N/A	<u>5,000</u>
	Replace Floor Tile (1 -17)	10 units	15,000			155,000
	Install Vinyl Flooring (1 -17)	N/A	<u>5,000</u>			
			180,000			

Five-Year Action Plan  
Part II: Supporting Pages  
Physical Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMBApprovalNo.2577 --0157(exp.7/31/98)

[illegible]

Five-Year Action Plan  
Part III: Supporting Pages  
Management Needs Work Statement(s)  
Comprehensive Grant Program (CGP)

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

OMBApprovalNo.2577 --0157(exp.7/31/98)

[illegible]

OMBApprovalNo.2577 --0157(exp.7/31/98)

1,262,500
-----------



### Statement of Progress for the PHA's Five Year Plan

This section of the PHA's Annual Plan analyzes the progress made by the PHA in meeting the objectives set forth in its five year plan. The status of each objective has been reviewed and is rated based on the following criteria:

<b>Completed</b>	The objective has been satisfactorily completed. (In some cases the objective may still have to be completed again in subsequent years.)
<b>Not Yet Begun</b>	Work on the objective has not yet begun, but was not scheduled to commence at this time.
<b>In Progress</b>	Work on this project has begun and is proceeding in a manner deemed acceptable to the Department Director and the Executive Director.
<b>Not Yet Begun (problem)</b>	Work on the objective has not yet begun, but it should have begun by this date.
<b>In Progress (problem)</b>	Work on this objective is in progress, but not at a level acceptable to the Department Director and/or the Executive Director.
<b>Barrier (problem)</b>	Work on this objective cannot be completed due to an external barrier.
<b>Ongoing</b>	Work on this objective is scheduled to be completed on an ongoing basis and is being addressed satisfactorily.
<b>Ongoing (problem)</b>	Work on this objective is scheduled to be completed on an ongoing basis but is not being addressed satisfactorily.
<b>Ongoing Barrier (problem)</b>	Work on this objective cannot be completed due to an external barrier.
<b>Obsolete</b>	This objective has been deemed obsolete for reasons acceptable to both the Department Director and the Executive Director.
<b>Resolved</b>	This objective has been deemed resolved by means other than those originally spelled out in the goals management plan for reasons acceptable to both the Department Director and the Executive Director.

DEPARTMENT	Time Bound							Ongoing		Obsolete	Resolved	On target	Problem	Obsolete Resolved <sup>1</sup>
	On Target			Problem			On Target	Problem						
	Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier					
Executive Office (117)	78	9	23	0	0	1	5	0	0	1	0	115 (99%)	1 (1%)	1
MIS (44)	29	0	3	0	0	0	9	0	0	3	0	41 of 41 (100%)	0 (0%)	3
Security (39)	19	5	3	0	0	1	11	0	0	0	0	38 of 39 (97%)	1 of 39 (3%)	0
Legal (6)	0	0	0	0	0	0	6	0	0	0	0	6 of 6 (100%)	0 (0%)	0
Finance & Accounting (28)	12	1	5	1	2	0	7	0	0	0	0	25 of 28 (89%)	3 of 28 (11%)	0
Housing Management (54)	17	2	6	3	0	0	21	1	1	3	0	46 of 51 (90%)	5 of 51 (10%)	3
Rental Housing (33)	17	3	1	1	1	0	10	0	0	0	0	31 of 33 (94%)	2 of 33 (6%)	0
Resident Services (55)	2	7	18	0	0	0	24	0	4	0	0	51 of 55 (93%)	4 of 55 (7%)	0
Facilities Management (41)	14	1	16	0	1	2	5	0	0	2	0	36 of 39 (92%)	3 of 39 (8%)	2
Total (417)	188	28	75	5	4	4	98	1	5	9	0	389 (95%)	19 (5%)	9

<sup>1</sup> Note: These do not count towards percentage calculations.

OFFICE OF THE EXECUTIVE DIRECTOR		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL 1:	IMPROVE THE CAPACITY AND CAPABILITY OF THE BOARD OF COMMISSIONERS TO BETTER FULFILL THEIR ROLE AS COMMISSIONERS													
Obj.1	Develop a formal procedure for developing board agenda by July 2000	7/00	7/00	X										Procedure developed with Executive Committee of Board. (memo)
Obj.2	Develop and schedule a monthly presentation to the board on PHA operations by July 2000	7/00	7/00	X										Schedule of presentations prepared subject to new developments
Obj.3	Redesign board-meeting minutes July 2000	7/00	7/00	X										It was determined that the existing design was adequate with the board members
Obj.4	Review board policies, procedures and by-laws annually by July 2001	7/01	0/02			X								Committee is reviewing and will present changes at Board retreat in April.
Obj.5	Develop board committee Work Plans and schedules by December 2000	12/00	10/01	X										Initial work plans for all committees scheduled
Obj.6	Create a database on board attendance July 2000	7/00	7/00	X										Recorded by Executive Director's Special Assistant
Obj.7	Create an informational database on board resolutions July 2000	7/00	7/00	X										Recorded by Executive Director's Special Assistant at Executive Offices
Obj.8	Update Board orientation package by September 2000	9/00	7/01	X										Updates completed. New orientation package prepared for distribution to new members.
Obj.9	Develop board Fund-raising Plan by November 2000	11/00	7/02			X								Board will review outline of plan at annual board development training
Obj.10	Conduct annual board self-assessment by April of each year	Annually April	4/02	X										Executive Director will facilitate a board assessment at board development meeting in April
Obj.11	Develop annual board training plan by July of each year	Annually July	7/00	X										Presented and approved by board.
Obj.12	Plan and conduct annual board development training sessions by March or April of each year	Annually March	3/01	X										Board training retreat has been scheduled for first weekend in April
Obj.13	Develop annual assessment/performance evaluation of Executive Director March of each year	Annually March	4/01	X										Board conducted assessment in fall.
Page Totals				11	0	2	0	0	0	0	0	0	0	

OFFICE OF THE EXECUTIVE DIRECTOR		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)		
				On Target			Problem			On Target	Problem					
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier	
GOAL 2: INCREASE RESIDENT PARTICIPATION IN PHA AFFAIRS:																
OBJ.1	Create a Resident Advisory Board (RAB) by 02/00	02/00	Summer 2000	X												RAB has conducted meetings for the Annual & Five-Year Plan in addition to other matters. Last mtg held 1/29/02
OBJ.2	Conduct briefings for the RAB quarterly (J/A/J/O)	Quarterly	Ongoing							X						Meeting currently taking place. Meetings held in Jan, Feb, Mar, Jun 01 and, Jan 02
OBJ.3	Increase the number of certified resident associations by 50% by 12/00	12/00	12/01	X												Kilmartin Plaza (late 2001) increases numbers by 50% from two to three
OBJ.4	Ensure there are certified resident associations at all developments by 12/01	12/01	12/02 If possible			X										Currently analyzing status of TAs, working with RAB to try to add new TA's. Currently in the process of identifying interested prospective members.
OBJ.5	Sponsor informational briefings and/or social events to encourage resident participation in a certified resident association every other month starting 07/00	bi-monthly	Ongoing							X						Currently handling this through RAB and through informational briefings at PHA developments.
OBJ.6	Conduct an annual resident association development program by 06/01	06/01	As needed			X										Currently handling this through RAB. Also sent two TA leaders to a National TA training in Texas during this period, also working with League of Women voters and Kilmartin Plaza TA to create By-Laws and teach Roberts Rules of Order.
OBJ.7	Conduct training sessions for resident associations quarterly (or when requested)	Quarterly (or when requested)	Ongoing							X						See objective 6 comments
OBJ.8	Establish a database to track the number of meetings and issues raised by residents at monthly Resident/Management meetings by 07/00	07/00	07/01	X												Database was determined not feasible. Policy Memo sent to H/M concerning tracking by meeting minutes
OBJ.9	Conduct semi-annual Resident/Senior staff meetings at all developments starting 07/00	Semi-Annually	04/01		X											Planned mtg was never held. Intent is covered through Res/Mgmt mtgs. Will revisit this issue. In spring 2002
Page Totals				3	1	2	0	0	0	3	0	0	0	0		

OFFICE OF THE EXECUTIVE DIRECTOR		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target		Problem				On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL 3: DEVELOP AND IMPROVE THE GENERAL PERSONNEL FUNCTION AT THE PHA</b>														
OBJ.1	Conduct a review and issue a report forecasting staffing retirements by 06/01	06/01	06/01	X										Submitted to Director
OBJ.2	Review and address personnel requirements of the PHA 1/31/01	01/01	10/01	X										Current staffing plans are acceptable. There will be a more thorough review of FM undertaken shortly.
OBJ.3	Explore and develop options for a merit pay system and issue findings by 05/01/01	05/01/01	10/02			X								While evidence exists that the staff would consider merit pay increases, there's reluctance with the unions. This will be considered for the next negotiations in late 2002.
OBJ.4	Develop a formal career-path program for employees throughout the PHA by 3/30/01	03/01	06/02			X								Employee who initially started project left the housing authority. The project ill be reassigned.
OBJ.5	Attempt to correct the career-path obstacles in the Dept. of Housing Management by 6/30/01	06/01	12/02										X	Will need to reach compromise between two different unions
OBJ.6	Conduct a annual salary/benefit comparability study (due 04/01)	04/01	04/01	X										Completed 3/23/01 – Written report available for review
OBJ.7	Examine and create a personnel records retention policy by 05/00	05/00	01/01	X										Completed 1/1/01 Report available for review in the Deputy Directors office.
OBJ.8	Revamp and redesign employee evaluation forms by 05/01	05/01	7/02			X								Reviewing various options
OBJ.9	Improve interdepartmental communication by establishing site work teams by 02/01	02/01		X										Meetings being conducted and reports are available at development offices.
OBJ.10	Develop an Electronic Workplace Policy by 09/00	09/00	01/01	X										Policy available for review
OBJ.11	Review and recommend changes to how Workers Compensation / Family Medical Leave Act are treated by 05/01	05/01	04/02			X								Contract language needs to be revised
OBJ.12	Conduct a review of Worker's Compensation/FMLA reporting procedures by 5/31/01	05/01	05/01	X										Report available in Human Resource office process
OBJ.13	Improve reporting time (within 24-hours) of Workers Compensation and other accidents by 11/00	11/00	1101	X										Process in place policy available in human resource office
OBJ.14	Research, create and conduct pre-employment skills assessment and testing for identified positions by 03/01	03/01	06/01	X										Testing being conducted for all promotions and new hiring
<b>Page Totals</b>				<b>9</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>

OFFICE OF THE EXECUTIVE DIRECTOR		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing				Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target		Problem				On Target	Problem				
															Completed
GOAL 3:	(CONTINUED) DEVELOP AND IMPROVE THE GENERAL PERSONNEL FUNCTION AT THE PHA														
OBJ.15	Establish and/or redesign Employee Recognition Programs by 06/01	06/01	07/01	X											Determined current Employee of Quarter and Year, plus Service Recognition lunches are currently sufficient
OBJ.16	Create a new Employee Manual by 05/01	05/01	7/01	X											Completed and back from printers. Will distribute in August.
OBJ.17	Update Human Resources Manual by 01/01	01/01	01/01	X											HR Manual updated in accordance with union contracts as well as new/changed policies and procedures.
OBJ.18	Develop new policies to reduce sick leave abuse by 04/01	04/01	04/01	X											Changes in Emergency sick leave policy has been made to union contract
OBJ.19	Determine feasibility of instituting non-traditional work hours (part-time, home work, job sharing, "flex" time) for employees 09/00	07/00	07/01	X											Developed 9-day workweek. Gathering material on job sharing and home work.
OBJ.20	Develop a database of all grievances and arbitrations by 05/00	05/00	05/01	X											Monthly report prepared and available
OBJ.21	Conduct an annual Survey of Organizational Excellence by August 2000	08/00	08/01	X											Annual survey conducted. Survey for 2002 will take place in February
GOAL 4:	PROVIDE A COMPETITIVE WAGE AND SALARY PACKAGE TO MAINTAIN QUALITY PERSONNEL														
OBJ.1	Research and develop options to implement a merit pay plan by 06/01	06/01	04/02			X									Reviewing a number of systems to present to the bargaining units
OBJ.2	Research feasibility of "team" bonuses for outstanding performance by 06/01	06/01	04/02			X									Reviewing a number of systems to present to the bargaining units.
OBJ.3	Study cost savings/feasibility of changing pay period from each to every other week 01/01	01/01	01/01	X											Not feasible at this time. Union objection.
GOAL 5:	PROVIDE THE MOST ATTRACTIVE BUT AFFORDABLE BENEFIT PACKAGE TO MAINTAIN QUALITY EMPLOYEES														
OBJ.1	Conduct a study to determine the feasibility of offering a "cafeteria-style" health plan for the PHA by 04/01	04/01		X											Vendor selected and presently enrolling employees for pre-tax contributions
OBJ.2	Study the feasibility of a "flexible" healthcare plan by 06/01	06/01	10/01			X									Reviewing options with vendor
OBJ.3	Conduct an employee healthcare satisfaction survey every two years starting in 06/00	06/00	06/01	X											Survey conducted every other year.
OBJ.4	Provide employees with an annual statement/summary of their compensation package	Annually	06/02			X									Currently gathering employee compensation data.
Page Totals				10	0	4	0	0	0	0	0	0	0	0	

OFFICE OF THE EXECUTIVE DIRECTOR		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL 6: ENSURE THAT EMPLOYEE'S LONG-TERM RETIREMENT NEEDS ARE ADEQUATE</b>														
Obj.1	Conduct a review of our current pension and retirement system by 11/00	11/00	11/00	X										Completed. Current retirement system very competitive and generous
Obj.2	Conduct a review to determine if there are (is) better retirement options for PHA employees by 12/00	12/00	01/01	X										Reviewed other plans. Current plan is very viable and highly competitive.
<b>GOAL 7: ENSURE THAT EMPLOYEES ARE PROVIDED ADEQUATE TIME FOR REST AND RECREATION AT LEVELS AT LEAST EQUAL TO THE GENERAL WORKFORCE</b>														
Obj.1	Review existing vacation and holiday policy at PHA by 06/00	06/00	07/00	X										Reviewed. No changes anticipated. Very generous and competitive.
Obj.2	Establish an employee advisory committee to review and determine whether there are better holiday and vacation options to offer to employees by 04/01	04/01	07/01	X										Review of present benefits very generous unable to offer more
<b>GOAL 8: IMPROVE AND DEVELOP BETTER MANAGEMENT/UNION RELATIONS</b>														
Obj.1	Conduct monthly meetings with union stewards representing PHA employees	Monthly	Ongoing	X										Meetings were conducted in September
Obj.2	Conduct quarterly with union business agents representing PHA employees	Quarterly	Ongoing	X										Meetings were conducted in September
Obj.3	Produce an annual report on salaries and benefits to provide to unions representing the PHA employees	Annually	Ongoing	X										Developing material for 2001
<b>GOAL 9: MAINTAIN OR LOWER INSURANCE PREMIUMS BY MAKING THE PHA A SAFER PLACE TO LIVE AND WORK</b>														
Obj.1	Reorganize the existing PHA Safety Committee by 12/00	12/00	01/01	X										Completed at December meeting.
Obj.2	Develop an annual meeting agenda and meeting work plan for the Safety Committee by 06/00	06/00	07/00	X										Developed annually
Obj.3	Create a PHA Safety Plan 05/01	05/01	07/01	X										Draft submitted to Executive Director.
Obj.4	Review all insurance policies for adequacy by May annually	Annually (May)	Ongoing	X										Reviewed annually
Obj.5	Establish a formal "back-to-work" policy by 06/00	06/00	09/00	X										Back To Work policy implemented.
Obj.6	Produce a quarterly Workers Compensation and Liability Report (J/A/J/O)	Quarterly	Ongoing	X										Reports submitted quarterly to Executive & Deputy Director.
<b>Page Totals</b>				13	0	0	0	0	0	0	0	0	0	

OFFICE OF THE EXECUTIVE DIRECTOR		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL10:	ASSESS THE NEEDS OF AND ESTABLISH, ARRANGE AND CONDUCT TRAINING PROGRAMS TO IMPROVE PHA OPERATIONS AND CAREER DEVELOPMENT FOR EMPLOYEES													
Obj.1	Conduct an annual Training Needs Assessment in April	Annually (April)	ongoing	X										Analysis of assessment completed in August
Obj.2	Create an Annual Training Plan by July of each year	Annually (July)	ongoing			X								A forma; plan has not been developed, staff are scheduled for training according to their identified needs.
Obj.3	Create a Computer-based Training (CBT) program by 06/00	06/00	06/00	X										CBT was initiated in '00. New on-line CBT training added in February 2002
Obj.4	Redesign the layout & features of the PHA Training Room by8/00	08/00	04/01		X									Work will commence once the room is no longer used to store new computers (temp)
Obj.5	Revamp method of employee evaluation of training by 06/00	06/00	6/02	X										New form developed
Obj.6	Continuously track (by database) employee-training hours	Ongoing	Ongoing	X										Training hours continue to be tracked as completed.
Obj.7	Conduct an annual training cost-effectiveness analysis by 08/00	08/00		X										Conducted annually with Annual Report on Operations
Obj.8	Schedule and utilize HTVN in the training program annually	Annually		X										Program schedule is received and reviewed quarterly. Staff are assigned
Obj.9	Revamp and offer the PHA Management Course annually	Annually		X										Course is underway (January-March 2002)
Obj.10	Develop and offer to employees a Home-based Training (Self-help/Self-based) Program by 12/01	12/01		X										Currently computer-based training is available. Hope to expand into other areas.
Obj.11	Determine type, then create and offer certification programs for employees by 12/01	12/01	9/02		X									Considering several options, but time constraints prevent progress
Page Totals				8	2	1	0	0	0	0	0	0	0	



OFFICE OF THE EXECUTIVE DIRECTOR		Original Completion Date	Current Estimated Completion Date	Time Bound							Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem				On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier			
GOAL11:	ESTABLISH METHODS, TECHNIQUES AND INSTRUMENTS TO INCREASE STAKEHOLDER AWARENESS OF PHA OPERATIONS AND ACTIVITIES (OBJECTIVES 1-5 INTERNAL)														
Obj.1	Produce an employee newsletter (quarterly-J/A/J/O)	Quarterly	Ongoing	X											Last Issue published 1/02
Obj.2	Update new employee orientation program by 04/00	04/00	03/02	X											New Employee Orientation slide show has been completed.
Obj.3	Conduct an "Employee Information Day" event annually	Annually	06/02			X									Scheduling and time problem for facility. Anticipate a session in late spring 2002
Obj.4	Redesign PHA Bulletin Boards at all locations by 07/00	07/00	Design complete 05/00	X											Section 8 and Public Housing Boards at Dexter Completed and serve as a model.
Obj.5	Determine the appropriateness of establishing an E-mail "message of the day" by 07/00	07/00	07/00	X											Determined not necessary, but will issue occasional messages to staff via E-mail.
GOAL11:	ESTABLISH METHODS, TECHNIQUES AND INSTRUMENTS TO INCREASE STAKEHOLDER AWARENESS OF PHA OPERATIONS AND ACTIVITIES (OBJECTIVES 6-11 EXTERNAL)														
Obj.6	Schedule a minimum of three public relations appearances to improve image of PHA annually	Annually	ongoing			X									Several appearances, but encountering difficulty in bookings
Obj.7	Issue press releases for PHA events monthly	Monthly	Ongoing							X					Several press releases have been prepared, but there haven't been enough events for one/month.
Obj.8	Develop a Semi Annual Newsletter for Key (non-resident) Stakeholders by 7/00	Semi Annually	9/02			X									Currently determining market and suitable topics. Part of fundraising plan
Obj.9	Develop Three Informal Brochures Concerning PHA Operations by 9/00	09/00	09/01	X											Determining what info the public would be interested in hearing. Several promo pieces completed
Obj.10	Update and add new features to the PHA website semi-annually	Semi-Annually	Semi Annually	X											Last update completed in January 02
Obj.11	Develop educational materials to distribute to Congressional delegation and other elected officials annually by March	Annually (March)	Annually (March)	X											Distributed at NAHRO Legislative Conference in March 2000, did not participate in 2001
Page Totals				7	0	3	0	0	0	1	0	0	0	0	

OFFICE OF THE EXECUTIVE DIRECTOR				Original Completion Date			Current Estimated Completion Date			Time Bound						Ongoing				Comments
On Target			Problem							On Target	Problem									
												Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier			
<b>GOAL12: REVIEW ORGANIZATIONAL STRUCTURE TO ASSESS, DETERMINE AND DEVELOP MOST EFFICIENT STRUCTURE TO ACCOMPLISH THE PHA'S MISSION IN THE NEXT DECADE</b>																				
Obj.1	Review existing organizational structure to determine if further department consolidation is practical by 07/01			07/01	06/01	X												Effective July '01 the Community Services and Special Projects Departments will be merged. Switched to line and staff type of organizational structure.		
Obj.2	Review all existing personnel positions to determine need by July 2001			07/01		X												Conducted annually during budget process		
Obj.3	Determine feasibility of reducing the number of job classifications to enhance position flexibility by 07/01			07/01							X							Great potential but will have to wait for union negotiations next year		
<b>GOAL13: ENSURE THAT ADEQUATE RESOURCES ARE AVAILABLE TO CONDUCT PHA BUSINESS TO FULFILL ITS ORGANIZATIONAL MISSION</b>																				
Obj.1	Develop an up-to-date database of appropriate foundations and philanthropies by 08/00			08/00	8/01	X												System developed, will improve coordination with Resident Services Department		
Obj.2	Create an electronic method of distributing grant information to appropriate PHA departments by 07/00			07/00	As needed	X												Currently PHDEP and Capital Plan Grants		
Obj.3	Conduct a daily review of HUD's website for new Request for Proposals, regulations and HUD Notices and distribute to appropriate PHA personnel by 07/01/00			07/00	Ongoing	X												Done regularly, PIH noticed are in the PHA library		
Obj.4	Establish a system to handle requests for research projects from other PHA departments by 07/00			07/00	Complete 3/01	X												Form developed and distributed via e-mail to all PHA Departments.		
Page Totals						6	0	0	0	0	1	0	0	0	0	0				

OFFICE OF THE EXECUTIVE DIRECTOR		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL14:	ENSURE THAT AFFORDABLE HOUSING OPPORTUNITIES ARE PURSUED													
Obj.1	Develop at least 50 units of affordable housing at the Roger Williams site by 12/01	12/01	12/02			X								Will be very difficult to meet new timeline. However, negotiations with city are near completion.
Obj.2	Coordinate and seek through HUD any attractive foreclosure properties in the City of Providence (or elsewhere)	Ongoing	Ongoing	X										PHA-with general partner Winn Development Co.-purchased Lockwood Plaza in September 2001
GOAL15:	CONDUCT COMPREHENSIVE STRATEGIC PLANNING OPERATIONS AND ESTABLISH AND MONITOR PHA GOALS AND OBJECTIVES													
Obj.1	Develop a comprehensive strategic plan including analysis of the PHA's mandates, mission, internal and external environmental scanning, stakeholder analysis (including resident surveys and focus groups), strategic issue analysis and strategy development by 05/00.	05/00	Complete Fall 2000	X										
Obj.2	Develop a Goals Management Plan and monitoring system for the implementation of strategies developed under the strategic plan by 4/00.	04/00	Complete Fall 2000	X										
Obj.3	Produce a written goal management monitoring report semi-annually. (July, January)	Semi-Annually	Jan/July							X				1 <sup>st</sup> report completed Jan 01, results presented to PHA Commissioners in March-April retreat.
Page Totals				3	0	1	0	0	0	1	0	0	0	0

OFFICE OF THE EXECUTIVE DIRECTOR			Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
					On Target			Problem			On Target	Problem			
					Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL16:	ENSURE EFFECTIVE AND EFFICIENT OPERATIONS THROUGH PERFORMANCE MEASUREMENT ACTIVITIES														
Obj.1	Develop a system of performance measures by 6/00	06/00	6/02			X									Awaiting HUD's PHAS changes, but will have package to board for approval at April development training retreat
Obj.2	Monitor Performance Measurements monthly and prepare a written report semiannually (March and September)	Semi-Annually	07/01			X									System developed with performance measures
GOAL17:	CONDUCT SURVEYS TO DETERMINE RESIDENT NEEDS AND MEASURE THE EFFECTIVENESS OF PHA OPERATIONS														
Obj.1	Conduct a needs assessment survey of family, elderly and elderly/disabled development heads of household and youth in the summers of 2001, 2003 and 2005. (Reports to be completed by December of each year).	12/01,03,05	12/02		X										Previously completed in strategic planning process
Obj.2	Conduct a customer service survey of Section 8 residents and landlords in 2002 and 2004. (Reports to be completed by October of each year).	11/02,04	11/02		X										Previously completed in strategic planning process
Obj.3	Conduct a survey of scattered site residents and their neighbors in the summers of 2002 and 2004. (Reports to be completed by November of each year).	11/02,04	11/02		X										Previously completed in strategic planning process
Obj.4	Develop a brief, annual resident survey instrument to measure the PHA's success in meeting outcome measures and implement annually starting in 01/01	01/01	01 /02			X									PHA sent HUD survey out ourselves in 1/02 to ALL PHA households, not just a sample.
GOAL18:	MEASURE THE EFFECTIVENESS OF PHA OPERATIONS THROUGH PROGRAM EVALUATIONS														
Obj.1	Conduct an Evaluation of the PHA's Modernization Program by August 2001	08/01	8/02		X										Other priorities have precluded an in-house review. HUD, however, conducts a review at least annually.
Obj.2	Assist the Dept. of Community Services in developing a Comprehensive Program Evaluation Instrument by August 2002	08/02	8/02			X									Developed BOTVIN Analysis. may also be handled through assessments of living skills and Housing Helps Programs. (New Department of Resident Services in place)
Obj.3	Conduct one program evaluation concerning an aspect of the PHA's operations to be determined by the Executive Director each year, to be completed by December.	Annually	Annually	X											Accomplished this year through strategic plan and HUD plans
Obj.4	Monitor PHA overtime expenditures and prepare a report to the Executive Director annually by September.	Annually	8/01	X											Semi-Annual report completed, annual report will be completed at end of FY
Page Totals				2	4	4	0	0	0	0	0	0	0	0	

OFFICE OF THE EXECUTIVE DIRECTOR		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL19:	COMPLY WITH HUD REQUIREMENTS FOR HOUSING MANAGEMENT AND OTHER FUNCTIONS AND PREPARE A REPORT DETAILING OPTIONS AVAILABLE BY MAY 2001														
OBJ.1	Examine HUD policies concerning Housing Management and other functions and prepare a report detailing options available to the PHA by 05/01	05/01	Ongoing	X											Pet Policy, done as needed
OBJ.2	Monitor changes in federal regulations governing public housing for possible policy choices. (Quarterly)	Quarterly	Ongoing	X											Conducted by Planner Policy Analyst as needed
OBJ.3	Prepare and monitor HUD Annual and Five Year Plans annually as required. (Annually)	Annually	Annually	X											2 <sup>nd</sup> annul plan submitted to HUD 4/17/01 current plan development in progress and on schedule
GOAL20:	ENSURE TIMELY REPORTING OF REPORTS DETAILING PHA OPERATIONS														
OBJ.1	Compile and Format the PHA's Annual report by the end of September each year.	Annually	September	X											Completed 10/01
OBJ.2	Update chart display in the PHA's conference room detailing key aspects of PHA operations by October 21 <sup>st</sup> annually.	Annually	October	X											Completed 10/01
OBJ.3	Compile and print the PHA's Monthly Management Report four days prior to each monthly board of commissioners meeting.	Monthly	Ongoing	X											Completed each month and distributed, also in PHA library
GOAL21:	CONDUCT RELEVANT PLANNING STUDIES TO ASSIST THE PHA IN MAXIMIZING RESOURCE UTILIZATION														
OBJ.1	Conduct a space needs assessment for PHA administrative areas by 10/02.	10/02	10/02		X										Not yet due to begin
OBJ.2	Conduct a housing design study by 09/01.	09/01	09/02		X										Started under employee who has since left the PHA.
GOAL22:	IMPLEMENT EFFECTIVE RETENTION SYSTEM FOR PHYSICAL DOCUMENTS														
OBJ.1	Develop a database of existing records by department and determine proper date for disposal by 01/01	01/01	12/01			X									Project is in progress, Legal council assisting in clarifying legal requirements.
OBJ.2	Track disposal dates and notify PHA departments of outdated materials on an annual basis each January	Annually	Annually			X									Project is in progress; Departments should be following current protocol until revision is complete, still awaiting information from some departments and additional information on electronic storage.
Page Totals				6	2	2	0	0	0	0	0	0	0	0	
Section Totals				7	9	2	0	0	1	5	0	0	1	0	
				8	3	3									

MANAGEMENT INFORMATION SERVICES		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL 1:	ENSURE THAT ALL PHA COMPUTER HARDWARE IS UPDATED TO PROVIDE MAXIMUM UTILIZATION AND STAFF EFFICIENCY WITHIN BUDGETARY CONSTRAINTS														
Obj.1	Ensure that all PHA personal computers are Y2K compliant by 11/99	11/99		X										All PC's tested Y2K Compliant with Norton 2000 utility software	
Obj.2	Upgrade selected personal computers by Jan. 2000	01/00		X										Upgraded all hardware and software on selected PC's.	
Obj.3	Purchase additional computers to be used by Senior Staff and power users by 12/99	12/99		X										Purchased and installed new Dell PC's for senior staff.	
Obj.4	Purchase new printers to replace existing printers at Development offices. Also, add printers to Foreman offices and the MIS office by July 2000	07/01	9/01	X										Purchased HP4100N printers for Forman Offices, will move existing printers to Mgmt. Offices.	
Obj.5	Upgrade the server located at Facilities Mgmt. And move it to the MIS Office by June 2000	06/00		X										Server is now being used as a CD server for the network in the MIS Office.	
Obj.6	Order additional PCs to replace older PC's at the Administrative Office by August 2000	08/00		X										Installed new PC's at administrative offices with Windows 2000 and relative licensed software	
Obj.7	Purchase 17" monitors to replace older 15" monitors by March 2000	03/00		X										Purchased and replaced all 15" monitors with 17" ones.	
Obj.8	Upgrade PC's located at the Developments and Foremen Offices by 11/00	11/00		X										Replaced Development PC's and Distributed upgraded PC's to foremen.	
Obj.9	Purchase LAN station for MIS office by September 2000	09/00										X		No longer needed with the purchase of the rack servers.	
Page Totals				8	0	0	0	0	0	0	0	0	1	0	

MANAGEMENT INFORMATION SERVICES		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL 2: ENSURE THAT ALL PHA COMPUTER SOFTWARE IS REPLACED AND/OR UPGRADED TO ENSURE MAXIMUM EFFICIENCY WITHIN ACCEPTABLE BUDGETARY CONSTRAINTS</b>														
Obj.1	Review all PHA software to ensure licensing is correct by 06/00	06/00		X										Reviewed software used at the workstations meet with Exec. Dir. and purchased licenses accordingly.
Obj.2	Purchase and Install Office 2000 site and Windows 2000 in all workstations by 04/00	04/00		X										Each PC has the correct software installed so that licensing is correct.
Obj.3	Obtain Cost to upgrade software on the "Server" in the MIS Office from Windows NT 4.0 to Server 2000 by May 2000	05/00		X										Software on the Server has been upgraded to Windows 2000, along with all the PC's
<b>GOAL3: INCREASE AND/OR UPDATE THE FUNCTIONS OF THE EXISTING NETWORK</b>														
Obj.1	Upgrade hardware on the server located in the MIS office and set up a service contract by Aug. 2000	08/00										X		Purchased new Compaq servers. Service contract setup with Compaq.
Obj.2	Install COX Cable Internet Access by 11/99	11/99		X										Installed and set up users for COX internet service.
Obj.3	Work with Advanced Telesystems Inc. to increase the current 56K frame relay data speeds at all family sites and Academy Ave to Point-to-Point T1's by 04/00	04/00		X										All Family Development an Academy Ave data lines are upgraded to Point-to-Point T1's.
Obj.4	Setup the server so select users have access to the network from home by 11/99	11/99		X										Complete, however dialup connection will be very slow for the users.
Obj.5	Configure the server so users have the ability to fax to/from their PC's by 08/00	08/00		X										Has been completed only a select group of users are currently setup with this service so it can be tested.
Obj.6	Research software on Server for tighter restrictions on Internet Access by 04/00	04/00		X										Set up and configured a FAX server using WinFAX.
<b>Page Totals</b>				<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>

MANAGEMENT INFORMATION SERVICES		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	<u>Comments</u>  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL3:	INCREASE AND/OR UPDATE THE FUNCTIONS OF THE EXISTING NETWORK													
Obj.7	Purchase U.P.S. (Utility Power Supply) for routers at remote sites by 04/00	04/00		X										U.P.S. have been installed at all remote sites in case of power outages/surges.
Obj.8	Research adding switches to the network to increase speed by 07/00	07/00		X										Has been completed, Cisco switches have been installed with the new Compaq server equipment.
Obj.9	Update Network Configuration Database by 7/00	07/00		X										The network configuration database is updated as new equipment arrives, this is also done via the network.
Obj.10	Purchase data/media safe by 05/00	05/00		X										Media safe has been purchased.
Obj.11	Reconfigure the PC's at the labs for COX Communications Internet Access by August 2000	08/00		X										Has been completed, all labs now have Internet Access.
Obj.12	Move services from Academy Ave. server to the upgraded server in the MIS office by 8/00	08/00		X										Unable to run software over the LAN, server was moved back to Academy Ave., and an expanded storage unit has been installed with larger hard drives.
Obj.13	Test Data Lines for Speed and Connectivity Problems by December 2000	12/00		X										Data lines successfully tested.
GOAL 4:	SUBMIT AND/OR PRODUCE REQUIRED COMPUTER-PRODUCED REPORTS IN A TIMELY MANNER													
Obj.1	Submit M.T.C.S. (resident socioeconomic data) forms to HUD for both Rental Housing and Public Housing to be completed monthly	Monthly	Ongoing							X				No longer a MIS Goal , submitted monthly by Rental Housing and Housing Management Directors
Obj.2	Submit 1099 forms to individuals and/or firms, as well as IRS annually	Annually	Ongoing							X				No longer MIS Goal, beginning 2001 Finance will be submitting these files.
Obj.3	Submit electronically transferred data to RI Department of Health monthly to cross-reference Section 8 addresses to the list of child elevated blood levels by 6/00	Monthly	Ongoing							X				Completed monthly, data downloaded from the AS/400 and sent to the RIDOH via the Internet.
Page Totals				7	0	0	0	0	0	3	0	0	0	0



MANAGEMENT INFORMATION SERVICES				Original Completion Date	Current Estimated Completion Date	Time Bound					Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
			On Target			Problem			On Target	Problem						
			Completed			Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL 5: CREATE A SYSTEM/ PROCEDURES WHERE STAFF CAN SWIFTLY RECEIVE COMPUTER-RELATED ASSISTANCE																
OBJ.1	Set up a PHA Helpdesk system to track troubleshooting calls by 4/00	04/00	Ongoing								X					Using the Track-It software package, calls recorded by all MIS staff members
GOAL 6: CONDUCT RESEARCH AND RECOMMEND COMPUTER-BASED PRODUCTS THAT WILL ASSIST PHA STAFF IN COMPLETING THEIR DUTIES/RESPONSIBILITIES MORE EFFICIENTLY																
OBJ.1	Conduct product research and testing to determine the most practical, handheld Inspection Units for use by the Facilities Management and Rental Housing Departments to conduct HQS inspections by 09/00	09/00		X												Casio E-125 Handheld Inspection units are being used, recommended by Data Processing Solutions.
OBJ.2	Setup an AS/400 Print Server by 08/00	08/00											X			Printing problems resolved, Print Server no longer needed.
OBJ.3	With the assistance of MST or DPS, setup Direct Deposit for Section 8 Landlords and Account Payable Vendors by 01/01	01/01	07/02			X										Waiting for bank change to be complete.
OBJ.4	Research cost effectiveness and feasibility to setup Document Scanning on the AS/400 by 04/01	04/01	06/02			X										Vendor selected, Vanguard Systems. Waiting for Decatur H/A to install and see if they encounter any problems.
OBJ.5	Research and determine cost of installing a barcode system for the Inventory module by 07/01.	07/00	07/01	X												Facilities Mgmt Associate Director of Administration has gathered information regarding this project. Barcode System should be installed by 1/2.
GOAL 6: CONDUCT RESEARCH AND RECOMMEND COMPUTER-BASED PRODUCTS THAT WILL ASSIST PHA STAFF IN COMPLETING THEIR DUTIES/RESPONSIBILITIES MORE EFFICIENTLY (CONTINUED)																
OBJ.6	Research the cost of and the practicability of self-sealing Rent Mailers by Jan. 2001	01/01	12/01	X												Rent Statements have been developed and will begin using the new statements with the February mailers.
OBJ.7	Create the ability to electronically submit W2s and 1099's by Jan. 2002	01/01	2/02			X										Will be submitting 1099 electronically this year. Just sent (1/28) W2 test file, waiting for approval from SSA.
Page Totals				3	0	3	0	0	0	1	0	0	1	0		

MANAGEMENT INFORMATION SERVICES		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL 7: ENSURE THAT EACH STAFF MEMBER IS SUFFICIENTLY KNOWLEDGEABLE ABOUT PHA COMPUTER EQUIPMENT AND SOFTWARE APPLICATIONS</b>														
OBJ.1	Determine need and establish annual training review with Data Processing Solutions (DPS) by September 2000	09/00	Ongoing							X				Will conduct survey of training needs and based on that setup a training session with DPS. Will be conduct annually in the fall.
OBJ.2	Have the MIS staff trained regularly on new software by October 2000	10/00	Ongoing							X				Always researching additional software that is available that will benefit the staff of the PHA.
OBJ.3	Create a course of instruction and conduct computer training for Facilities Management foreman by 03/00	03/00		X										Setup and conducted hands-on training for Foremen. Upon completion demonstrated knowledge of Windows Operating Systems.
OBJ.4	Conduct specific group computer training as determined by training needs assessment survey and PHA Training Plan and Helpdesk system by Nov. 2000	11/00	Ongoing							X				Ongoing, trainings sessions are conducted as requested/needed by the users and/or their superiors.
OBJ.5	Upgrade the training room computer-based training (CBT's) computers with current software to be completed quarterly	Quarterly	Ongoing							X				CBT software upgraded following new Microsoft installations
OBJ.6	Create a computer literacy "test-out" test to certify that staff can meet the minimum requirements	Ongoing	Ongoing	X										CBT test waiver created for users who request to demonstrate knowledge of the required applications without training attendance.
<b>Page Totals</b>				<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	

MANAGEMENT INFORMATION SERVICES		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL 8: ENSURE THAT ALL PHA COMPUTER APPLICATIONS REMAIN VIRUS-FREE</b>														
OBJ.1	Update virus software on all PHA PC's to be completed monthly	Monthly	Ongoing							X				Virus Definitions are ran on workstations on a monthly basis. Some restrictions may apply.
<b>GOAL 9: ENSURE WORK SPACE IS CONDUCIVE TO COMPUTER OPERATIONS</b>														
OBJ.1	Redesign MIS office by 11/00	11/00		X										Completed and the S/36 has been removed.
<b>Page Totals</b>				1	0	0	0	0	0	1	0	0	0	
<b>Section Totals</b>				2	0	3	0	0	0	9	0	0	3	
				9										

SECURITY		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL 1: ASSESS MANPOWER REQUIREMENTS FOR THE PHU/PHA SECURITY FORCE														
Obj.1	Conduct manpower assessment review by 07/01/00	07/00	07/00	X										Assessment made and schedule adjusted to meet the need. Periodic assessments and adjustments are made as needed. As of 7/01 the PHU is under staffed by one officer. A request for a replacement to the PPD has been made however the replacement has not been assigned.
Obj.2	Review and determine the feasibility of having the PPD increase the number of patrolmen assigned to the Public Housing Unit by 12/00	12/00	Pending PPD Review & Approval						X					Request made to police department for 2 additional officers. The request is being considered by the police department however the PPD has not replaced an officer that transferred out of the PHU this year.
Obj.3	Seek additional funding to increase (3 hours) the daily tour of PHU officers	07/01			X									
Obj.4	Seek additional funding to extend the hours (2 additional hours) of PHA Security Officers (high-rise)	06/00				X								Hours of security have been extended in identified problem high-rises. In addition 3 security monitors have been hired to monitor a new security system 16 hours per day 7 days per week.
Obj.5	Increase the number of foot patrols at both family and elderly/disabled developments by 05/00	05/00		X										Problem developments/high-rises identified and foot posts scheduled. Modified as situations change
GOAL 2: ADDRESS CRIME IN PUBLIC HOUSING														
Obj.1	Conduct criminal background checks of all prospective PHA applicants daily for Resident Selection Office	Ongoing	Ongoing							X				Current daily practice. In addition effective 6/01 during preliminary check any applicant with an FBI record must be fingerprinted by the PHU and the prints submitted to the FBI for review. After review the applicants criminal record, if any found, will be forwarded to the PHA.
Page Totals				2	1	1	0	0	1	1	0	0	0	0

SECURITY		Original Completion Date	Current Estimated Completion Date	Time Bound							Ongoing		Obsolete	Resolved	Comments  <i>(Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)</i>
				On Target			Problem				On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier		Ongoing	Ongoing	Barrier		
<b>GOAL 2:</b>	<b>ADDRESS CRIME IN PUBLIC HOUSING</b>														
Obj.2	Identify type and location of crime in the elderly/disabled developments annually commencing 07/00	07/00		X											Types of crimes and locations identified and information contained in FY-2000 Annual Security Report and future FY Reports. Periodic database searches conducted by the PHU to identify problem locations and the specific types of problems that need to be addressed.
Obj.3	Identify type and location of crimes involving youths in the development by 07/01/00	07/00		X											Crimes committed by juveniles identified and information contained in FY-2000 Annual Security Report. Information will also be contained in all future FY Reports. Also separate report on Juvenile Crime completed and submitted to Executive Director.
Obj.4	Identify type and location of crime in the family developments annually commencing 07/00	07/00		X											Types of crimes and locations identified and information contained in FY-2000 Annual Security Report and all future FY Reports. In addition periodic database searches conducted to determine problem locations and the specific types of problems to be addressed.
<b>Page Totals</b>				<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

SECURITY		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)		
				On Target			Problem			On Target	Problem					
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier	
GOAL 3: INCREASE POLICE VISIBILITY AND OPERATIONS IN A PROBLEM AREA/DEVELOPMENT																
Obj.1	Adopt a "Zero Tolerance" stand in the targeted development/area effective immediately	05/00	Ongoing								X					Current practice. Adjustments made as problem locations change.
Obj.2	Reallocate manpower to deal with increased crime to act as needed by 12/00	12/00		X												Review completed, adjustments implemented including a schedule change for the PHU officers. The PHU schedule is modified as situations arise.
Obj.3	Evaluate PHU patrol practices and the areas being patrolled annually beginning 07/00	07/00		X												FY-2000 Annual Security Report info used to determine necessary adjustments. Adjustments made to address the identified needs and are adjusted periodically or as needed.
Obj.4	Conduct Police Reserve monthly meeting at different developments each month effective July 2000	07/00									X					Current practice, however most of the meetings are conducted in the Community Room in the Hartford Park high-rise.
GOAL 4: PROVIDE INFORMATION ABOUT CRIMINAL ACTIVITY TO KEY DECISION MAKERS																
Obj.1	Meet (Security Operations Manager) with Executive Director at least once a week to discuss security issues	Weekly	Ongoing								X					Current practice and a Standard Operating Procedure of the PHU/Security
Obj.2	Attend at least four resident-management meetings per development annually	Annually	Ongoing								X					Informal meetings were attended. Formal meetings attended beginning 2001 and are now a current practice of the PHU.
Obj.3	Attend Housing Management and Facilities Management Departments staff meetings at least once a month	Monthly	Ongoing								X					Current practice, however most of the meetings are of the informal informational exchange type of meetings.
Page Totals				2	0	0	0	0	0	0	5	0	0	0	0	

SECURITY		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	<u>Comments</u>  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL 4:	PROVIDE INFORMATION ABOUT CRIMINAL ACTIVITY TO KEY DECISION MAKERS														
OBJ.4	Review and determine the best method for Housing Management and Facilities Management personnel to provide information about crime-related activities to the PHU by 07/00	07/00		X											Weekly PHU activity report delivered to HM and FM and E-Mail complaints forwarded to PHU. This is a PHU/Security Standard Operating Procedure.
OBJ.5	E-mail arrests at PHA developments to site managers daily by 05/00	05/00								X					Current practice and a PHU/Security Standard Operating Procedure.
GOAL 5:	CONDUCT OR COMMISSION TIMELY REPORTS/STUDIES TO ASSIST IN ASSESSING CRIME AND PERFORMANCE														
OBJ.1	Conduct security/victimization survey of residents in relation to security issues annually by 11/00	11/00		X											Information gathered and contained in the 2000 Strategic Plan
OBJ.2	Produce a weekly police/security activity report effective immediately	Weekly	Ongoing							X					Current practice and PHU/Security Standard Operating Procedure.
OBJ.3	Produce a monthly police/security activity report effective immediately	Monthly	Ongoing							X					Current practice and PHU/Security Standard Operating Procedure.
OBJ.4	Produce an annual Security Operations Report (both calendar and fiscal years) effective immediately	Annually		X											Annual Security Report FY-2001 completed and Annual Security Report Calendar Year 2000 completed
OBJ.5	Seek HUD technical assistance funds to contract with a professional security analyst to a security assessment of all developments by 09/01	09/01				X									Chad/Ad/Sun completed Other sites will be undertaken by in-house staff.
Page Totals				3	0	1	0	0	0	3	0	0	0	0	

SECURITY		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	<u>Comments</u>  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL 5:	CONDUCT OR COMMISSION TIMELY REPORTS/STUDIES TO ASSIST IN ASSESSING CRIME AND PERFORMANCE													
OBJ.6	Conduct an annual Equipment Needs Assessment annually	Annually		X										Assessment made for office equipment and submitted to the Executive Director for review.
OBJ.7	Conduct a Vehicle Needs Assessment annually	Annually		X										A Ford Explorer PHU vehicle has been ordered and was delivered 7/01.
OBJ.8	Conduct a security analysis including crime prevention through environmental design by 2002	03/02			X									DETAP Consultants conducted assessment at Chad/Ad/Sun in 2001
OBJ.9	Identify Primary and Repeat Offenders by 07/00	07/00	Ongoing	X										Current practice utilizing PHU Arrest Database information
OBJ.10	Identify and map crime locations in PHA family developments by 07/00	07/00		X										Information gathered and maps contained in the Security Plan
GOAL 6:	IMPROVE COMMUNITY RELATIONS													
OBJ.1	Sponsor Hot Dog Roast at all family developments annually beginning June 2000	Annually		X										Events for 2000 held HPK, MHT and COD. The events for 2001 held in Hartford Park and Manton Heights 6/01
OBJ.2	Sponsor 150 Turkey baskets for residents annually	Annually		X										Total of 50 distributed 2001
OBJ.3	Sponsor a Toy Drive for the children of the developments annually	Annually		X										Approximately 400 toys distributed 2001
OBJ.4	Sponsor a law enforcement careers workshop for PHA residents by 06/01	06/01	12/01		X									Manpower and the usual increase in activity in the developments during the summer months dictates that this workshop be scheduled at the end of the year.
Page Totals				7	1	1	0	0	0	0	0	0	0	



SECURITY		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL 7:	INFORM RESIDENTS AND STAFF ON CRIME PREVENTION													
OBJ.1	Conduct two crime prevention workshops annually for site staff by 07/00	07/00	See Comment Section		X									This will be scheduled to begin in 3/02 and will be coordinated with the PHA Safety Committee.
OBJ.2	Conduct one crime prevention workshop for administrative staff annually beginning 11/00	11/00	See Comment Section		X									This will be scheduled to begin in 3/02 and will be coordinated with the PHA Safety Committee.
OBJ.3	Conduct at least one crime prevention workshop annually at each high-rise development with PHA security personnel	Annually	See Comment Section		X									The RI DEA is planning to formalize the training required for all high-rise security officers. The PHA is taking the lead in this project and a revised manual and security training program will result. A crime prevention workshop could then be developed from this and be used universally across the state.
Page Totals				0	3	0	0	0	0	0	0	0	0	

SECURITY		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments <i>(Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)</i>
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL 7: INFORM RESIDENTS AND STAFF ON CRIME PREVENTION</b>														
Obj.4	Conduct two crime prevention workshops annually at each high-rise development with third-party Law Enforcement Agencies	Annually	Ongoing	X										Officer Sarrisin of the Police Commissioners Office has visited all PHA high-rises and conducted a crime prevention information session for 2000-2001. Another is planned for the summer months of 2002.
Obj.5	Research, develop and produce a security brochure for distribution to all PHA residents by 07/01	07/01		X										Information circulated through PHA Resident Newsletters both for High-Rises and Family Developments. These include alerts on the most common crimes occurring in the developments.
Obj.6	Conduct a crime prevention presentation at each Preparation for Community Living class for prospective residents	As classes occur	Ongoing							X				Current practice and PHU Standard Operating Procedure
Obj.7	Write a security-related article for the PHA resident newsletter at least twice a year	Semi-Annually								X				Current practice (monthly)
<b>Page Totals</b>				2	0	0	0	0	0	2	0	0	0	0
<b>Section Totals</b>				19	5	3	0	0	1	11	0	0	0	0

LEGAL SERVICES				Original Completion Date			Current Estimated Completion Date			Time Bound			Ongoing				Comments
On Target			Problem							On Target	Problem						
												Completed	Not Yet Begun	In Progress			
				Obsolete	Resolved												
GOAL 1:	ESTABLISH AND MAINTAIN SYSTEM FOR PROCUREMENT OF LEGAL SERVICES IN COMPLIANCE OF APPLICABLE LAW																
Obj.1	Select Competent Providers of legal services in open, fair, and competitive manner biannually	Bi-Annually	Ongoing								X						Solicited RFPs and awarded new two year contracts to existing legal service providers on 9/12/01 for Civil/Litigation, Employment/ Labor and Landlord/Tenant matters .
Obj.2	Create case management strategies for outstanding matters.	Monthly	Ongoing								X						Assured compliance with court rules and procedures and reported changes in status.
GOAL 2:	ADMINISTER GRIEVANCE SYSTEM FOR FAIRLY RESOLVING CLAIMS AND DISPUTES BY TENANTS AND APPLICANTS.																
Obj.1	Afford applicants and tenants due process of all claims and disputes with the PHA not in violation of PHA policy. (as needed)	Monthly	Ongoing								X						Facilitated 11 grievance hearings and 1 post hearing decision reversal.
GOAL 3:	ENSURE PHA POLICIES AND PRACTICES COMPLY WITH CURRENT LEGAL REQUIREMENTS AND APPLICABLE LAW																
Obj.1	Assure contract compliance and avoid or minimize contract disputes	Ongoing	Ongoing								X						Reviewed and/or drafted service contracts and provided advise and assistance to staff.
Obj.2	Promote continuing legal education and training	Ongoing	Ongoing								X						Viewed HTVN Housing Law Update program and attended RIBA Ethics Course
Obj.3	Assure policies and procedures comply with Federal, State, and local laws and regulations	Ongoing	Ongoing								X						Reviewed laws relative to workplace drug testing and mediation/arbitration contract clauses.
Page Totals				0	0	0	0	0	0	6	0	0	0	0			
Section Totals				0	0	0	0	0	0	6	0	0	0	0			

FINANCE & ACCOUNTING		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	<u>Comments</u>  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL 1: IMPLEMENT GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)															
Obj.1	Research and gather information pertaining to GAAP by October 2000	10/00	01/01	X											Documentation compiled
Obj.2	Convert general ledger to conform to GAAP reporting by September 2000	09/00	01/02	X											Software modified, chart of accounts restructured. All reports now GAAP compliant.
Obj.3	Implement supplies inventory system in accordance with GAAP by July 2000	07/00	01/02	X											Inventory conversion completed, system now operative.
GOAL 2: MAXIMIZE CASH RESERVE															
Obj.1	Minimize collection period for monthly rents (ongoing)	Monthly	Ongoing								X				
Obj.2	Maximize alternative sources of fee and rental income on an ongoing basis	Ongoing	Ongoing								X				
Obj.3	Review and monitor expenditures on an ongoing basis	Ongoing	Ongoing								X				
Obj.4	Utilize Section 8 funding on a more efficient basis	Ongoing	Ongoing								X				
GOAL 3: ESTABLISH AND MONITOR A STRATEGIC PLAN FOR THE DEPARTMENT															
Obj.1	Establish a departmental strategic plan by May 2000	05/00	09/02					X							Delayed due to GAAP conversion problems. Also waiting for approval of inventory RFP, which ties into this module.
Obj.2	Update and Revise goals and objectives on an ongoing basis.	Ongoing	Ongoing								X				
GOAL 4: INCREASE EXPERTISE AND EFFICIENCY ON AS400 SYSTEM.															
Obj.1	Determine responsibilities between departments concerning information input and updates by September 2000	09/00	Ongoing								X				Meet with departments to review inter-department responsibilities with various software modules.
Obj.2	Establish backup personnel for AS400 financial functions by September 2000	09/00	01/01	X											Staff cross trained
Page Totals				4	0	0	1	0	0	6	0	0	0	0	

FINANCE & ACCOUNTING		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL 5: IMPROVE ACCOUNTING PROCEDURES FOR FIXED ASSETS</b>														
Obj.1	Develop and Establish fixed asset reporting on new AS400 system by Dec. 2000	12/00	04/02			X								System 70% completed. Consultant hired to complete final piece. Target completion date 03/30/02.
Obj.2	Revise physical inventory procedures for developments by September 2000	09/00	04/02			X								Consultant hired, target completion date 03/30/02.
Obj.3	Develop on-going plan for equipment and furniture tracking by June 2000	06/00	04/02			X								Consultant hired, target completion date 03/30/02.
<b>GOAL 6: MERGE CERTIFICATE AND VOUCHER PROGRAMS INTO ONE VOUCHER PROGRAM</b>														
Obj.1	Revise HUD financial reports to reflect the gradual merger of certificate and voucher programs by September 2001	09/01	09/01	X										G/L merged successfully. All Sec.8 transactions running thru voucher program. However HUD still requires separate report of 50 units under the old certificate program. These will expire in 2003.
Obj.2	Transfer expiring certificate holders into voucher program on an incremental basis until September 2001	09/01	09/01	X										Completed on 7/01/01 two months ahead of schedule
<b>GOAL 7: IMPROVE AND STREAMLINE PORTABILITY BILLING AND PAYMENT SYSTEM</b>														
Obj.1	Convert portability billing to AS400 system by December 2000	12/00	06/02			X								Software problem will be solved in the next two months as soon as closing process is completed. Penny Keys, AS 400 consultant provided solution to problem.
Obj.2	Convert portability payments to AS400 system by December 2000	12/00	09/01	X										Completed June 2001, checks processed utilizing DP Solutions software. Also completed ahead of revised completion date.
Obj.3	Apply increased administrative fee rate to portability billings by August 2000	08/00	01/01	X										July 2000 billing rate increased to \$42.50 for all recipients
Obj.4	Improve monitoring system for past due portability receivables (ongoing)	Ongoing	Ongoing							X				
<b>Page Totals</b>				4	0	4	0	0	0	1	0	0	0	0

FINANCE & ACCOUNTING		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL 8: IMPROVE AND STREAMLINE THE PURCHASING SYSTEM AND PROCEDURES</b>														
OBJ.1	Develop Blanket Purchase Order for Plumbing supplies by August 2000	08/00	04/01	X										List developed, vendor selected
OBJ.2	Develop Blanket Purchase Order for Electrical Supplies by October 2000	10/00	09/01	X										List developed, vendor selected
OBJ.3	Develop Blanket Purchase Order for Carpentry Supplies by December 2000	12/00	09/02					X						Waiting to complete other blanket purchase orders
OBJ.4	Develop Blanket Purchase Order for heating supplies by February 2001	02/01	09/02					X						Waiting to complete other blanket purchase orders
OBJ.5	Streamline procurement and distribution of Office Supplies by May 2001	05/01	07/01	X										Completed, process established
OBJ.6	Develop Access Database for Blanket Purchase Orders and Contracts by January 2001	01/01	07/01	X										Database complete and online
<b>GOAL 9: IMPROVE THE VENDOR PAYMENT PROCESS</b>														
OBJ.1	Research the possibilities of direct deposit payments to vendors by September 2001	09/01	09/02			X								Software needs to be modified. Also, need to contact landlords for bank account and routing number.
OBJ.2	Improve the filing system for vender invoices and payments by November 2001	11/01	09/02		X									
<b>Page Totals</b>				4	1	1	0	2	0	0	0	0	0	
<b>Section Totals</b>				12	1	5	1	2	0	7	0	0	0	

HOUSING MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  <i>(Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)</i>
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL 1: DETERMINE THE FEASIBILITY OF MAINTAINING AN "OPEN" WAITING LIST</b>														
Obj.1	Examine and determine the mechanics and feasibility of keeping the waiting list constantly open through a pre-application process by 06/00.	06/00	08/00	X										We currently have a steady flow of pre-applications. The Pre-application waiting list opened October 18, 2000. As of 12/31/01 there are 2521 families on the pre-application waiting list.
<b>GOAL 2: ENSURE THAT ALL APPLICANTS TO PUBLIC HOUSING ARE PROPERLY SCREENED FOR QUALIFICATIONS AND ACCEPTABILITY</b>														
Obj.1	Conduct a criminal background check on all applicants to public housing prior to office appointment	Ongoing	Ongoing							X				BCI checks are done on every applicant 18 years of age and older as the first step in the screening process. They are updated yearly for those applicants that remain on the list over one year. In the last 6 months we have conducted over 731 BCI checks. Approximately 16% were taken off the waiting list.
Obj.2	Conduct a "home visit" of each prospective resident to family public housing	Ongoing	Ongoing							X				Home visits are conducted within six months of being offered a unit for every applicant applying for family housing. In the past 6 months 178 home visits were conducted.
Obj.3	Examine the feasibility and/or need of conducting home visits for prospective residents of Elderly/disabled and elderly-only housing developments by September 2000	09/00	12/01				X							Staffing problems has caused delays. One staff member is out on medical leave, and our home visitor retired. A new home visitor was hired in January 02.
Obj.4	Conduct at least two landlord references for every prospective resident to public housing	Ongoing	Ongoing							X				Landlord references are sent to all past and current landlords within a five-year time frame.
<b>Page Totals</b>				<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

HOUSING MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL 3:	ENSURE THAT EACH APPLICANT THAT IS DENIED ADMISSION TO PUBLIC HOUSING FOR CAUSE HAS AN OPPORTUNITY TO APPEAL THE DECISION														
Obj.1	Conduct "informal" conferences for applicants that are denied admission within 30 days of request for a hearing	Ongoing	Ongoing							X					Informal conferences are scheduled the third week of each month. A total of 54 informal conferences were held during the last 6 months.
Obj.2	Conduct a "formal" hearing for each applicant denied admission after the informal conference within 30 days of denial	Ongoing	Ongoing							X					The grievance secretary schedules formal grievances hearings. A total of 10 were held in the past 6 months.
Obj.3	Attend and present reasons for denying applicants admission at each formal hearing	Ongoing	Ongoing							X					Evidence and supporting documents for denial are compiled and presented at each hearing. A total of 9 out of 10 grievance hearings were upheld in the PHA's favor.
Obj.4	Create a database of persons denied admission due to non-economic reasons by July 2000	07/00	07/00	X											We currently track denials monthly by reason.
GOAL 4:	PROVIDE IMPROVED CUSTOMER SERVICE BY MAINTAINING NON-TRADITIONAL HOURS FOR THE RESIDENT SELECTION OFFICE														
Obj.1	Research and determine if non-traditional hours should be scheduled to better serve the families on the public housing waiting list by June 2000	06/00	08/00	X											We began offering non-traditional hours in May 2000. Currently opened two nights per month. Traffic is tracked monthly.
Obj.2	Conduct an outreach campaign to inform applicants of appointments during non-traditional hours.	05/00	05/00	X											Appointments are offered to applicants to accommodate their schedules. Flyers are posted, and up-dated in the lobbies and management offices.
Page Totals				3	0	0	0	0	0	3	0	0	0	0	



HOUSING MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	<u>Comments</u>  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL 5:	MAINTAIN HUD BUDGET-APPROVED OCCUPANCY LEVELS													
OBJ.1	Maintain an adjusted occupancy level of at least 97% each month	Ongoing	Ongoing								X			Housing Management's average occupancy level for the past 6 months is 94.9% occupied after adjustments. An increase of 4.9% over the last reporting period.
OBJ.2	Maintain a two-to-one applicant folder-to-unit ratio for each vacancy at each development by July 2000	Ongoing	Ongoing									X		We are working to increase the folder to vacant unit ratio. Waiting pool is currently low. Demand exceeds ready to lease folder supply.
OBJ.3	Review and evaluate the impact of the PHA's Transfer Policy on turnover rates by December 2000	12/00	6/01	X										Transfer policy reviewed by Executive Director. He has halted all transfers except for FSS an emergency transfers. A decision will be made on the necessary changes.
GOAL 6:	MARKET PHA PROPERTIES TO THE ELIGIBLE PUBLIC													
OBJ.1	Review and update the Marketing Plan semi-annually (April/October)	Semi-Annually	Jan./Jul.			X								Reviewed and up-dated, but the information must be entered into the system
OBJ.2	Attend third-party functions to market PHA properties at least once per quarter.	Quarterly	Ongoing							X				Third party functions have been attended quarterly.
OBJ.3	Update marketing contact list semi-annually (January/July)	Semi-Annually	Jan./Jul.							X				This item is completed and on schedule.
OBJ.4	Prepare and distribute a promotional brochure at least once per year and distribute according to the Marketing Plan	Annually	7/01			X								The brochure has been translated in Spanish. Should be distributed soon.
Page Total				1	0	2	0	0	0	2	1	1	0	0

HOUSING MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL 7:	ACHIEVE ESTABLISHED COLLECTION OBJECTIVES FOR ALL RESIDENT CHARGES														
Obj.1	Collect at least 92% of resident charged rent each month at each family developments	Monthly	Ongoing							X					Over the past 6 months an average of 92.7% collections has been achieved in our family developments
Obj.2	Collect at least 94% of resident charged rent each month at each elderly/disabled and development	Monthly	Ongoing							X					In our elderly developments over the past 6 months an average of 95.8% collections has been achieved.
Obj.3	Achieve an overall resident-charged rent collection rate of 93% per month for all developments	Monthly	Ongoing							X					Our total collections for family and elderly developments over the past 6 months are 93.3% collected.
Obj.4	Achieve or exceed the <i>Public Housing Assessment System</i> cumulative receivable rate each year	Annually	Ongoing	X											PHAS goal achieved past fiscal year.
Obj.5	Appoint department team to identify obstacles to achieving high levels of rent collection by July 2000	7/00	12/01	X											Changes have been made. Collections continue to improve. Management will determine the impact of a February 2002 change in our rent mailers.
Obj.6	Explore the feasibility of installing Electronic Benefit Transfer (EBT) terminals at each development to assist residents in paying their rent by August 2000	8/00	12/01	X											A new rent collection system has been implemented, with savings to the PHA. New Mailers are being used and tenants encouraged to come into their management office to make payments.
GOAL 8:	CONDUCT INSPECTIONS OF ALL PHA PROPERTY ANNUALLY														
Obj.1	Conduct a Housing Quality Inspection of each unit annually	Annually	Obsolete										X		PHA policy has changed. Facilities Management is now responsible to schedule and conduct HQS inspections.
Obj.2	Prepare a unit inspection schedule for each unit at each development by July of each year	Annually	Obsolete										X		Facilities Management is doing HQS Inspections.
Page Total				3	0	0	0	0	0	3	0	0	2	0	

HOUSING MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL 9: ENSURE HIGH LEVELS OF CUSTOMER SERVICE AT ALL DEVELOPMENTS</b>														
OBJ.1	Revise Resident Complaint Forms by 07/00	07/00	4/02	X										A new resident complaint form has been completed.
OBJ.2	Develop an Access database at each development to track customer complaints by 7/00	07/00	4/02			X								We are currently working with Facilities Management to create a complaint work order. Management staff are reviewing complaint codes.
OBJ.3	Respond to customer complaints within 48 hours of receipt of the complaint	Ongoing	Ongoing							X				Tracking complaints will be part of the new complaint work order system.
OBJ.4	Conduct resident-management meetings each month at each development	Monthly	Ongoing							X				Meetings are being held. Minutes and sign-in sheets are being forwarded to the Executive Director.
OBJ.5	Prepare resident-management meeting minutes and forward to the Executive Director for review within three days of meeting	Monthly	Ongoing							X				Meetings are being held, and minutes are being forwarded to the Executive Director. Inconsistent staffing levels and work priorities have occasionally caused delays.
<b>GOAL10: SHARE INFORMATION AND COMMON CONCERNS</b>														
OBJ.1	Conduct a staff meeting with key Housing Management Department personnel bi-monthly	Bi-Monthly	Ongoing							X				Meetings are being held on the same schedule as the Executive Director's Staff Meetings.
OBJ.2	Prepare minutes of staff meeting and forward to Executive Director for review within three days of meeting	Bi-Monthly	Ongoing							X				Currently Manager's Meeting minutes are prepared and forwarded as soon as possible to the Executive Director.
<b>GOAL11: DETECT RESIDENT FRAUD THAT AFFECTS RENTAL INCOME</b>														
OBJ.1	Determine the need to hire a fraud investigator by July 2000	07/00	07/00	X										Investigator has been hired.
OBJ.2	Cross-reference HUD-provided data with resident data monthly	Monthly	Ongoing							X				Resident data is cross-referenced in the PHAS, MTCS and PIC systems.
<b>Page Totals</b>				<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	

HOUSING MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL12: IMPROVE ADMINISTRATIVE FUNCTION FOR THE DEPARTMENT</b>														
OBJ.1	Update Administrative Plan semi-annually (July/January)	Semi-Annually	Ongoing							X				Policy changes have been made, and more changes are being reviewed, and implemented as of 12/01.
OBJ.2	Research the legality and practicality of maintaining electronic resident files by July 2001	07/01	09/01	X										Resident files are maintained on our AS400 System. Individual Resident Family files (hard copy) are maintained as well.
<b>GOAL13: CREATE A MONITORING AND QUALITY CONTROL PROCESS FOR THE DEPARTMENT</b>														
OBJ.1	Revise existing "spot-check" audit of developments by July 2000	07/00	07/00	X										The form has been revised, and is currently being used for "spot-checks".
OBJ.2	Create a comprehensive auditing procedure manual by December 2000	12/00	9/01			X								The Executive Director is providing guidance with the creation of a Comprehensive Audit Procedure (CAP).
OBJ.3	Conduct "spot-check" audits at each development twice annually	Semi Annually	Ongoing							X				Audits are being conducted. In February 02 the Director of Housing Management will conduct 2 Audits per week.
OBJ.4	Conduct one comprehensive audit at each development annually commencing January 2001	Annually	9/01							X				The CAP manual has not been completed. The Director of Management will review materials provided by the Executive Director. A schedule will then be created.
<b>GOAL14: ENSURE ADEQUATE ORGANIZATIONAL DEVELOPMENT FOR STAFF</b>														
OBJ.1	Ensure that all senior and mid-management housing management staff are Public Housing Manager certified by an accredited professional organization within 12 months of assuming management role	As needed	Ongoing							X				Recommendations are being given to the Executive Director to send 3 Housing Management staff to PHM training.
OBJ.2	Conduct an in-house training session for all management staff that solely relates to the department's functions at least semi-annually	Semi-Annually	Ongoing			X								The Director of Housing Management meets bi-monthly with managers to discuss department functions. The information is then passed to other departmental staff.
<b>Page Totals</b>				<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

HOUSING MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing				Comments	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL15:	EXAMINE AND REVISE, WHEN APPROPRIATE, POLICIES CONCERNING THE DEPARTMENT'S VARIOUS RESPONSIBILITIES AND ADVISE/RECOMMEND TO EXECUTIVE DIRECTOR FOR CONSIDERATION /ACTION(AT LEAST SEMI-ANNUALLY)														
Obj.1	Review and improve the PHA's pet policy by July 2000	07/00	7/01	X											Recommendations completed and forwarded to the Executive Director October 25, 2000
Obj.2	Research income inclusion policies implemented at other housing authorities for impact and applicability at the PHA by December 2000	12/00	12/01	X											We are in compliance with federally mandated income inclusions and exclusions. Nan Mc Kay up-dates are being reviewed.
GOAL16:	ENSURE THE HEALTH AND SAFETY OF STAFF AND RESIDENTS														
Obj.1	Determine improved method of communication (two-way voice) for office personnel conducting inspections at their developments by September 2000	09/00	09/01										X		Management is no longer responsible to complete HQS inspections, which was a large quantity of management inspections. Staff does carry a two-way radio on inspections
Obj.2	Working with the PHA's Safety Liaison and safety Committee, review and recommend methods to improve site office security by April 2001	04/01	4/02			X									A committee has been formed. They are meeting and as problems occur recommendations are made.
GOAL17:	CREATE NEW METHODS OF TRACKING DAILY UNIT STATUS														
Obj.1	Install "Unit Status Boards" at each management office by July 2001	07/01	08/01	X											Management has determined "Status Boards" would be a duplication of work. The AS400 system has unit status. Managers complete a bi-monthly unit status report.
GOAL18:	PREPARE DEPARTMENT FOR LOSS OF PERSONNEL THROUGH RETIREMENTS														
Obj.1	Examine existing staff allocations to determine future organizational structure of the department by July 2000	07/00	10/01	X											Executive Director has completed this task.
Page Totals				4	0	1	0	0	0	0	0	0	1	0	

HOUSING MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing			Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier			
GOAL19:	PROMOTE THE "SELF-MANAGEMENT" OF SCATTERED-SITE UNITS BY RESIDENTS														
Obj.1	Create a "self-help" guide for scattered site residents by July 2001	07/01	7/02		X										This item is due for completion in July 2002. Our new Scattered Site Manager will review materials and create a guide by the due date.
Obj.2	Create and produce "How to be a Good Neighbor" brochure for distribution to scattered-site families by December 2000	12/00	12/01				X								A new manager has been assigned to the Scattered Sites development. She is currently reviewing files, which is a priority.
GOAL20:	IMPROVE OVERSIGHT MANAGEMENT OF SCATTERED-SITE DEVELOPMENTS														
Obj.1	Conduct outreach to scattered-site non-public housing neighbors annually	Annually	7/02		X										This objective is scheduled to be completed in July 2002.
Obj.2	Create a "windshield" inspection checklist for scattered site developments by July 2000	07/00	07/01	X											Manager completed check list on 03/15/01, and is currently using it to inspect the Scattered Sites development.
Obj.3	Create and distribute a scattered-site newsletter for distribution semi-annually	Semi-Annually	Jan./Jul.				X								The Scattered Site Manager has not developed a newsletter. Staff changes and other priorities have delayed this process.
Page Totals				1	2	0	2	0	0	0	0	0	0	0	
Section Totals				17	2	6	3	0	0	21	1	1	3	0	

LEASED HOUSING			Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
					On Target			Problem			On Target	Problem			
					Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL1:	REVIEW ALL PLANS AND MANUALS														
Obj.1	Review and update administrative plans annually (January).	Annually		X											Updated plan April 2001
GOAL2:	REVIEW EXISTING STAFFING PLAN TO DETERMINE IF ADDITIONAL STAFF OR A STAFF REORGANIZATION IS NECESSARY.														
Obj.1	Review existing staff plan to determine if additional staff is required to accomplish the department’s responsibilities by November 2000	11/00		X											Full time inspector hired 1/01
Obj.2	Review existing job responsibilities and workflow to determine if a re-organization is necessary for the department to accomplish its responsibilities by December 2000	12/00		X											Revised Transfer process 11/01
GOAL3:	MAINTAIN A HIGH ADJUSTED LEASE RATE TO MAXIMIZE PROGRAM IMPACT AND TO EARN MAXIMUM ADMINISTRATIVE FEES														
Obj.1	Maintain a lease rate of 97% or higher each month	MONTHLY	Ongoing								X				Data reported in MMR-currently 98%
Obj.2	Track the number of days needed to locate a unit quarterly	ONGOING	Ongoing								X				67 days as of 12/31/01
Obj.3	Prepare direct marketing campaign to property owners by 03/01.	03/01	9/01	X											Landlord handbook has been updated. Ad is prepared and will be placed in newspaper.
GOAL4:	PROVIDE TIMELY COMPLETION OF ANNUAL RECERTIFICATIONS														
Obj.1	Initiate 100% of re-certifications 120 days prior to lease expiration and complete process no later than 30 days prior to lease expiration	ONGOING	Ongoing								X				Report run monthly
Obj.2	Revise procedures to conduct the re-certifications and transfer to the Housing Choice Voucher Program by October 2000.	10/00		X											As of 9/30/01 all families have been converted to the new program.
GOAL5:	PROVIDE TIMELY RE-INSPECTIONS OF RENTAL PROPERTIES.														
Obj.1	Perform Housing Quality Standards (HQS) Inspection within 20 days of request	ONGOING	Ongoing								X				In compliance. Dates noted on booklets
Obj.2	Conduct landlord request for re-inspections within 3 days of request.	ONGOING	Ongoing								X				In compliance. Dates noted on booklets
Obj.3	Establish Computerized system for re-inspections/tracking by September 2001	09/01	10/01			X									Software barrier. Working with DPS to resolve the problem most likely with a software modification.
Page Totals				5	0	1	0	0	0	5	0	0	0	0	

LEASED HOUSING		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL6:	ESTABLISH QUALITY CONTROL PROCEDURES TO MONITOR LEASING, RECERTIFICATIONS, AND (RE) INSPECTIONS													
Obj.1	Review 10% monthly of all leasing, and re-certifications, and 5% of inspections to ensure satisfactory compliance with administrative procedures.	ONGOING	Ongoing							X				Log completed- high accuracy in files
GOAL7:	MAXIMIZE INCOME TO THE PHA THROUGH ACCEPTABLE ADMINISTRATIVE PROCEDURES													
Obj.1	Submit a report to HUD seeking fees for "Hard-to-House" families annually.	Annually		X										List submitted to Accounting July 2001
GOAL8:	LESSEN THE ADMINISTRATIVE BURDEN DUE TO PORTABILITY													
Obj.1	Identify any participants that can be swapped/absorbed (to alleviate billing) with other housing authorities quarterly	QUARTERLY	Ongoing							X				Files absorbed 12/01
GOAL9:	STREAMLINE ADMINISTRATIVE PROCEDURE FOR "SPECIAL" SECTION 8 PROGRAMS													
Obj.1	Review existing procedures in order to streamline "special" Section 8 programs such as the Project-based by May 2001.	05/01	11/01	X										All data has been input and the process for the development
GOAL10:	REDUCE THE HIGH MOBILITY RATES OF SECTION 8 RESIDENTS.													
Obj.1	Track the location of all Section 8 recipients in the city of Providence monthly	MONTHLY	Ongoing							X				Data reported in MMR by census tract & neighborhood
Obj.2	Determine mobility patterns of Section 8 recipients	ONGOING	Ongoing							X				Forwarded weekly
GOAL11:	MEASURE THE IMPACT OF THE SECTION 8 PROGRAM ON THE CITY'S HOUSING MARKET													
Obj.1	Conduct an economic and rental impact analysis of the Section 8 Program by July 2002.	07/02	2/02		X									Assistance needed from OPPRD.
GOAL12:	ASSURE THAT ALL CONTRACTED RENTS MEET RENT REASONABLE STANDARD.													
Obj.1	Conduct an annual rental survey of non-assisted rental units in the city of Providence	ANNUALLY		X										Completed by OPPRD 12/22/00
Obj.2	Ensure that rent reasonableness standard is utilized for all leasings	ONGOING	Ongoing							X				100% checked when signing lease
GOAL13:	DETERMINE REASONS FOR SELECTING TYPE OF NEIGHBORHOOD AND HOME OF SECTION 8 RECIPIENTS													
Obj.1	Conduct a longitudinal study of Section 8 locational choices by December 2002.	ANNUALLY			X									Surveys distributed on a regular basis to all families entering into a new lease.
Page Totals				3	2	0	0	0	0	5	0	0	0	0



LEASED HOUSING		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL14:	PREVENT OR MINIMIZE FRAUD IN THE SECTION 8 PROGRAM													
Obj.1	Hire a new fraud investigator by July 1, 2000.	07/00		X										Position filled July 2000
Obj.2	Establish a policy to collect money owed due to fraud for those who have been terminated from the program by February 2001.	02/01	9/01	X										Memo written 8/01
Obj.3	Conduct a review as to the feasibility of establishing a fraud hotline number by September 2001.	09/01	12/01	X										Review conducted and memo written 11/01.
GOAL15:	DEVELOP AN EDUCATIONAL PROGRAM FOR PROPERTY OWNERS AND RENTAL AGENTS													
Obj.1	Create a newsletter for landlords concerning regulation changes and common problems by October 2000.	10/00	10/01	X										Owner newsletter and handbook written. To be mailed March 2002.
Obj.2	Conduct a review of landlord interest in quarterly orientation sessions by January 2001.	01/01	1/02				X							Include in newsletter mailing.
Obj.3	Design and conduct an informational program for landlords, including speakers on housing law, lead policies, and available funding by September 2001	09/01	3/02				X							Pending final outcome/process for lead issues
GOAL16:	DEVELOP CRITERIA FOR BARRING PARTICIPATION OF PROPERTY OWNERS THAT FAIL TO COMPLY WITH SECTION 8 REGULATIONS/RULES/POLICY													
Obj.1	Review regulations and problematic practices by February 2001.	02/01		X										Listed in the Owner's Handbook
Obj.2	Notify property owners of committee's findings by March 2001.	03/01	10/01	X										Findings are listed in Owner's Handbook
GOAL17:	DEVELOP DEPARTMENTAL POLICIES CONCERNING LEAD POISONING													
Obj.1	Review and develop a policy concerning the criteria for no longer tracking a child with an elevated blood level (EBL) by April 2001.	04/01	1/02	X										Memo written 12/01.
Obj.2	Review who (landlord or PHA) should pay for the annual renewal of the lead safe certificate by September 2001.	09/01	1/02	X										Memo written 12/01
Page Totals				8	0	0	1	1	0	0	0	0	0	

LEASED HOUSING		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing				Comments  <i>(Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)</i>	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL18:	DEVELOP A DECONCENTRATION PROGRAM POLICY														
Obj.1	Review new regulations concerning de-concentration and develop a local policy by 06/00.	06/00	01/02	X											Policy written and included in Admin. Plan July 2000.
GOAL19:	DEVELOP AN INNOVATIVE METHOD TO REOPEN THE WAITING LIST														
Obj.1	Determine a method to reopen waiting list without requiring long lines and special events by March 2003	03/03			X										
Page Totals				1	1	0	0	0	0	0	0	0	0	0	
Section Totals				17	3	1	1	1	0	10	0	0	0	0	

DEPARTMENT OF RESIDENT SERVICES			Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
					On Target			Problem			On Target	Problem			
					Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL 1:	ENSURE A CUSTOMER FOCUS AND FISCAL RESPONSIBILITY IN PROGRAM ADMINISTRATION														
Obj.1	Design and administer customer satisfaction survey to 80% of participants in each programmatic element annually.	Annually				X									Draft surveys have been developed; pgm manager input prior to submittal to ED
Obj.2	Identify and secure funding sufficient to meet specific program goals and objectives annually.	Annually										X			Not yet identified shortfall resulting from loss of USDOL and PHDEP funds
Obj.3	Maintain monthly draw down of funds and timely submittal of all required program and fiscal reports.	Ongoing Monthly									X				
GOAL 2:	BUILD AND MAINTAIN SEAMLESS NETWORK OF RESIDENT SERVICES THROUGH INTER-DIVISION COORDINATION														
Obj.1	Establish schedule of monthly inter-division team meetings to address and track individual client issues that cross division lines.	Ongoing Monthly			X										
Obj.2	Establish a schedule of inter-division cross training activities for division staff to be conducted quarterly.	Ongoing Quarterly			X										
Obj.3	Research and develop plan to assess computer system requirements necessary to facilitate gathering of data for program measures by January 2002.	January 2002											X		Software and skill level problem. Setting up data bases is complicated, managers are working on it but have encountered problems they can't solve. Quality control in terms of data entry also a problem.
GOAL 3:	ENSURE CONTINUED PROFESSIONAL DEVELOPMENT OF DEPARTMENTAL STAFF														
Obj.1	Develop and implement plan to provide specific skills training needed for division staff by June 2002.	June 2002				X									Non-tech training needs identified. Continue to look for free or low cost training
Obj.2	Develop and implement training schedule for division staff to meet required level of computer skills competence.	Ongoing Quarterly											X		Problem getting to Broad Street. No networked CBT
Page Totals					2		2					1		3	

DEPARTMENT OF RESIDENT SERVICES			Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
					On Target			Problem			On Target	Problem				
					Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier						
					Ongoing	Ongoing	Barrier									
GOAL 4: ALLEVIATE BARRIERS TO RESIDENT ACCESS OF DEPARTMENT PROGRAMS AND SERVICES																
Obj.1	Develop a department transportation plan by June 2002	June 2002				X										Interim policies developed; most workable plan is not affordable at this time
Obj.2	Develop a department plan to address renovation, repair and/or replacement of existing facilities as well as the addition of new facilities by June 2002.	June 2002			X											Department role in planning for capital expenditures at community centers not clear
Obj.3	Develop departmental plan to provide full-day, on-site childcare services at one family development for residents returning to school and/or work by September 2002.	September 2002			X											Requires capital investment, probably at new HPCC
GOAL 5: CREATE AN ENVIRONMENT CONDUCTIVE TO EFFECTIVE SELF-SUFFICIENCY PROGRAM ADMINISTRATION BY ADDRESSING PARTICIPANT SAFETY AND SOCIAL SERVICE SUPPORT NEEDS																
Obj.1	Create case management strategies for FSS clients with low level, persistent substance abuse issues. Assessment and/or action plans in FSS contracts by April 2002	June 2002				X										Interdivision team meetings will address this population and help ensure appropriate services and/or referrals
Obj.2	Establish effective communication system with Providence Police and follow up protocols specific to domestic violence by September 2002.	September 2002				X										The first phase has been completed; additional training is forthcoming.
Obj.3	Establish program to assist FSS participants to deal with problem children by September 2002	September 2002				X										Pilot program was tested last year with some success. Case management follow-up is increasing due to the number of affected FSS families. Interdivision coordination will identify more options for these families.
GOAL 6: ADMINISTER PROGRAMS LEADING TO PERMANENT ECONOMIC GAINS AND QUALITY OF LIFE IMPROVEMENTS FOR RESIDENTS WHO ENTER TO PROGRAMS UNEMPLOYED																
Obj.1	Serve a minimum of 150 unemployed adults per year in FSS, education and training work experience programs.	Ongoing									X					Exceeded number by 12/01
Obj.2	Ensure that all ABE/GED/ESL students in 20-hour programs who attend at least 75% meet performance standards adopted by RIDE.	Ongoing									X					First semester standard reached
Obj.3	Ensure that 100% of all enrolled participants have written "work readiness" skills development plan and a personal goal plan.	Ongoing									X					Completed for semester one
Page Totals						2	4				3					

DEPARTMENT OF RESIDENT SERVICES		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL 6:	ADMINISTER PROGRAMS LEADING TO PERMANENT ECONOMIC GAINS AND QUALITY OF LIFE IMPROVEMENTS FOR RESIDENTS WHO ENTER TO PROGRAMS UNEMPLOYED													
OBJ. 4	Ensure that all FSS participant case records reflect quarterly case management meetings, updated contracts and accurate escrow calculations annually.	Annual								X				All case managers update case management notes at least quarterly and in some cases monthly or even weekly.
OBJ. 5	Ensure that program entry assessments and ongoing educational and case management support address identified special needs of adult learners.	Ongoing								X				Case managers refer as indicated
GOAL 7:	ADMINISTER PROGRAMS LEADING TO PERMANENT ECONOMIC GAINS AND QUALITY OF LIFE IMPROVEMENTS FOR RESIDENTS WHO ENTER TO PROGRAMS EMPLOYED													
OBJ. 1	Complete program entry assessments of 100% participants to measure/document basic skills and resource needs annually.	Annual								X				Completed for semester one
OBJ. 2	Serve a minimum of 75 under employed residents per year	Annual								X				Achieved by 12/01
OBJ. 3	Increase department/staff capacity for quality referrals by developing and maintaining an up to date community resource "consumer guide" by June 2002	Nov. 2002		X										
OBJ. 4	Establish scattered site based tenant association, enhanced orientation program and mentoring program by June 2002.	June 2002			X									Surveys have been sent out to residents with a 10% return. Data will be entered into an access database to tabulate results.
OBJ. 5	Ensure that all FSS participant case records reflect quarterly case management meetings, updated contracts and accurate escrow account calculations annually.	Annual								X				
OBJ. 6	Ensure that program entry assessments and ongoing educational and case management support address identified special needs of adult learners.	Ongoing								X				Referrals are made to appropriate agencies when needed. Interdivision training meetings will enhance our ability to better serve this population by providing more options for appropriate services.
GOALS 8:	ADMINISTER USDOL WELFARE TO WORK PROGRAM IN ACCORDANCE WITH CONTRACT BENCHMARKS													
OBJ. 1	Outreach to 345 public housing and Seciton 8 residents by June 2002	Jan. 2002			X									Meeting all contract milestones
OBJ. 2	Incorporate WtW program into FIP plans of 175 residents by 2002	June 2002			X									
OBJ. 3	Provide and monitor work activity for 100 participants through 2002	June 2002			X									
OBJ. 4	Provide small group and tutorial ESL services to WtW participants by 6/02	June 2002			X									
Page Totals					1	5				6				

DEPARTMENT OF RESIDENT SERVICES		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL 9:	MAINTAIN AN EFFECTIVE YOUTH PROGRAM THAT SERVES PUBLIC HOUSING YOUTH AT FOUR COMMUNITY CENTERS													
Obj.1	Register twice annually (September and June) minimum of 200 resident youth, authority wide, in the after-school and summer Youth Program	Bi-annually				X								235 Youth Registered as of 10/1/01
Obj.2	Maintain an average Youth Program attendance of 75% annually	Annually								X				88% as of October's Monthly Report ( as evidenced by the Prevention Attendance Numbers)
Obj.3	Maintain a variety of educational, sports, and arts programs to offer to youth enrolled in the program	Ongoing								X				Each site of the four sites currently offers Education: Homework Help, Computer Lab,Sports, Performing and Visual Arts, Yoga, Chess, Boy Scouts, Zoo Power,
GOAL 10:	INCREASE SELF AND RESPONSIBILITY AMONG PUBLIC HOUSING YOUTH													
Obj.1	Conduct 24, weekly, age-appropriate, life skills training workshops for registered Youth Program participants annually, beginning in October and concluding in May.	May 2002				X								Began October 15, running weekly at each site. Pre-testing 100% complete
Obj.2	Enroll 75% of registered Youth Program participants in at least one organized sport and/or enrichment activity annually.	Annually				X								(10/01) 69% of youth in at least one organized activity, excluding! Fall sports and computer Club
Obj.3	Sponsor, through the Youth Service Council, a minimum of two community service projects per semester, annually.	Annually				X								YSC began 11/01; 8 teens enrolled
Obj.4	Develop and conduct once monthly (October-May), in collaboration with the Division of Education and Training, a Career Exploration seminar, for all teens registered in the Youth Program	May 2002				X								Events so far scheduled: November - January
GOAL 11:	PROVIDE A SUPPORTIVE ENVIRONMENT THAT ENCOURAGES ACADEMIC ACHIEVEMENT AND PERSONAL DEVELOPMENT AMONG PUBLIC HOUSING YOUTH													
Obj.1	Monitor and report monthly, progress in developing social, academic, motor, cognitive and self-management skills for 100% of program participants	Ongoing				X								Task 1 - Individual tracking form 01/02
Obj.2	Offer academic assistance sessions (Homework Help) to youth enrolled in after school Youth Program three times a week at four community center sites.	Ongoing								X				Offered Tuesday – Thursday at each site 38 sessions held ; 630 participant hours logged
Obj.3	Achieve an 80% graduation rate among high school seniors registered in the Youth Program	Annually				X								Although no High School Seniors are registered in the program, tasks 1- 3 currently in progress. Task 4 starts 1/02
Obj.4	Research and develop a College Access Program that would serve 30% if teens enrolled in the Youth Program	Annually				X								First task due 1/02
Page Totals						1	7				3			

DEPARTMENT OF RESIDENT SERVICES		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL 12:	OFFER ORIENTATION PROGRAMS THAT EQUIP NEW RESIDENTS TO MAINTAIN THEIR OCCUPANCY IN PUBLIC HOUSING AND MAKE FULL USE OF PHA SERVICES														
Obj. 1	Provide monthly pre-occupancy classroom based training to prospective residents of the family developments as an overview of life in public housing and ongoing eviction prevention support	Ongoing									X				Classes continuing in Coordinator's absence.
Obj. 2	By July 2002, develop revised curricula, method and schedule for new resident orientation that will ensure 100% participation of new residents in both the elderly/disabled and family developments, and retention of 70% of the material presented.	July 2002		X											Scheduled completion around coordinator's leave.
Obj. 3	Coordinate and implement revised orientation programs for all new residents of the elderly/disabled buildings and of the family developments by October 2003.	October 2003		X											Scheduled completion around coordinator's leave
Obj. 4	By June 2004, provide continuing education sessions for residents that will reinforce and develop basic skills, such as budgeting, that help maintain tenancy and reduce the number of evictions for unsanitary conditions, non-payment of rent and property damage by 5% annually.	June 2004		X											Can be devised once revised curriculum is in place.
GOAL 13:	IMPROVE THE HEALTH STATUS OF RESIDENTS THROUGH THE DIRECT PROVISION OF AND REMOVAL OF BARRIERS TO HEALTH SERVICES AND PROGRAMS.														
Obj.1	Meet 100% of identified medical transportation needs by October 2002	Oct. 2002									X				Needs documented by Assessment Form: addressed as they are discovered.
Obj.2	Ensure that 100% if the identified nutritional needs are met by October 2002	Oct. 2002									X				Needs documented by Assessment Form: addressed as they are discovered.
Obj.3	By October 2003, ensure that 80% of the residents in the elderly/disabled buildings who have no medical insurance are enrolled in an insurance program or a free-care program at an area healthcare provider, and a program that at least partially pays for prescription drugs.	Ongoing									X				Residents are already being referred to prescription and insurance programs. Assessment will uncover more needs and will enable us to measure progress.
Obj.4	By June 2005, ensure that 80% of the residents in the elderly/disabled buildings have a primary medical care provider.	June 2005									X				Residents are already being referred to primary care providers. Assessment will uncover more needs and will enable us to measure progress.
Obj.5	By June 2005, 35% of all PHA residents will have participated in at least one PHA Health Program sponsored activity a year.										X				Attendance being monitored.
Page Totals					3						6				

DEPARTMENT OF RESIDENT SERVICES		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing				Comments	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL 14:	ENSURE THAT RESIDENTS HAVE ACCESS TO THE FULL RANGE OF SUPPORTIVE SOCIAL SERVICES NECESSARY TO MAINTAIN THEIR TENANCY IN PUBLIC HOUSING AND THAT PROMOTES THEIR GREATER INDEPENDENCE.														
Obj.1	Each year, PHA staff will complete an assessment of social needs of 100% of the residents in the elderly/disabled buildings.	Annually								X					Assessments have begun.
Obj.2	Each year, PHA staff will develop service plans for 100% of completed assessments of the residents in the elderly/disabled buildings.	Annually								X					Coupled with the assessments.
Obj.3	Each year, 800 individuals will meet or exceed goals set forth in their service plans.	Annually								X					Process has just begun.
Obj.4	Each year, 50% of the residents in the elderly/disabled buildings will participate in at least one activity offered by the Supportive Services Division.	Annually								X					Attendance being monitored.
Obj.5	By October 2002, all completed assessments will be stored in a digital database	Oct. 2002										X			Not all RSC's have computers able to run the software; database is developed but need more technical know-how to complete data-entry form.
Obj.6	Meet the annual objectives identified in the Family Support Program grant.	Oct. 2002								X					Meeting objectives.
Page Totals										5		1			
Section Totals				2	7	1	8				2		4		



FACILITIES MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing	Barrier		
<b>GOAL1: INSURE THAT ALL WORK ACCOMPLISHED BY FM MAINTENANCE EMPLOYEES IS OF A HIGH QUALITY, DONE RIGHT THE FIRST TIME</b>														
Obj.1	Perform a systematic review of quality control policies for all maintenance services by November 2000	11/00	5/02					X						Revised date. Committee formed. Meetings underway.
Obj.2	Create an independent position within the department responsible for insuring that quality control standards are met on all jobs and tasks by October 2000	12/00	10/01						X					No funding available for this position at present
Obj.3	Institute an internal quality control program for all maintenance employees by June 2001	03/01	06/02						X					Conditional on completion of Objective 2
<b>GOAL2: ESTABLISH A DEPARTMENTAL MIS INFORMATION SYSTEMS FOR IMPROVED EFFICIENCY AND PHA-WIDE NETWORKING.</b>														
Obj.1	Develop system queries, which provide timely information to FM supervisory personnel by May 2000	05/00		X										More than two dozen queries developed. Many special queries developed.
Obj.2	Develop and implement a departmental leave tracking system, which allows for timely staff scheduling and task planning by June 2000	06/00		X										Internal tracking system installed at FM.
Obj.3	Create a stand alone database to track information related to bidding and contracts in conjunction with Capital Fund expenditures by April 2002	09/00	04/02			X								Revised date. Fields for database have been completed. Data gathering on contract information has begun.
Obj.4	Complete the conversion of work order, and inventory control systems by January 2000	12/00		X										System is operational. We are in post completion test and troubleshooting period, which will end with the June inventory.
Obj.5	Create one central ACCESS database which contains physical needs data, capital projects information, major systems inventory and warranty information by April 2002	04/02										X		Access database on physical needs being created by Office of Planning & Policy. Capital projects information being integrated into Objective 3.
<b>Page Totals</b>				<b>3</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>

FACILITIES MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)
				On Target			Problem			On Target	Problem			
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing			
GOAL3:	REVIEW AND REVISE MAINTENANCE POLICIES AND PROCEDURES AND DEVELOP WRITTEN PROTOCOLS SPECIFIC TO EACH SITE, FOR BOTH THE OPERATION & MAINTENANCE OF PHA PROPERTY AND EQUIPMENT													
Obj.1	Identify the major building systems and equipment, which should be inspected and/or maintained by contract by August 2000	08/00		X										List of potential maintenance contracts has been created.
Obj.2	Develop detailed maintenance protocol for grounds by July 2000	07/00	3/02			X								Revised date. Landscaping protocol complete. Individual grounds maint. by building under development.
Obj.3	Develop detailed maintenance protocol for all Authority equipment by November 2000	11/00	08/02			X								Revised date. Fixed Asset Inventory now in progress. Individual equipment data sheets now being prepared.
Obj.4	Develop detailed maintenance protocol for all building envelopes by February 2000	02/01	04/02			X								Revised date. Building components have been identified. Balance of tasking has not yet begun.
Obj.5	Develop detailed maintenance protocol for all major building systems by July 2000	07/01	07/02			X								Revised date. Systems data sheets for heating, ventilating, air conditioning, generators being prepared.
Obj.6	Develop detailed maintenance protocol for major custodial duties by July 2001	07/01	05/02			X								Revised date. Major custodial functions now being identified.
Obj.7	Develop detailed maintenance protocol for Housing Quality Standards and frequently used tenant service work orders by August 2001	08/01	06/02			X								Revised date. Work order information being gathered for analysis.
GOAL4:	DEVELOP AN ATMOSPHERE WITHIN THE DEPARTMENT THAT INSURES EACH EMPLOYEE WORKS AT PEAK EFFICIENCY AND EFFECTIVENESS													
Obj.1	Develop aptitude and general education standards, which all new FM employees must meet by August 2000	08/00		X										TABE locator test used to measure grade level in reading and math for promotions from temp to permanent status at PHA.
Obj.2	Review job requirements for all non-skilled staff and develop a list of competencies for each position by November 2000	11/00	04/02			X								Revised date. Committee currently meeting to identify skill requirements for Custodian and Laborer positions.
Obj.3	Develop recurring employee training programs that address competency shortcomings, increase needed skills and improve productivity by January 2001	01/01	07/02		X									Revised date. Some training needs have been identified. Most will be determined after completion of Objective 2.
Page Totals				2	1	7	0	0	0	0	0	0	0	

FACILITIES MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL5:	INSTITUTE POLICIES AND PROCEDURE TO REDUCE STAFFING SHORTFALLS CAUSED BY EXCESSIVE ABSENTEEISM, VACATIONS, AND A SHORTAGE OF PERMANENT 2 <sup>ND</sup> AND 3 <sup>RD</sup> SHIFT EMPLOYEES														
Obj.1	Prepare a comprehensive analysis of the department's seasonal workload and an evaluation of which of these tasks might be more efficiently and effectively accomplished by contracting out by September 2000	09/00		X										Seasonal workload reviewed. Potential service contracts noted. Need approval to include in PHA's budget for next yr.	
Obj.2	Develop a new staffing model for covering Dispatch and the 2 <sup>nd</sup> and 3 <sup>rd</sup> shifts within the FM Department by October 2000	10/00		X										Laborer/Dispatcher has been hired for each shift.	
Obj.3	Develop and implement written staff scheduling protocols, which address vacations, emergency absences and seniority issues by October 2000	10/00	07/02			X								Revised date. Meetings held on scheduling issues. Review of leave issues and union regulations underway.	
Obj.4	Reduce the number of individuals with excessive absenteeism by 25% by June 2001 and 50% by June 2002.	Annual Targets	Ongoing							X				Progress Some staff have improved their attendance. Additional policy recommendations being drafted.	
GOAL6:	DEVELOP AND IMPLEMENT A COMPREHENSIVE SAFETY PROGRAM FOR EMPLOYEES, WHICH ADDRESS ALL CURRENT REGULATORY REQUIREMENTS.														
Obj.1	Develop a Bloodborne Pathogens Program by July 2000	07/00		X										Material, training, & equipment in place.	
Obj.2	Develop and implement a Fire Extinguisher Safety Program by May 2000	05/00		X										Program developed. Blanket purchase agreements for equipment in place.	
Obj.3	Develop and implement a Respirator Protection Program by June 2000	06/00		X										Material, training, & equipment in place.	
Obj.4	Develop and implement a Hazard Communications Program by August 2000	08/00		X										Plan published.	
Obj.5	Develop and implement a Lock Out, Tag Out Program by November 2000	11/00		X										LO/TO Plan draft completed Staff trained.	
Obj.6	Conduct an annual inspection of FM work centers modeled after the 1999 DOL inspection, by January 2001	Annual Targets	Ongoing	X										FY2002 inspection completed.	
Page Totals				8	0	1	0	0	0	1	0	0	0	0	

FACILITIES MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing		Obsolete	Resolved	Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL7:	ENSURE THAT SAFETY SYSTEMS REQUIRED IN ALL PHA FACILITIES ARE STATE OF THE ART, AND IN COMPLIANCE WITH ALL REGULATORY REQUIREMENTS														
Obj.1	Conduct all appropriate testing and inspections on the PHA's natural gas master meter systems at Chad Brown, Admiral Terrace, Manton and Hartford Park Housing Developments with the process beginning by June 2000	06/00	Ongoing							X					Annual Leak detection test completed. Quarterly inspections conducted. Gas line repairs completed.
Obj.2	Develop a protocol to insure that elevator inspections are conducted on time and in accordance with all applicable Federal, State and local requirements by September 2000	09/00	Ongoing							X					Inspection/task matrix created to monitor contract compliance.
Obj.3	Upgrade all building fire alarm systems to current fire code standards by December 2005	12/05	Ongoing			X									Contract awarded to Commercial Electric for Dexter I/II. Design underway for Carroll & Parenti.
GOAL8:	ENHANCE THE PHYSICAL SECURITY OF RESIDENTS IN PHA PROPERTIES														
Obj.1	Conduct a comprehensive exterior lighting survey of each Elderly/Handicapped Building and recommend lighting improvements to enhance security by August 2000	08/00		X											Completed. Surveys done. Some lights installed. Additional work to be done in spring of 2002.
Obj.2	Install intercom systems from apartment to entrance doors at Sr. Dominica Manor and Dexter Manor by February 2001	02/01	04/02			X									Revised date. Contract awarded. Work underway as part of Card Access/Security project.
Obj.3	Install card access systems in all PHA high-rise buildings by April 2001	04/01	04/02			X									Revised date. Contract awarded. Work underway as part of Card Access/Security project
Obj.4	Install video systems in PHA high rise buildings which would allow residents to monitor visitors seeking entry into the building using the intercom system by January 2001	01/01	04/02			X									Revised date. Contract awarded. Work underway as part of Card Access/Security project
GOAL9:	IMPROVE FACILITIES MANAGEMENT UNIT TURNAROUND TIMES														
Obj.1	Reduce unit turn around times for modernization units to 75 days or less by June 2001	Ongoing 06/01	Ongoing 06/02			X									Revised date. More work being contracted out. RW kitchen work underway with contractor.
Obj.2	Reduce unit turn around times for non-modernization units to twenty-five days or less by June 2001	Ongoing 06/01	Ongoing 06/02			X									Revised date. Achievement of goal impacted by PHAS inspection generated work orders.
Page Totals				1	0	6	0	0	0	2	0	0	0	0	

FACILITIES MANAGEMENT		Original Completion Date	Current Estimated Completion Date	Time Bound						Ongoing				Comments  (Required for all problem category and all ongoing objectives. Comments should list any quantifiable data available to assess the status of the objective)	
				On Target			Problem			On Target	Problem				
				Completed	Not Yet Begun	In Progress	Not Yet Begun	In Progress	Barrier	Ongoing	Ongoing				Barrier
GOAL10:	DEVELOP POLICIES AND PROGRAMS TO EXPAND RESIDENT AWARENESS OF MAINTENANCE REQUIREMENTS AND IDENTIFY AREAS WHERE RESIDENT’S WOULD PARTICIPATE IN COMMON AREA MAINTENANCE.														
Obj.1	Create a mechanism to periodically inform residents of maintenance issues and update them on site specific problems needing their attention by December 2000	12/00											X		FM using Community Services Adult and Family newsletter.
Obj.2	Develop a plan with the Management Department to involve residents in the maintenance of common spaces in their buildings by August 2001	08/01	06/02			X									Revised Date. Working with Mgmt. Dept on recommendations for use of residents.
GOAL11:	INSURE THAT ALL MODERNIZATION REPORTS ARE SUBMITTED WITHIN THE TIME FRAMES ESTABLISHED BY HUD														
Obj.1	Prepare the Annual Capital Plan and submit it to HUD no later than May 2001	Annual Targets								X					Annual Capital Fund under development. It is on time for submission in April 2002.
Obj.2	Prepare the Annual Performance & Evaluation Report and submit it to HUD with the Annual Plan due in April.	Annual Targets								X					Revised Goal. Report will be submitted with Annual Plan in 2002.
Page Totals				0	0	1	0	0	0	2	0	0	1	0	
Section Totals				14	1	16	0	1	2	5	0	0	2	0	