

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

PHAPlans

5YearPlanforFiscalYears2000 -2004
AnnualPlanforFiscalYear2000

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBE COMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

**PHA Plan
Agency Identification**

PHAName: Housing Authority of the City of Meriden

PHANumber: CT011

PHAFiscalYearBeginning:(mm/yyyy) 10/2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004
[24CFRPart903.5]

A.Mission

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

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

B.Goals

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

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

- X PHA Goal: Expand the supply of assisted housing
Objectives:
X Apply for additional rental vouchers:
X Reduce public housing vacancies:
X Leverage private or other public funds to create additional housing opportunities:
X Acquire or build units or developments
 Other (list below)
- X PHA Goal: Improve the quality of assisted housing
Objectives:
X Improve public housing management: (PHAS score) 79
X Improve voucher management: (SEMAP score) (Has not been released)
X Increase customer satisfaction:
X Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
X Renovate or modernize public housing units:
X Demolish or dispose of obsolete public housing:

- X Provide replacement public housing:
- X Provide replacement vouchers:
- Other:(list below)

X PHA Goal: Increase assisted housing choices

Objectives:

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

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

X PHA Goal: Provide an improved living environment

Objectives:

- X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- X Implement public housing security improvements:
- Designated developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other:(list below)

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

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

Objectives:

- X Increase the number and percentage of employed persons in assisted families: ROSS Grant 2001
- X Provide or attract supportive services to improve assistance recipients' employability: ROSS Grant 2001
- X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other:(list below)

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

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

Other PHA Goals and Objectives: (list below)

Expand the supply of assisted housing:

The Meriden Housing Authority has been diligent in its efforts to meet goals and objectives. Results can be seen in the way the MHA has managed to decrease the vacancy levels in the federal units. Efforts have been made by the Housing Management staff to decrease the unit turnover rate, which has promoted a significant reduction in the vacancy rate.

The MHA is working on the financing for the renovations of Chamberlain Heights. Currently the MHA is in the process of establishing the means of gaining the financing through bond insurance.

Improve the quality of assisted housing:

At the federal family units, the MHA is planning to apply for a HOPE VI grant to demolish and reconstruct Mills Memorial Apartments. Mills is a high-rise development that is functionally obsolete. The MHA is awaiting the Notice of Funding Availability for the plans to go forward. The plans for the reconstruction of Mills Memorial Apartments include the construction of scattered-site housing and replacement vouchers.

Increase assisted housing choices:

The MHA will construct resident-owned single and two-family units that will be able to be rented to section 8 families. Family Self-Sufficiency participant will be encouraged, and are currently being encouraged, to utilize escrow funds for homeownership.

Provide an improved living environment:

The MHA has continued, and increased, the use of security patrols at the elderly development to ensure a safer living environment. Improvements have been made to the laundry room. We have installed the Smart Cards system, there is no money used in the wash machine or the dryer, this has reduced vandalism to the machines and allows the MHA to leave the laundry room open 24 hours.

The MHA continues to promote self-sufficiency and asset development of assisted households.

ROSS programs are in process and we have had four graduation ceremonies for the program participants.

The MHA is developing plans to renovate some units in the federal development to specifically accommodate those in need of handicap accessible housing.

AnnualPHAPlan
PHAFiscalYear2000
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

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

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiativesanddiscretionarypoliciesthePHAhasincludedinthe AnnualPlan.

TheHousingAuthorityoftheCityofMeridencontinuestoreviewtheproceduresandpoliciesinaccordwiththeHUDregulations. TheMHAwillalsocontinuetopursuefundingsources thatwillprovideasafe,decent,sanitaryandaffordablelivingenvironmentto thoseinneed,includingbutnotlimitedtoapplyingforaHOPEVIgranttoreplaceobsoletehousing.

iii. AnnualPlanTableofContents

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,and alistofsupportingdocumentsavailableforpublicinspection .

TableofContents

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AnnualPlan

- i. ExecutiveSummary
- ii. TableofContents
 - 1. HousingNeeds

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6. Grievance Procedures
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9. Designation of Housing
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11. Homeownership
12. Community Service Programs
13. Crime and Safety
14. Pets (Inactive for January 1 PHAs)
15. Civil Rights Certifications (included with PHA Plan Certifications)
16. Audit
17. Asset Management
18. Other Information

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:

- X Admissions Policy for De concentration
- X FY2003 Capital Fund Program Annual Statement
- Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

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 include 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 include the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/ 99	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
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
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
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 result of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Others supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24CFR Part 903.79(a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	2173						
Income > 30% but <= 50% of AMI	1502						
Income > 50% but < 80% of AMI	1514						
Elderly	625						
Families with Disabilities							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

X Consolidated Plan of the Jurisdiction/s
Indicate year: **July 2000 - June 2005**

- U.S.Censusdata:theComprehensiveHousingAffordabilityStrategy(“CHAS”)dataset
- AmericanHousingSurveydata
Indicateyear:
- Otherhousingmarketstudy
Indicateyear:
- Othersources:(listandindicateyearof information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant

-Based Assistance Waiting Lists

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

-wide waiting list administered by the PHA.

Housing Needs of Families on the Waiting List			
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	133		
Extremely low income <= 30% AMI	27	26%	
Very low income (> 30% but <= 50%	34	33%	

Housing Needs of Families on the Waiting List

AMI)			
Low income (>50% but <80% AMI)	21	20%	
Families with children	104	78%	
Elderly families	29	21%	
Families with Disabilities	15	11%	
Race/ethnicity White	10	7.5%	
Race/ethnicity Black	7	5.3%	
Race/ethnicity Hispanic	116	87%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	29	21%	
2BR	33	25%	
3BR	40	30%	
4BR	18	14%	
5BR	6	5%	
5+BR	7	5%	
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families on the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA’sstrategyforaddressingthehousingneedsoffamiliesinthejurisdictionandonthewaitinglist
YEAR,andtheAgency’sreasonsforchoosingthisstrategy.

INTHEUPCOMING

(1)Strategies

Need:Shortageofaffordablehousingforalleligiblepopulations

Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithinitscurrentresourcesby:

Selectallthatapply

- X Employeffectivemaintenanceandmanagementpolicies tominimizethenumberofpublichousingunitsoff -line
- X Reduceturnovertimeforvacatedpublichousingunits
- X Reducetimetorenovatepublichousingunits
- X Seekreplacementofpublichousingunitslosttotheinventorythroughmixedfinancedevelopment
- X Seekreplacementofpublichousingunits losttotheinventorythroughsection8replacementhousingresources
- X Maintainorincreasesection8lease -upratesbyestablishingpaymentstandards thatwillenablefamieliestorentthroughoutthe jurisdiction
- X UndertakemeasurestoensureaccesstoaffordablehousingamongfamiliesassistedbythePHA,regardless ofunitsize required
- X Maintainorincreasesection8lease -upratesbymarketingtheprogramtoowners,particularlythoseoutsideofareasof minorityandpovertyconcentration
- X Maintainorincreasesection8lease -upratesbyeffectivelyscreeningSection8applicantstoincreaseowneracceptanceof program
- X ParticipateintheConsolidatedPlandevelopmentprocesstoensurecoordinationwithbroadercommunitystrategies
- Other(listbelow)

Strategy2:Increasethenumberofaffordablehousingunitsby:

Selectallthatapply

- X Applyforadditionalsection8unitsshouldtheybecomeavailable
- X Leverageaffordablehousingresourcesinthecommunitythroughthecreation ofmixed -financehousing
- X PursuehousingresourcesotherthanpublichousingorSection8tenant -based assistance.

Other:(listbelow)

Need:SpecificFamilyTypes:Familiesatorbelow30%ofmedian

Strategy1:Targetavailableassistancetofamiliesatorbelow30%ofAMI

Selectallthatapply

- ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30%ofAMIinpublichousing
- ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30%ofAMIintenant-basedsection8assistance
- Employadmissionspreferencesaimedatfamilieswiththeeconomichardships
- X Adoptrentpoliciestosupportandencouragework
- Other:(listbelow)

Need:SpecificFamilyTypes:Familiesatorbelow50%ofmedian

Strategy1:Targetavailableassistanceto familiesatorbelow50%ofAMI

Selectallthatapply

- Employadmissionspreferencesaimedatfamilieswhoareworking
- X Adoptrentpoliciestosupportandencouragework
- Other:(listbelow)

Need:SpecificFamilyTypes:TheElderly

Strategy1: Targetavailableassistancetotheelderly:

Selectallthatapply

- Seekdesignationofpublichousingfortheelderly
- X Applyforspecial -purposevoucherstargetedtotheelderly,shouldtheybecomeavailable
- Other:(listbelow)

Need:SpecificFamilyTypes:FamilieswithDisabilities

Strategy1: Targetavailableassistanceto FamilieswithDisabilities:

Selectallthatapply

- Seekdesignationofpublichousingforfamilieswithdisabilities
- Carryoutthomodificationsneededinpublichousingbasedonthesection504NeedsAssessmentforPublicHousing
- Applyforspecial -purposevoucherstargetedtofamilieswithdisabilities,shouldtheybecomeavailable
- Affirmativelymarkettolocalnon -profitagenciesthatassistfamilieswithdisabilities
- Other:(listbelow)

Need:SpecificFami lyTypes:Racesorethnicitieswithdisproportionatehousingneeds

Strategy1:IncreaseawarenessofPHAresourcesamongfamiliesofracesandethnicitieswithdisproportionateneeds:

Selectifapplicable

- Affirmativelymarkettoraces/ethnicitiesshowntohavedisproportionatehousingneeds
- Other:(listbelow)

Strategy2:Conductactivitiestoaffirmativelyfurtherfairhousing

Selectallthatapply

- Counselesection8tenantsastolocationofunitsoutsideofareasofpoverty orminorityconcentrationandassistthemtolocate thoseunits
- Marketthesection8programtoownersoutsideofareasofpoverty/minorityconcentrations
- Other:(listbelow)

OtherHousingNeeds&Strategies:(listneedsandstrategiesbelow)

(2)ReasonsforSelectingStrategies

Ofthefactorslistedbelow,selectallthatinfluencedthePHA'sselectionofthestrategiesitwillpursue:

- Fundingconstraints
- Staffingconstraints

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

2. Statement of Financial Resources

[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 grants 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
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	1,201,289.00	
b) Public Housing Capital Fund	2,539,776.00	
c) HOPEVI Revitalization	N/A	
d) HOPEVI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant -Based Assistance	4,268,240.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	118,915.00	
g) Resident Opportunity and Self-Sufficiency Grants	650,000.00	

FinancialResources: PlannedSourcesandUses		
Sources	Planned\$	PlannedUses
h) CommunityDevelopmentBlock Grant	10,000.00	
i) HOME	0.00	
OtherFederalGrants(listbelow)		
2.P riorYearFederalGrants (unobligatedfundsonly)(list below)		
3.PublicHousingDwellingRental Income		
4.Otherincome (listbelow)		
4.Non -federalsources (listbelow)	54,000.00	
Totalresources		

3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

A.PublicHousing

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesubcomponent3A.

(1)Eligibility

a. When doesthePHAverifyeligibilityforadmissiontopublichousing?(selectallthatapply)

- Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(statenumber)
 Whenfamiliesarewithinacertaintimeofbeingofferedaunit:(statetime)
 Other:(describe)4weeks

b. Whichnon -income(screening)factorsdoesthePHAusetoestablisheligibilityforadmissiontopublichousing(selectallthat apply)?

- CriminalorDrug -relatedactivity
 Rentalhistory
 Housekeeping
 Other(describe)CreditReport

c. XYes No:DoesthePHArequestcriminalrecordsfromlocallawenforcementagenciesforscreeningpurposes?

d. XYes No:DoesthePHArequestcriminalrecordsfromStatelawenforcementagenciesforscreeningpurposes?

e. YesXNo:DoesthePHAaccessFBIcriminalrecordsfromtheFBIforscreeningpurposes?(eitherdirectlyorthroughan NCIC-authorizedsource)

(2)WaitingListOrganizat ion

a. WhichmethodsdoesthePHAplantousetoorganizeitstopublichousingwaitinglist(selectallthatapply)

- Community-widelist
 Sub-jurisdictionallists
 Site-basedwaitinglists
 Other(describe)

b. Wheremayinterestedpersonsapplyforadmissiontopublichousing?

- X 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?

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

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

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

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

(3) Assignment

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

- One
- X Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Highrentburden(rentis>50percentofincome)

Otherpreferences:(selectbelow)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans'families
- Residentswholiveand/orworkinthejurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributeetomeetingincomegoals(broadrangeofincomes)
- Householdsthatcontributeetomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- Victimsofprisalsorhatecrimes
- Otherpreference(s)(listbelow)

3.IfthePHAwillemployadmissionspreferences,pleaseprioritizebyplacinga“1”inthepacethatrepresentsyourfirstpriority,a“2”intheboxrepresentingyoursecondpriority,andsoon.Ifyougiveequalweighttooneormoreofthesechoices(eitherthroughanabsolutehierarchyorthroughapointsystem),placethesamenumbernexttoeach.Thatmeansyoucanuse“1”morethanonce,“2”morethanonce,etc.

DateandTime

FormerFederalp references:

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

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans'families
- Residentswholiveand/orworkinthejurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributeetomeetingincomegoals(broadrangeofincomes)
- Householdsthatcontributeetomeetingincomerequirements(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: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

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

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

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

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

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

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

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

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

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

B. Section 8

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

(1) Eligibility

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

- Criminal or drug -related activity only to the extent required by law or regulation
 Criminal and drug -related activity, more extensively than required by law or regulation
 More general screening than criminal and drug -related activity (list factors below)
 Other (list below)

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

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

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through 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)

(2)WaitingListOrganization

a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project -based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

(3)SearchTime

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

If yes, state circumstances below:

(4)AdmissionsPreferences

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. P references

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- 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
- X 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 preference 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
- X Other (list below) Family self-sufficiency action plan

- b. How does the PHA announce the availability of any special -purpose section 8 program to the public?
- Through published notices
- Other (list below)

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

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

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

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

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

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

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

1. Between income re-examinations, 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

- X 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.)

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[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.

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	483	
Section 8 Vouchers	611	35
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		7

PublicHousingDrug EliminationProgram (PHDEP)		
OtherFederal Programs(list individually)		
ROSS	48	12

C.ManagementandMaintenancePolicies

ListthePHA’spublichousingmanagementandmaintenancepolicydocuments,manualsandhandbooksthatcontaintheAgency’srules,standards, andpolicies thatgovernmaintenanceandmanagementofpublichousing,includingadescriptionofanymeasuresnecessaryforthe preventionorradicationofpest infestation(whichincludescockroachinfestation)andthepoliciesgoverningSection8management.

- (1)PublicHousingMaintenanceandManagement:(listbelow)
 - 1) AdmissionsandContinuedOccupancy
 - 2) Leaseandresidentregulations
 - 3) MaintenancePlan,includinginfestationprocedures
 - 4) Flatrentpolicy
 - 5) Petpolicy

(2)Section8Management: (listbelow)

Section8AdminPlan

6. PHAGrievanceProcedures

[24CFRPart903.79(f)]

Exemptionsfromcomponent6:HighperformingPHAsarenotrequiredtocompletecomponent6.Section8 -OnlyPHAsareexemptfromsub -component6A.

A. Public Housing

1. X Yes No: Has the PHA established any writtengrievanceproceduresinadditiontofederalrequirementsfoundat24CFRPart 966,SubpartB,forresidentsofpublichousing?

Ifyes,listadditionstofederalrequirementsbelow:

2. WhichPHAofficeshouldresidentSORapplicantstopublichousingcontacttoinitiatethePHAgrievanceprocess?(selectallthat apply)

- X PHAmainadministrativeoffice
- X PHAdevelopmentmanagementoffices
- Other(listbelow)

B. Section 8 Tenant -Based Assistance

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

Ifyes,listadditionstofederalrequirementsbelow:

2. WhichPHAofficeshouldapplicantsORassistedfamiliescontacttoinitiatetheinformalreviewandinformalhearingprocesses? (selectallthatapply)

- X PHAmainadministrativeoffice
- Other(listbelow)

7. Capital Improvement Needs

[24CFRPart903.79(g)]

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

A. Capital Fund Activities

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

(1)CapitalFundProgramAnnualStatement

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

Select one:

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

-or-

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

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Housing Authority of the City of Meriden			Grant Type and Number Capital Fund Program Grant No: CT26P01150101 Replacement Housing Factor Grant No:		Federal FY of Grant: FFY-2001
Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies Revised Annual Statement (revision no. 3) X Performance and Evaluation Report for Period Ending: 2005 Final Performance and Evaluation Report March 31, 2003,					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds	\$0.00	\$0.00	\$0.00	\$0.00
2	1406 Operations	\$91,000.00	\$91,000.00	\$89,511.42	\$89,511.42
3	1408 Management Improvements	\$95,500.00	\$95,500.00	\$33,742.00	\$33,742.10
4	1410 Administration	\$91,000.00	\$91,000.00	\$91,000.00	\$0.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$103,444.00	\$103,444.00	\$821.00	\$821.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$21,000.00	\$169,034.00	\$148,034.00	\$98,804.26
10	1460 Dwelling Structures	\$518,034.00	\$370,000.00	\$101,000.00	\$88,608.85
11	1465.1 Dwelling Equipment — Nonexpendable	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$934,978.00	\$934,978.00	\$479,108.42	\$311,487.63
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 compliance	\$125,000.00	\$125,000.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security – Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150101 Replacement Housing Factor Grant No:		Federal FY of Grant: FFY-2001	
Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies Revised Annual Statement (revision no. 3) X Performance and Evaluation Report for Period Ending: 2005 Final Performance and Evaluation Report March 31, 2003,					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150101 Replacement Housing Factor Grant No :				Federal FY of Grant: FFY2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
11-0 Authority Wide	Operations	1406	1	Original \$91,000.00	Revised \$91,000.00	Funds Oblig. \$89,511.42	Funds Expd. \$89,511.42	
	Total for Account #1406			\$91,000.00	\$91,000.00	\$89,511.42	\$89,511.42	
11-0 Authority Wide	HTVNSubscription	1408	0	\$6,500.00	\$6,500.00			
11-0 Authority Wide	Staff Training	1408	0	\$9,000.00	\$9,000.00	\$3,742.00	\$3,742.10	
11-1 Mills Memorial Apt.	Resident Job Training	1408	0	\$25,000.00	\$25,000.00			
11-2 Community Towers Apt.	Additional Security Patrols	1408	0	\$30,000.00	\$30,000.00	\$30,00.00	\$30,000.00	
11-5 Chamberlain Heights	Resident Job Training	1408	0	\$25,000.00	\$25,000.00			
	Total for Account 1408			\$95,500.00	\$95,500.00	\$33,742.00	\$33,742.10	
11-0 Authority Wide	Administration	1410	0	\$91,000.00	\$91,000.00	\$91,000.00		
	Total for Account #1410			\$91,000.00	\$91,000.00	\$91,000.00		
11-0 Authority Wide	Fees and Costs	1430						
	Schedule of Estimated fees and related costs							
11-1 Mills Memorial Apt.	Hope VIC Consultant	1430	1	\$43,444.00	\$43,444.00			

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150101 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
11-2 Community Towers Apt.	A&E Services -Handicap Access:	1430	1	\$5,000.00	\$5,000.00			
11-5 Chamberlain Heights	A&E Services -Handicap Access:	1430	1	\$10,000.00	\$10,000.00			
11-2 Community Towers	A&E services -Roof Repair	1430	1	\$5,000.00	\$5,000.00			
11-1 Mills Memorial Apt.	A&E Services for Asphalt Repair, Replace Hot Water Tanks(Domestic) Playground Repairs	1430	1	\$10,000.00	\$10,000.00			
11-2 Community Towers	A&E Services Waterproof & Seal balconies	1430	1	\$20,000.00	\$20,000.00			
11-0 Authority Wide	Advertising for Services	1430		\$10,000.00	\$10,000.00	\$821.00	\$821.00	
Total for Account #1430				\$103,444.00	\$103,444.00	\$821.00	\$821.00	

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150101 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Fund Oblig.	Funds Expen	
11-1 Mills Memorial Apt.	Asphalt Repairs	1450	1	\$15,000.00	\$15,000.00			
11-5 Chamberlain Heights	Replace/Resurface Playground	1450	1	\$6,000.00	\$6,000.00			
11-5 Chamberlain Heights	Sitework at Chamberlain Heights Total for Account #1450	1450	1	\$0.00 \$21,000.00	\$148,034.00 \$169,034.00	\$148,034.00 \$148,034.00	\$98,804.26 \$98,804.26	
11-1 Mills Memorial Apts.	Replace Hot Water Holding Tanks	1460	2	\$94,000.00	\$94,000.00			
11-2 Community Towers Apt.	Recaulk and Waterproof exteriors, Except penthouses.	1460	28	\$214,034.00	\$0.00			
11-2 Community Towers Apt.	Replace Roofs on both buildings	1460	2	\$50,000.00	\$50,000.00			
11-2 Community Towers Apt.	Rehab units for handicap accessibility	1460	3	\$75,000.00	\$75,000.00			
11-5 Chamberlain Heights	Replace Lights and damaged porches	1460	50	\$35,000.00	\$0.00			
11-5 Chamberlain Heights	Rehab units for handicap accessibility	1460	2	\$50,000.00	\$50,000.00			
11-5 Chamberlain Heights	Foundation and Stoop repair	1460	124	\$0.00	\$84,729.10	\$84,729.10	\$79,970.85	
11-5 Chamberlain Heights	Repair and Replace Roofs at Chamberlain Heights	1460			\$7,632.90	\$7,632.90		
11-5 Chamberlain Heights	Construct Handicap Ramp, Chamberlain Heights	1460	1	\$0.00	\$8,638.00	\$8,638.00	\$8,638.00	

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150101 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Total for Account #1460			\$518,034.00	\$370,000.00	\$101,000.00	\$88,608.85	
11-1 Mills Memorial Apts.	Replace Ranges	1465.	25	\$6,250.00	\$4,554.00	\$4,554.00		
11-2 Community Towers Apts.	Replace refrigerators	1465.	25	\$8,750.00	\$2,370.00	\$2,370.00		
11-1 Mills Memorial Apts.	Frost free Refrigerators	1465.	25	\$0.00	\$8,076.00	\$8,076.00		
	Total for Account #1465.1			\$15,000.00	\$15,000.00	\$15,000.00		
	Grand Total			\$934,978.00	\$934,978.00	\$479,108.42	\$311,487.63	

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program No: CT26P01150101 Replacement Housing Factor No:					Federal FY of Grant: FFY2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
11-0 Authority Wide	9/30/03			9/30/2005				
11-0 Authority Wide	9/30/03			9/30/2005				
11-0 Authority Wide	9/30/03			9/30/2005				
11-1 Mills Memorial	9/30/03			9/30/2005				
11-2 Community Towers	9/30/03			9/30/2005				
11-5 Chamberlain Hgts.	9/30/03			9/30/2005				
11-0 Authority Wide	9/30/03			9/30/2005				
11-0 Authority Wide	9/30/03			9/30/2005				
11-1 Mills Memorial	9/30/03			9/30/2005				
11-5 Chamberlain Hgts.	9/30/03			9/30/2005				
11-1 Mills Memorial	9/30/03			9/30/2005				
11-2 Community Towers	9/30/03			9/30/2005				
11-2 Community Towers	9/30/03			9/30/2005				
11-2 Community Towers	9/30/03			9/30/2005				
11-5 Chamberlain Hts.	9/30/03			9/30/2005				
11-5 Chamberlain Hts.	9/30/03			9/30/2005				
11-1 Mills Memorial	9/30/03			9/30/2005				
11-2 Community Towers	9/30/03			9/30/2005				

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150100 Replacement Housing Factor Grant No: March 31, 2003			Federal FY of Grant: FFY 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 2004 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non - CFP Funds	\$0.00	\$0.00	\$0.00	
2	1406 Operations	\$91,000.00	\$91,000.00	\$91,000.00	\$91,000.00
3	1408 Management Improvements	\$81,500.00	\$66,500.00	\$66,500.00	\$36,298.79
4	1410 Administration	\$91,000.00	\$91,000.00	\$91,000.00	\$73,054.58
5	1411 Audit	\$0.00	\$0.00	\$0.00	
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	
7	1430 Fees and Costs	\$136,300.00	\$85,525.64	\$85,525.64	\$79,868.38
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	
9	1450 Site Improvement	\$225,763.00	\$177,688.42	\$177,688.42	\$177,088.42
10	1460 Dwelling Structures	\$275,825.00	\$389,827.94	\$389,827.94	\$389,827.94
11	1465.1 Dwelling Equipment — Nonexpendable	\$15,000.00	\$14,846.00	\$14,846.00	\$14,846.00
12	1470 Non Dwelling Structures	\$0.00	\$0.00	\$0.00	
13	1475 Non Dwelling Equipment	\$0.00	\$0.00	\$0.00	
14	1485 Demolition	\$0.00	\$0.00	\$0.00	
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	
17	1495.1 Relocation Costs	\$0.00	\$0.00	\$0.00	
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	
20	1502 Contingency	\$0.00	\$0.00	\$0.00	
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$916,388.00	\$916,388.00	\$916,388.00	\$861,984.11
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

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

PHAName: Housing Authority of the City of Meriden	Grant Type and Number Capital Fund Program Grant No: CT26P01150100 Replacement Housing Factor Grant No: March 31, 2003	Federal FY of Grant: FY2000
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no: 2)
X Performance and Evaluation Report for Period Ending: 2004 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150100 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
11-0 Auth. Wide	Operations	1406	1	\$91,000.00	\$91,000.00	\$91,000.00	\$91,000.00	
	Total for Account #1406			\$91,000.00	\$91,000.00	\$91,000.00	\$91,000.00	
11-0 Auth. Wide	HTVN Subscription	1408	1	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	
11-0 Auth. Wide	Staff Training	1408	0	\$15,000.00	\$0.00	\$0.00		
11-0 Auth. Wide	Resident Job Training	1408	1	\$50,000.00	\$50,000.00	\$50,000.00	\$25,238.79	
11-0 Auth. Wide	Activities Coordinator	1408	1	\$10,000.00	\$10,000.00	\$10,000.00	\$4,560.00	
	Total for Account #1408			\$81,500.00	\$66,500.00	\$66,500.00	\$36,298.79	
11-0 Auth. Wide	Program Administration salaries and fringe benefits	1410	1	\$91,000.00	\$91,000.00	\$91,000.00	\$73,054.58	
	Total for Account #1410			\$91,000.00	\$91,000.00	\$91,000.00	\$73,054.58	
	Schedule - Estimated Fees and Related Costs for A & E Service							
11-1 Mills Memorial Apts.	Hope VI Consultant	1430		\$50,500.00	\$60,000.00	\$60,000.00	\$53,347.18	
11-2 Community Towers Apts.	A&E Cost Benefit Analysis	1430		\$18,000.00	\$14,360.00	\$14,360.00	\$14,630.00	
11-5 Chamberlain Heights Apts.	Environmental Consultant	1430		\$11,000.00	\$0.00	\$0.00	\$0.00	
11-5 Chamberlain Heights Apts.	A&E - Headstart Day Care Center	1430		\$20,000.00	\$11,000.00	\$11,000.00	\$11,725.56	

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150100 Replacement Housing Factor Grant No:				Federal FY of Grant: FFY2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
11-5 Chamberlain Heights Apts.	A&E Site Work	1430		\$25,000.00	\$0.00	\$0.00	\$0.00	
11-0 Auth. Wide	Advertising & Related costs	1430		\$11,800.00	\$165.64	\$165.64	\$165.64	
	Total for Account #1430			\$136,300.00	\$85,525.64	\$85,525.64	\$79,868.38	
11-5 Chamberlain Heights Apts.	Fence installation, newsidewalks, seed and loam, retaining walls	1450		\$225,763.00	\$177,688.42	\$177,688.42	\$177,688.42	
	Total for Account #1450			\$225,763.00	\$177,688.42	\$177,688.42	\$177,088.42	
11-2 Community Towers Apts.	Replace Closet Doors	1460	221	\$71,825.00	\$0.00	\$0.00	\$0.00	
11-5 Chamberlain Heights Apts.	Replace Vinyl Tile	1460	124	\$204,000.00	\$275,825.00	\$275,825.00	\$275,825.00	
11-2 Community Towers Apts.	Pain hallways, common areas, elevator doors, seal coat balconies & concrete overhang	1460	35	\$0.00	\$39,002.94	\$39,002.94	\$39,002.94	
11-5 Chamberlain Heights Apts.	Repair cracks in foundation, repair entry stoops, install new entry stairs	1460	124	\$0.00	\$75,000.00	\$75,000.00	\$75,000.00	
	Total for Account #1460			\$275,825.00	\$389,827.94	\$389,827.94	\$389,827.94	
11-2 Community Towers Apts.	Replace Electric Ranges	1465.1	25	\$6,250.00	\$6,136.00	\$6,136.00	\$6,136.00	
11-2 Community Towers Apts.	Replace Refrigerators	1465.1	25	\$8,750.00	\$8,710.00	\$8,710.00	\$8,710.00	
	Total for Account #1465.1			\$15,000.00	\$14,846.00	\$14,846.00	\$14,846.00	
	Grand Total for CFP - CT26P01150100			\$916,388.00	\$916,388.00	\$916,388.00	\$861,984.11	

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program No: CT26P01150100 Replacement Housing Factor No:					Federal FY of Grant: FFY2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
11-0 Auth. Wide, Operations	9/30/2002		3/31/2002	9/30/2004	3/31/2003	3/31/2003	Emergencies repairs greater than expected	
11-0 Auth. Wide	9/30/2002		3/31/2002	9/30/2004				
11-0 Auth. Wide Staff Training	9/30/2002	realigned		9/30/2004				
11-0 Auth. Wide, Resident Job Training	9/30/2002		3/31/2002	9/30/2004				
11-0 Auth. Wide Activities Coordinator	9/30/2002		3/31/2002	9/30/2004				
11-0 Auth. Wide Administration	9/30/2002		3/31/2002	9/30/2004				
11-0 Auth. Wide, Fees and Costs	9/30/2002		3/31/2002	9/30/2004				
11-2 Community Towers, Closet Doors	9/30/2002	realigned		9/30/2004				
11-5 Chamberlain Heights, vinyl tile	9/30/2002		4/6/2001	9/30/2004	11/30/2002	11/30/2002	Construction completed quicker, contract closed out.	
11-5 Chamberlain Heights, repair cracks	9/30/2002		3/27/2002	9/30/2004	11/30/2002	11/30/2002	Construction completed.	
11-2 Community Towers Apts., electric ranges	9/30/2002		12/30/01	9/30/2004		3/30/2002	Electric Ranges shipped faster than anticipated.	

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program No: CT26P01150100 Replacement Housing Factor No:			Federal FY of Grant: FFY2000		
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
11-2 Community Towers Apts., refrigerators	9/30/2002		1/30/2002	9/30/2004		3/31/2003	Refrigerators shipped and placed in stock.

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150102 Replacement Housing Factor Grant No: March 31, 2003		Federal FY of Grant: FFY-2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies X Performance and Evaluation Report for Period Ending: 2006			Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report		
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds	\$0.00			
2	1406 Operations	\$91,000.00			
3	1408 Management Improvements	\$115,500.00			
4	1410 Administration	\$68,841.00			
5	1411 Audit	\$0.00			
6	1415 Liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$60,313.00			
8	1440 Site Acquisition	\$0.00			
9	1450 Site Improvement	\$0.00			
10	1460 Dwelling Structures	\$337,756.00			
11	1465.1 Dwelling Equipment — Nonexpendable	\$15,000.00			
12	1470 Nondwelling Structures	\$0.00			
13	1475 Nondwelling Equipment	\$0.00			
14	1485 Demolition	\$0.00			
15	1490 Replacement Reserve	\$0.00			
16	1492 Moving to Work Demonstration	\$0.00			
17	1495.1 Relocation Costs	\$0.00			
18	1499 Development Activities	\$0.00			
19	1501 Collateralization or Debt Service	\$0.00			
20	1502 Contingency	\$0.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$688,410.00			
22	Amount of line 21 Related to LBP Activities	\$0.00			

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

PHAName: Housing Authority of the City of Meriden	Grant Type and Number Capital Fund Program Grant No: CT26P01150102 Replacement Housing Factor Grant No: 31,2003	Federal FY of Grant: March FFY-2002
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 X Performance and Evaluation Report for Period Ending: 2006 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance	\$20,000.00			
24	Amount of line 21 Related to Security – Soft Costs	\$40,000.00			
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150102 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY-2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
11-0 Authority Wide	Operations	1406	0	\$91,000.00				
	Total for account #1406			\$91,000.00				
11-0 Authority Wide	HTVN Subscription	1408	1	\$6,500.00				
11-0 Authority Wide	Staff Training	1408	0	\$9,000.00				
11-1 Mills Memorial Apts.	Resident Job Training	1408	0	\$25,000.00				
11-2 Community Towers Apts.	Activities Coordinator	1408	0	\$10,000.00				
11-2 Community Towers Apts.	Additional Security Patrols	1408	0	\$40,000.00				
11-5 Chamberlain Heights Apts.	Resident Job Training	1408	0	\$25,000.00				
	Total for account #1408			\$115,500.00				
11-0 Authority Wide	Administration	1410		\$68,841.00				
	Total for account #1410			\$68,841.00				

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150102 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY-2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
11-0 Authority Wide	Fees and Costs -	1430		\$60,313.00				
	Total for account #1430			\$60,313.00				
	Schedule for A&E Services							
	A&E for VCT Floor replacement at Mills Memorial Apts.	1430		\$23,000.00				
	A&E Services - Modernize all common areas, ceiling, floor and lighting - Community Towers Apts.	1430		\$12,000.00				
	A&E Services for HCP units at Chamberlain Heights & Community Towers Apartments	1430		\$20,000.00				
	Advertising and reproduction cost	1430		\$5,313.00				
11-1 Mills Memorial Apartments	Replace floors (VCT) and Cove Base in common areas	1460		\$227,165.00				
11-2 Community Towers Apts.	Modernize all common area (ceiling, floor, lighting, etc.)	1460		\$110,591.00				
11-5 Chamberlain Heights Apts.	Replace Windows	1460		\$0.00				
	Total for account #1460			\$337,756.00				
11-1 Mills Memorial Apts.	Replace refrigerators	1465.1	25	\$8,750.00				
11-1 Mills Memorial Apts.	Replace electric ranges	1465.1	25	\$6,250.00				

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150102 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY-2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Total for account #1465.1			\$15,000.00				
	Grand Total for CFP -CT26P01150102			\$688,410.00				

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

PHAName: Housing Authority of the City of Meriden			Grant Type and Number Capital Fund Program No: CT26P01150102 Replacement Housing Factor No:			Federal FY of Grant: FFY2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
11-0 Authority Wide - Operations	9/30/2004			9/30/2006			
11-0 Authority Wide - HTVN Subscription	9/30/2004			9/30/2006			
11-0 Authority Wide - Staff Training	9/30/2004			9/30/2006			
11-1 Mills Memorial Apts. - Resident Trng.	9/30/2004			9/30/2006			
11-2 Community Towers Apts., - Coordinator	9/30/2004			9/30/2006			
11-2 Community Towers Apts., Security	9/30/2004			9/30/2006			
11-5 Chamberlain Heights - Training	9/30/2004			9/30/2006			
11-0 Authority Wide - Administration	9/30/2004			9/30/2006			
11-0 Authority Wide - Fees and Costs	9/30/2004			9/30/2006			
11-1 Mills Memorial Apts. - VCT flooring	9/30/2004			9/30/2006			
11-2 Community Towers Apts., - Modernization	9/30/2004			9/30/2006			

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

PHAName: Housing Authority of the City of Meriden	Grant Type and Number Capital Fund Program No: CT26P01150102 Replacement Housing Factor No:	Federal FY of Grant: FFY2002
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
11-5 Chamberlain Heights - Windows	9/30/2004	reallocated		9/30/2006	reallocated		Funding not available
11-1 Mills Memorial Apts., - Refrigerators	9/30/2004			9/30/2006			
11-1 Mills Memorial Apts., - Ranges	9/30/2004			9/30/2006			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Meriden			Grant Type and Number Capital Fund Program Grant No: CT26P01150103 Replacement Housing Factor Grant No:		Federal FY of Grant: FY-2003
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2004 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non - CFP Funds	\$0.00			
2	1406 Operations	\$91,000.00			
3	1408 Management Improvements	\$95,500.00			
4	1410 Administration	\$68,841.00			
5	1411 Audit	\$0.00			
6	1415 Liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$91,000.00			
8	1440 Site Acquisition	\$0.00			
9	1450 Site Improvement	\$0.00			
10	1460 Dwelling Structures	\$342,069.00			
11	1465.1 Dwelling Equipment — Nonexpendable	\$0.00			
12	1470 Nondwelling Structures	\$0.00			
13	1475 Nondwelling Equipment	\$0.00			
14	1485 Demolition	\$0.00			
15	1490 Replacement Reserve	\$0.00			
16	1492 Moving to Work Demonstration	\$0.00			
17	1495.1 Relocation Costs	\$0.00			
18	1499 Development Activities	\$0.00			
19	1501 Collateralization or Debt Service	\$0.00			
20	1502 Contingency	\$0.00			
1	Amount of Annual Grant: (sum of lines 2 – 20)	\$688,410.00			
22	Amount of line 21 Related to LBP Activities	\$0.00			
23	Amount of line 21 Related to Section 504 compliance	\$95,181.00			
24	Amount of line 21 Related to Security – Soft Costs	\$30,000.00			

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150103 Replacement Housing Factor Grant No:		Federal FY of Grant: FFY-2003	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)		<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2004 <input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

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

PHAName:Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150103 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY-2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
11-0 Authority Wide	Operations	1406	0	\$91,000.00				
	Total for account #1406			\$91,000.00				
11-0 Authority Wide	HTVN Subscription	1408	1	\$6,500.00				
11-0 Authority Wide	Staff Training	1408	0	\$9,000.00				
11-1 Mills Memorial Apts.	Resident Job Training	1408	0	\$25,000.00				
11-2 Community Towers Apts.	Additional Security Patrols	1408	0	\$30,000.00				
11-5 Chamberlain Heights Apts.	Resident Job Training	1408	0	\$25,000.00				
	Total for account #1408			\$95,500.00				
11-0 Authority Wide	Administration	1410		\$68,841.00				
	Total for account #1410			\$68,841.00				

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program Grant No: CT26P01150103 Replacement Housing Factor Grant No:			Federal FY of Grant: FFY-2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
11-0 Authority Wide	Fees and Costs -	1430		\$91,000.00				
	Total for account #1430			\$91,000.00				
	Schedule for A&E Services							
	A&E for Replacement of Kitchen cabinets at Mills Memorial Apts.	1430		\$45,000.00				
	A&E Services for HCP units at Community Towers Apartments	1430		\$35,000.00				
	Advertising and Reproduction cost	1430		\$11,000.00				
11-1 Mills Memorial Apartments	Replace Kitchen cabinets and counters at Mills Memorial Apartments	1460		\$246,888.00				
11-2 Community Towers Apts.	Rehabilitate units for HCP accessibility	1460		\$95,181.00				
11-5 Chamberlain Heights Apts.	Replace Windows	1460		\$0.00				
	Total for account #1460			\$342,069.00				
	Grand Total for CFP -CT26P01150103			\$688,410.00				

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

PHAName: Housing Authority of the City of Meriden		Grant Type and Number Capital Fund Program No: CT26P01150103 Replacement Housing Factor No:			Federal FY of Grant: FFY2003		
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
11-0 Authority Wide -Operations	9/30/2005			9/30/2007			
11-0 Authority Wide -HTVN Subscription	9/30/2005			9/30/2007			
11-0 Authority Wide -Staff Training	9/30/2005			9/30/2007			
11-1 Mills Memorial Apts. -Resident Trng.	9/30/2005			9/30/2007			
11-2 Community Towers Apts., Security	9/30/2005			9/30/2007			
11-5 Chamberlain Heights -Training	9/30/2005			9/30/2007			
11-0 Authority Wide -Administration	9/30/2005			9/30/2007			
11-0 Authority Wide -Fees and Costs	9/30/2005			9/30/2007			
11-1 Mills Memorial Apts. -Kitchen Cabinets	9/30/2005			9/30/2007			
11-2 Community Towers Apts., -HCP Modernization	9/30/2005			9/30/2007			

Capital Fund Program Five - Year Action Plan

Part I: Summary

PHAName Housing Authority of the City of Meriden				<input type="checkbox"/> Original 5 - Year Plan <input checked="" type="checkbox"/> Revision No: 1	
Development Number/Name/HA - Wide	Year 1	Work Statement for Year 2 FFY Grant: CT26P01150104 PHAFY:2004	Work Statement for Year 3 FFY Grant: CT25P01150105 PHAFY:2005	Work Statement for Year 4 FFY Grant: CT26P01150106 PHAFY:2006	Work Statement for Year 5 FFY Grant: CT26P01150107 PHAFY:FY2007
	Annual Statement				
11-0 Authority Wide		\$240,341.00	\$218,341.00	\$285,841.00	\$268,410.00
11-01 Central Office		\$66,013.00			
11-1 Mills Memorial Apartments		\$317,056.00	\$251,031.00	\$25,000.00	\$115,000.00
11-2 Community Towers Apartments		\$40,000.00	\$194,038.00	\$352,569.00	\$275,000.00
11-5 Chamberlain Heights Apartments		\$25,000.00	\$25,000.00	\$25,000.00	\$30,000.00
CFP Funds Listed for 5 -year planning		\$688,410.00	\$688,410.00	\$688,410.00	\$688,410.00
Replacement Housing Factor Funds					

CapitalFundProgramFive -YearActionPlan

PartII:SupportingPages —WorkActivities

Activitiesfor Year1	ActivitiesforYear: <u> 2 </u> FFYGrant:CT26P01150104 PHAFY:2004			ActivitiesforYear: <u> 3 </u> FFYGrant:CT26P01150105 PHAFY:FY2005		
	Development Name/Number	MajorWorkCategories	Estimated Cost	Development Name/Number	MajorWorkCategories	Estimated Cost
See	11-0Authority Wide	Operations	\$91,000.00	<i>11-0Au thorityWide</i>	Operations	\$91,000.00
Annua l		HTVNSubscription	\$6,500.00		<i>HTVNSubscription</i>	\$6,500.00
Statement		<i>StaffTraining</i>	\$9,000.00		StaffTraining	\$12,000.00
		<i>Administration</i>	\$68,841.00		<i>Administration</i>	\$68,841.00
		<i>FeesandCosts</i>	\$65,000.00		<i>FeesandCosts</i>	\$40,000.00
		SubTotal	\$240,341.00		<i>SubTotal</i>	\$218,341.00
	11-01CentralOffice	<i>Replaceasphaltparking lot,repairbrickfence</i>	\$66,013.00	11-1MillsMemorial	<i>ResidentJobTraining</i>	\$25,000.00
		<i>Subtotal</i>	\$66,013.00		<i>DomesticH.W.System</i>	\$168,431.00
	11-1MillsMemorial Ap	<i>ResidentJobTraining</i>	\$25,000.00		<i>ReplaceVCTflooring</i>	\$57,600.00
		<i>ReplaceUnderground heatpipes</i>	\$217,500.00		<i>Subtotal</i>	\$251,031.00
		<i>ReplaceKitchenCabineTs</i>	\$74,556.00	11-2Community TowersApartments	<i>SecurityPatrols</i>	\$30,000.00
		<i>SubTotal</i>	\$317,056.00		<i>ActivitiesCoordinator</i>	\$12,638.00
	11-2Community TowersApartments	<i>ActivitiesCoordinator</i>	\$10,000.00		<i>Security Fencing/Landscaping \$10,000.00</i>	\$51,400.00
		<i>SecurityPatrols</i>	\$30,000.00		<i>Rehabilitateunitsfor handicapaccessibility</i>	\$100,000.00
		<i>Subtotal</i>	\$40,000.00		<i>SubTotal</i>	\$194,038.00
	11-5ChamberlainHts.	<i>ResidentJobTraining</i>	\$25,000.00	11-5ChamberlainHts.	<i>ResidentJobTraining</i>	\$25,000.00
		<i>SubTotal</i>	\$25,000.00		<i>Subtotal</i>	\$25,000.00
TotalCFPEstimatedCost			\$688,410.00			\$688,410.00

PartII:SupportingPages —WorkActivities

ActivitiesforYear: __ <u>4</u> _ FFYGrant:CT26P01150106 PHAFY:FFY -2006			ActivitiesforYear: __ <u>5</u> _ FFYGrant:CT26P0 1150107 PHAFY:FFY -2007		
Development Name/Number	MajorWork Categories	Estimated Cost	Development Name/Number	MajorWork Categories	EstimatedCost
11-0Authority Wide	Operations	\$100,000.00	<i>11-0AuthorityWide</i>	Operations	\$125,000.00
	HTVNSubscription	\$7,000.00		StaffTraining	\$9,000.00
	<i>StaffTraining</i>	\$5,000.00		<i>Administration</i>	\$68,841.00
	<i>Administration</i>	\$68,841.00		<i>FeesandCosts</i>	\$30,569.00
	<i>FeesandCosts</i>	\$30,000.00		<i>MasonryDumpTruck</i>	\$35,000.00
	<i>2Newvehicle/grounds equipment</i>	\$75,000.00		<i>Subto tal</i>	\$268,410.00
	<i>SubTotal</i>	\$285,841.00	11-1MillsMemorial	<i>ResidentJobTraining</i>	\$30,000.00
11-1MillsMemorial Apartments	<i>ResidentJobTraining</i>	\$25,000.00		<i>InstallBathroomfans</i>	\$85,000.00
	<i>SubTotal</i>	\$25,000.00		<i>Subtotal</i>	\$115,000.00
11-2CommunityTowrs	<i>ActivitiesCoordinator</i>	\$12,500.00	11-2Community TowersApartments	<i>InstallNewParkinglot andcirculardriveways</i>	\$110,000.00
.	<i>SecurityPatrols</i>	\$50,000.00		<i>ActivitiesCoordinator</i>	\$15,000.00
	<i>RehabunitsforHCP</i>	\$130,069.00		<i>NewRoofsonBoth TowersandCommunity</i>	\$110,000.00
	<i>ReplaceRefrigerators withenergyefficient</i>	\$11,250.00		<i>SecurityPatrols</i>	\$40,000.00
	<i>Purchasenelectric stoves</i>	\$8,750.00		<i>Subtotal</i>	\$275,000.00
	<i>NewParkinglot/Security fencingandlighting</i>	\$140,000.00	11-5Chamberlain HeightsApartments	<i>ResidentJobTraining</i>	\$30,000.00

CapitalFundProgramFive -YearActionPlan					
PartII:SupportingPages —WorkActivities					
ActivitiesforYear:___4_ FFYGrant:CT26P01150106 PHAFY:FFY -2006			ActivitiesforYear:___5_ FFYGrant:CT26P01150107 PHAFY:FFY -2007		
Development Name/Number	MajorWork Categories	Estimated Cost	Development Name/Number	MajorWork Categories	EstimatedCost
	<i>Subtotal</i>	\$352,569.00		<i>Subtotal</i>	\$30,000.00
11-5Chamberlain HeightsApts.	ResidentJobTraining	\$25,000.00			
	<i>SubTotal</i>	\$25,000.00			
TotalCFPEstimatedCost		\$688,410.00			\$688,410.00

(2)Optional5 -YearActionPlan

Agenciesareencouragedtoincludea5 -YearActionPlancoveringcapitalworkitem s.Thisstatementcanbecompletedbyusingthe5YearActionPlantable providedinthetablelibraryattheendofthePHAPlantemplate ORbycompletingandattachingaproperlyupdatedHUD -52834.

a. YesXNo: IsthePHAprovidinganoptional5 -YearActionPlanfortheCapitalFund?(ifno,skiptosub -component7B)

b.If yestoquestiona,selectone:

TheCapitalFundProgram5 -YearActionPlanisprovidedasanattachmenttothePHAPlanatAttachment(state name

-or-

TheCapitalFundProgram5 -YearActionPlanisprovidedbelow:(ifselected,copytheCFPOptional5YearActionPlanfrom theTableLibraryandinsertthere)

B.HOPEVIandPublicHousingDevelopmentandReplacementActivities(Non -CapitalFund)

Applicabilityofsub -component7B:AllPHAsadministeringpublichousing.IdentifyanyapprovedHOPEVIand/orpublichousingdevelopmentor replacementactivitiesnotdescribedintheCapitalFundProgramAnnual Statement.

YesXNo:a)Has thePHAreceived aHOPEVIrevitalizationgrant?(ifno,skiptoquestionc;ifyes,provideresponsesto questionbforeachgrant,copyingandcompletingasmanytimesasnecessary)

b)StatusofHOPEVIrevitalizationgrant(completeonesetofquestionsforeachgrant)

1.Developmentname:

2.Development(project)number:

3.Statusofgrant:(selectthestatementthatbestdescribesthecurrentstatus)

- RevitalizationPlanunderdevelopment
- RevitalizationPlansubmitted,pendingapproval
- RevitalizationPlanapproved
- ActivitiespursuanttoanapprovedRevitalizationPlanunderway

XYes No:c)DoesthePHAplantoapplyforaHOPEVIrevitalizationgrantinthePlanyear?

Ifyes,listdevelopmentname/sbelow:

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

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

8. Demolition and Disposition

[24CFR Part 903.79(h)]

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

1. X 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

X 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:	Mills Memorial
1b. Development (project) number:	CT11 -1
2. Activity type:	Demolition X Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application X
4. Date application approved, submitted, or planned for submission:	(DD/MM/YY)

5. Number of units affected: 140 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24CFR Part 903.79(i)]

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

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

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

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

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD 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
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(k)]

A. Public Housing

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 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:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA - established eligibility criteria

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

12. PHA Community Service and Self -sufficiency Programs

[24CFR Part 903.79(l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target 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? DD/MM/YY

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

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

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)

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

b. Economic and Social Self-Sufficiency Programs

X 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/ PH main office/ other provider name)	Eligibility (public housing or section 8 participants or both)
<i>ROSS</i>	<i>48</i>	<i>Random Selection</i>	<i>PH Resource Center</i>	<i>Public Housing Residents</i>
Family Self Sufficiency	60	Voluntary	PH main Office	Section 8 participants

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	60	5312/06/2002

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24CFR Part 903.79(m)]

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

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

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

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

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

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

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

- Mills Memorial 11 -1
- Chamberlain Heights 11 -5
- Community Towers 11 -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)

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

- Mills Memorial 11 -1
- Chamberlain Heights 11 -5
- Community Towers 11 -2

C.CoordinationbetweenPHAandthepolice

1.DescribethecoordinationbetweenthePHAandtheappropriatepoliceprecinctsforcarryingoutcrimepreventionmeasuresand activities:(selectallthatapply)

- X Policeinvolvementindevelopment,implementation,and/orongoingevaluati onofdrug -eliminationplan
- X Policeprovidecrimedatatohousingauthoritystaffforanalysisandaction
- X Policehaveestablishedaphysicalpresenceonhousingauthorityproperty(e.g.,communitypolicingoffice,officerin residence)
- Policeregularlytestifyinandotherwisesupportevictioncases
- X PoliceregularlymeetwiththePHAManagementandresidents
- X AgreementbetweenPHAandlocallawenforcementagencyforprovisionofabove -baselinelawenforcementservices
- Otheractivities(listbelow)

2.Whichdevelopmentsaremostaffected?(listbelow)

- MillsMemorial11 -1
- ChamberlainHeights11 -5
- CommunityTowers11 -2

D.AdditionalinformationasrequiredbyPHDEP/PHDEPPlan

PHAseligibleforFY2000PHDEPfundsmustprovideaPHDEPPlanmeetingspecifiedrequirementspriortoreceiptofPHDEPfunds.

- Yes No:IsthePHAeligibletoparticipateinthePHDEPinthefiscalyearcoveredbythisPHAPlan?
- Ye s No:HasthePHAincludedthePHDEPPlanforFY2000inthisPHAPlan?
- Yes No:ThisPHDEPPlanisanAttachment.(AttachmentFilename:___)

14.RESERVEDFORPETPOLICY

[24CFRPart903.79(n)]

18.1 EXCLUSIONS

This policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.

18.2 PETS IN SENIOR BUILDINGS

The MHA will allow for pet ownership in projects or buildings designated for use by elderly and/or disabled families and in any project or building for which elderly and/or disabled families are given preference. Except at the developments and buildings listed below, pet ownership is prohibited in all public housing properties.

18.3 Approval

Residents must have the prior approval of the MHA before moving a pet into their unit. Residents must request approval on the Authorization for Pet Ownership Form that must be fully completed before the Housing Authority will approve the request.

18.4 Types and Number of Pets

The MHA will allow only domesticated dogs, cats, birds, and fish in aquariums in units. All dogs and cats must be neutered.

Only one (1) pet per unit allowed.

Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight-trained dogs, will not be allowed.

No animal may exceed thirty (30) pounds in weight.

18.5 Inoculations

In order to be registered, pets must be appropriately inoculated against rabies and other conditions prescribed by local ordinances.

18.6 PetDeposit

A pet deposit of \$75 is required at the time of registering a pet. The deposit is refundable when the pet or the family vacates the unit, less any amount owed due to damage beyond normal wear and tear.

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. X 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. X Yes No: Was the most recent fiscal audit submitted to HUD?
3. X Yes No: Were there any findings as the result of that audit?
4. X Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? _____
5. X 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. X Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the Management Table?

optional Public Housing Asset

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:

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

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant -based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)
All adult residents of the development that the resident organization is being formed.

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) Meriden Connecticut

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

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

- Other: (list below)

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

D. Other Information Required by HUD

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

Attachments

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

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and III

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non -CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment - Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2 - 19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

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

**AnnualStatement
CapitalFundProgram(CFP) PartIII:ImplementationSchedule**

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)

Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

HomeOwnershipAttachment

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MERIDEN HOUSING AUTHORITY'S
SECTION 8 HOME OWNERSHIP PROGRAM (SEHOP)
ACTION PLAN

Eligibility Requirements(24CFR982.627)

The family must meet all the eligibility requirements listed below before the commencement of home ownership assistance.

- The family must be eligible for the Housing Choice Voucher Program
- The family satisfies any first-time home owner requirements
- The family satisfies the minimum income requirement
- The family has not defaulted on a mortgage securing debt to purchase a home under the home ownership option
- The family must have a good credit history

The MHA will impose the following additional requirements

- The family has had no family caused violations of HUD's Housing Quality Standards within the past 3 years
- The family is not within the initial one-year period of the HAP contract
- The family does not owe any money to a PHA
- The family has not committed any serious or repeated violations of a PHA assisted lease within the past 2 years
- The family has no criminal history within the past 5 years

I. ELIGIBILITY REQUIREMENTS

Meriden Housing Authority (MHA) may not provide home ownership assistance for a family unless MHA determines that the family satisfies all of the following initial requirements at the commencement of home ownership assistance for the family:

1. Family Self-Sufficiency (FSS) Participation Requirement

- The family is a participant in MHA's FSS program
- Exception: If a family has qualified for home ownership assistance provided by another jurisdiction, but wishes to purchase a home within the City of Meriden, Section 8 home ownership assistance is portable to MHA's jurisdiction, subject to any reasonable requirements MHA may impose on a case-by-case review to help ensure that the family is well positioned to succeed as a homeowner in Meriden.
- Additional participants may be added at the discretion of MHA's Leased Housing Director

2. Section 8 Participation Requirements

- The family must be admitted to the Section 8 Housing Choice Voucher program, in accordance with MHA's Section 8 administrative plan. A family assisted under the homeownership option may be a newly admitted or existing participant in the program.

3. FIRST-TIME HOME BUYER REQUIREMENT

To qualify as a first-time home buyer, the assisted family may not include any person who owned a "present ownership interest" in a residence of any family member during the three years before the commencement of homeownership assistance for the family.

- a. The term "first-time home buyer" includes a single parent or displaced homemaker who, while married, owned a home with his or her spouse, or resided in a home owned by his or her spouse. (12 U.S.C. 12713)
- b. A family that includes a family member is a person with disabilities, and, for whom, use of the homeownership option is needed as a reasonable accommodation so that the Housing Choice Voucher program is readily accessible to and usable by such a person, in accordance with 24 C.F.R. 8.

HUD's September 2000 final rule indicates that the eligibility requirements are "intended to direct homeownership assistance to "new" homeowners whom may be unable to purchase a home without this assistance" and to "discourage use of Section 8 subsidy on behalf of families who have achieved homeownership independently, without benefit of the Federal Section 8". (Federal Register, 9/12/00, p. 55134).

4. MINIMUM INCOME REQUIREMENTS

c. General Requirements

MHA has established minimum income requirements based upon family size and purchase price. These are provided in Attachment A to this SEHOP Plan. These minimum income requirements may be modified in accordance with lender and underwriting practices.

Exclusion of welfare assistance from income determinations: MHA will not count any welfare assistance received by the family in determining annual income and whether it meets the Minimum Income Requirement. This disregard of welfare assistance income affects only the determination of annual income used to determine if a family initially qualifies for commencement of homeownership assistance, but does not affect: (1) the determination of income eligibility for admission to the

voucher program; or (2) calculation of the family's total tenant payment (gross family contribution); or (3) calculation of the amount of home ownership assistance payments on behalf of the family.

Exception for elderly families and disabled families: In the case of an elderly family or a disabled family, MHA will count welfare assistance of adult family members who will own the home in determining annual income and whether it meets the Minimum Income Requirement.

d. Alternative Minimum Income Requirements

A family that does not meet SEHOP minimum income requirements may still be eligible if they meet HUD minimum income requirements and satisfy each of the following requirements:

The family must meet HUD minimum income requirements. At commencement of home ownership assistance payments, the family must demonstrate that the annual income, as determined above, of the adult members who will own the home at commencement of home ownership assistance is not less than:

- e. For a disabled family, the monthly Federal SSI benefit for an individual living alone (or paying his or her share of food and housing costs) multiplied by twelve; or
- f. For all other families, the Federal minimum wage multiplied by 2,000.

The family must demonstrate that it has been pre-qualified or pre-approved for financing.

The pre-qualified or pre-approved financing must meet MHA's requirements for financing the purchase of the home (including qualifications of lenders and terms of financing).

The pre-qualified or pre-approved financing amount must be sufficient to purchase housing that meets Housing Quality Standards in Meriden.

5. EMPLOYMENT REQUIREMENT

The Family must demonstrate that one or more adult members of the family who will own the home at commencement of home ownership assistance:

- Is currently employed on a full-time basis, which is defined as not less than an average of 30 (thirty) hours per week; and
- Has been continuously employed on a full-time basis during the year before commencement of home ownership assistance for the family.

Work interruptions: MHA will determine, at its discretion, whether interruptions of employment are considered to be permissible.

Exemption from employment requirement for elderly and disabled families: The Employment Requirement does not apply to an elderly family or a disabled family, as defined in 24 C.F.R. 5.403(b). Furthermore, for a family that is not an elderly or disabled family but includes a person with disabilities, MHA will grant an exemption from the employment requirement if MHA determines that an exemption is needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities, in accordance with 24 C.F.R. 8.

6. GOODSTANDING REQUIREMENT

Any family applying for the Section 8 Homeownership Program (SEHOP) must be an tenant in good standing with MHA. The household must have a history of on-time payments, must demonstrate compliance with all MHA requirements for continued program eligibility, and may be asked to submit criminal background and credit check. These will be evaluated on a case-by-case basis, and a criminal record or poor credit is not necessarily cause to be ineligible for SEHOP Assistance.

7. PROHIBITION AGAINST MORTGAGE DEFAULTS

MHA will not commence home ownership assistance for a family that includes an individual who was an adult member of a family at the time when such family received home ownership assistance and defaulted on a mortgage securing debt incurred to purchase the home.

B. ELIGIBILITY REQUIREMENTS FOR UNITS

A family approved for SEHOP Assistance may purchase the following types of homes: a new or existing home, as a single-family home, a condominium, or a manufactured home to be situated on a privately owned lot.

MHA may not provide home ownership assistance before the unit satisfies all of the following requirements:

1. Initial Requirements

- a. The unit is eligible for Section 8 assistance, in accord with MHA's Section 8 Administrative Plan and regulations at 24 C.F.R. 982.352 (with the exception of provision that prohibits using Section 8 assistance for homeownership and for PHA -owned housing, at 24 C.F.R. 982.352(a)(6), (a)(7), and (b), and corresponding provision of the Administrative plan)
- b. The unit was either under construction or already existing at the time that the family enters into a contract of sale.
- c. The unit is either a one unit property (including a manufactured home) or a single dwelling unit in a condominium.

1. Inspection Requirements

- a. The unit has been inspected by a MHA inspector (or MHA's designee) Housing Quality Standards (HQS), as required for any Section 8 assistance.
- b. The unit has been inspected by an independent inspector selected by and paid for by the family. MHA requires that independent inspectors be certified by the American Society of Home Inspections. MHA may establish additional standards for qualification of inspectors selected by families in SEHOP. However, MHA may not require the family to use an independent inspector selected by MHA. The independent inspector may not be a MHA employee or contractor, or other person under the control of MHA.

Requirement of independent inspection: The independent inspection must cover major building systems and components, including foundation and structure, housing interior and exterior, and the roofing, plumbing, electrical, and heating systems. The independent inspector must be qualified to report on property conditions, including major building systems and components.

The independent inspector must provide a copy of the inspector report to both the family and to MHA. MHA may not provide SEHOP homeownership assistance until the MHA has reviewed the inspection report of the independent inspector. Even if the unit otherwise complies with the HQS, MHA shall have the discretion to disapprove the unit for homeownership assistance because of the information in the inspection report.

- c. If either the HQS inspection or the independent inspection determines that the home requires repairs before occupancy, MHA will discuss the results with the family. If repairs are to be made, contract of sale may be assigned contingent upon the satisfactory completion of repairs. No homeownership assistance may be provided before the unit passes HQS standards and before MHA approves the results of the report of the independent inspector.

1. Seller Qualifications

MHA may not commence home ownership assistance for occupancy of a home if MHA has been informed (by HUD or otherwise) that the seller of the home is debarred, suspected, or subject to a limited denial of participation under 24 C.F.R.

In its administrative discretion, MHA may deny approval of a seller for any reason provided for in disapproval of a owner under 24 C.F.R. 982.306.

4. Environmental Requirements

In accord with HUD regulations, including regulations at 24 C.F.R. 58.6, MHA will comply with authorities in requiring purchasers to obtain and maintain flood insurance for units in special flood hazard areas, prohibiting assistance for acquiring units in the coastal barriers resource system, and requiring notification to the purchaser of units in airport runway clear zones and airfield clear zones.

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C. Required Homeownership Counseling

2. Pre-Purchase Homeownership Counseling Requirements

Before a family is eligible to receive SEHOP assistance, the family is required to:

- (a) secure a readiness assessment from the pre-purchase counseling agency, to determine any impediments to purchasing within six months of completion of a pre-purchase education course as approved by the MHA;
- (b) attend and complete a pre-purchase counseling program, approved by the MHA, and designed to assist the family in resolving any impediments to purchasing, should the readiness assessment reveal any;
- (c) attend and complete a pre-purchase training and education provided by the MHA.

The pre-purchase counseling program will cover credit counseling and repair, money management and budgeting. The pre-purchase training and education program will cover the pros and cons of homeownership; making a decision as to the type of home to purchase, the advantage of purchasing a home in an area that does not have a high concentration of low income families, Fair Housing issues in homeownership, how to identify a Realtor with whom to work, how to select a home that meets the family's needs, how to negotiate a purchase agreement, ordering pre-purchase inspections, mortgage options, Fair Lending issues in homeownership, how to secure mortgage financing, avoidance of predatory lending practices, the mortgage approval process, selecting an attorney, what occurs at a closing, the mortgage documents (including Federal and State Laws, RESPA and truth-in-lending), home maintenance, budgeting as a homeowner, and any other issues related to owning a home.

If, after completion of the required program, the counseling provider determines that additional assistance is needed prior to home ownership, MHA, together with the family and counseling provider, will establish a course of action that must be satisfactorily completed before the family is eligible for home ownership assistance.

The agency providing the education and counseling programs shall either be HUD-approved, or the programs shall be consistent with the home ownership education and counseling provided under HUD's Housing Counseling Program.

1. Post-Purchase Counseling Program

MHA will require households to participate in an MHA-approved post-purchase counseling program while receiving assistance. Such counseling will include topics such as financial planning required by new home buyers; handling maintenance and repairs; energy conservation; home owner assistance programs; banks' roles in servicing mortgages, and what to do if there is a possibility of a late or missed payment.

D. Financing and Purchase Requirements

2. Pre-qualification/Pre-approval

Upon completion of pre-purchase education course, the family must, within thirty (30) days, secure a pre-qualification letter from a qualified lender, to provide them with an appropriate price range for their housing search. It is understood that the pre-qualification letter does not commit the lender to loan to the family, and is used, simply as a guideline for the family as it searches for an appropriate home.

Alternatively, the family may, within the same 30-day period, secure a pre-approval form from a qualified lender, indicating the amount of funding and type of mortgage product that the lender will provide, at such time as the family has entered into an accepted purchase and sales agreement.

In either instance, the MHA will provide to the lender notice of the amount and terms of the housing assistance payments to be made on behalf of the family. When qualifying the family for a mortgage, the lender will be required to consider all income allowed by Section 8 as income, according to the same terms as the Minimum Income Requirement, and subject only to the underwriting restrictions of the loan program for which the family has applied.

MHA will maintain a list of lenders who have been informed of SEHOP requirements and understand the mortgage products available to households in the SEHOP program.

3. Required Time - Frame for Purchasing a Home

Upon completion of pre-purchase counseling (if required), the pre-education course, and receipt of a pre-qualification letter from a qualified lender, the family must commence an active search for a home.

The family may continue to participate in the home ownership program, and will be considered to have satisfied this requirement if they have submitted to the MHA;

- (a) a fully executed purchase and sales agreement that meets all conditions of the program
- (b) a commitment for permanent mortgage financing by a qualified lender

within 180 days of having been pre-qualified. For good cause, MHA may extend a family's time to locate a home in additional 30-day increments.

During a Section 8 participant's search for a home to purchase, their Section 8 rental assistance shall continue pursuant to the Administrative Plan. If a Section 8 participant family is unable to locate a home within the time approved by MHA, their Section 8 rental assistance through the Section 8 Housing Choice Voucher Program shall continue.

1. MHA Approval of Financing Terms

MHA will authorize home ownership assistance only when the loan product has been pre-approved by MHA. MHA has worked to establish program-specific loan products that will accommodate the needs of our program participants as well as the needs of lenders, underwriters, and the secondary mortgage market. The basic requirements of our pre-approved loan products are provided as an attachment to this document.

MHA welcomes any additional lenders who will provide loan products suited to the needs of our program and its participants. In addition, should a SEHOP participant family prefer to finance its purchase through a lender whose loan products have not been pre-approved by MHA, MHA will negotiate with that lender to provide loan products suited to our program requirements.

MHA will review lender qualifications and loan terms before authorizing home ownership assistance. MHA may disapprove proposed financing, refinancing, or other debt if MHA determines that the debt is unaffordable, or that the lender or other loan terms do not meet MHA qualifications. In making this determination, MHA may take into account other family expenses, such as child care, unreimbursed medical expenses, home ownership expenses, and other family expenses as determined by MHA.

Loan approval will not be unreasonably withheld and is intended as a check to disqualify prospective financing including terms and conditions that are not in the best interest of the family.

4. Down -payment Requirements

MHA requires a minimum homeowner down payment of at least 3 percent of the purchase price, with at least one percent of the purchase price paid from the family's personal resources.

MHA will maintain a list of down -payment assistance programs available to Section 8 Homeownership families.

2. Contract of Sale Requirements

Homeownership assistance may not begin before the family has entered a contract of sale with the seller of the unit to be acquired by the family. The family must give MHA a copy of the contract of sale. The sale must:

- a. Specify the price and other terms of sale by the seller to the purchaser.
- b. Provide that the purchaser will arrange for a pre -purchase inspection of the dwelling unit by an independent inspector selected by the purchaser.
- c. Provide that the purchaser is not obligated to purchase the unit unless the inspection is satisfactory to the purchaser.
- d. Provide that the purchaser is not obligated to pay for any necessary repairs.
- e. Contain a certification from the seller that the seller has not been debarred, suspended, or subject to a limited denial of participation under HUD regulations, including regulations at 24 C.F.R. 24.

II. Terms of Homeownership Assistance

A. Maximum Term of Homeownership Assistance

A family shall not receive homeownership assistance for more than:

- Fifteen years, if the initial mortgage incurred to finance purchase of the home has a term of 20 years or longer; or
- Ten years, in all other cases.

Applicability of Maximum Term: The maximum term described above applies to any member of the family who has an ownership interest in the unit during the time that home ownership payments are made; or is the spouse of any member of the household who has an ownership interest in the unit during the time home ownership payments are made.

Exception for Elderly and Disabled Families: The maximum term does not apply to elderly and disabled families, with the following conditions:

- In the case of an elderly family, the exception applies only if the family qualifies as an elderly family at the start of home ownership assistance.
- In the case of a disabled family, the exception applies if, at the time during receipt of home ownership assistance, the family qualifies as a disabled family.
- If, during the course of home ownership assistance, the family ceases to qualify as a disabled or elderly family, the maximum term becomes applicable from the date home ownership assistance commenced. However, such a family must be provided at least 6 months of home ownership assistance after the maximum term becomes applicable (provided the family is otherwise eligible to receive home ownership assistance in accordance with the Administrative Plan).

Assistance for different homes or from different PHAs: If the family has received home ownership assistance for different homes, or from different PHAs, the total of such assistance terms is subject to the maximum terms specified above.

A. Amount and Distribution of Homeownership Assistance Payments

1. Amount of Monthly Homeownership Assistance Payments

While the family is residing in the home, MHA shall pay a monthly homeownership assistance payment on behalf of the family that is equal to the *lower of either:*

- The payment standard minus the total tenant payment; or
- The family's monthly homeownership expenses minus the total tenant payment.

a. Payment Standard

The payment standard for a family is the lower of either:

- The payment standard for the unit size; or
- The payment standard for the size of the home.

The payment standard for a family is the greater of either:

- The payment standard at the commencement of home ownership assistance for occupancy of the home; or
- The payment standard at the most recent regular reexamination of family income and composition since the commencement of home ownership assistance for the occupancy of the home.

MHA must use the same payment standard schedule, payment standard amounts, and subsidy standards for the home ownership option as for the rental voucher program. If the home is located in an exception payment standard area, the PHA must use the appropriate payment standard for the exception payment standard area.

a. Homeownership Expenses

Expenses allowed in the determination of monthly homeownership expenses include only amounts allowed by MHA to cover:

For a homeowner:

- Principal and interest on initial mortgage debt, any refinancing of such debt, and any mortgage insurance premium incurred to finance purchase of the home;
- Real estate taxes and public assessment on the home;
- Home insurance;
- An approved allowance for maintenance expenses;
- An approved allowance for costs of major repairs, replacements;
- An approved allowance for utilities for the home; and
- Principal and interest on mortgage debt incurred to finance costs for major repairs, replacements, or improvements for the home. If a member of the family is a person with disabilities, such debt may include debt incurred by the family to finance costs needed to make the home accessible for such person, if MHA determines that an allowance of such costs as homeownership expenses is needed as a reasonable accommodation so that the home ownership option is readily accessible to and usable by such person, in accord with HUD regulations at 24 C.F.R. 8.
- Land lease payments (where a family does not own fee title to the real property on which the home is located).

For a condominium owner: In addition to the homeownership expenses listed above, homeownership expenses may also include condominium operating charges or maintenance fees assessed by the condominium association.

1. Distribution of Homeownership Assistance Payments

MHA will make monthly homeownership assistance payments directly into a dedicated, limited -access account established by the mortgage lender.

If the monthly home ownership assistance payment exceeds the amount due to the lender, MHA will pay the excess directly to the family.

II. Requirements for Continued Assistance

A. Family Obligations

1. Family obligations Applicable to all Section 8 Recipients

Families receiving home ownership assistance under the Section 8 program must satisfy those family obligations required of all families receiving Section 8 assistance, as specified in MHA's Section 8 Administrative Plan, with the exception of irrelevant provisions which are specified at 24 C.F.R. 982.634(b)(9). The basic Section 8 family obligations relevant to the families receiving home ownership assistance are described more fully in MHA's Section 8 Administrative Plan and include:

a. Supplying required information

The family must supply any information that MHA or HUD determines is necessary in the administration of the Section 8 program, including submission of required evidence of citizenship or eligible immigration status.

The family must supply any information requested by MHA or HUD for use in a regularly scheduled re-examination or interim re-examination of family income or composition in accordance with HUD requirements and MHA policies specified in the Administrative Plan.

The family must disclose and verify social security numbers and must sign and submit consent forms for information in accordance with HUD requirements and MHA policies specified in the Administrative Plan.

Any information supplied by the family must be true and complete.

b. Use and occupancy of the assisted unit

The family must use the assisted unit for residence by the family. The unit must be the family's only residence.

The composition of the assisted family residing in the unit must be approved by MHA. The family must promptly inform MHA of the birth, adoption, or court custody of a child. The family must request MHA approval to add any other family member as an occupant of the unit. No other person [i.e., nobody but members of the assisted family] may reside in the unit (except for a foster child or live-in aide). -awarded

The family must promptly notify MHA if any family member no longer resides in the unit.

If MHA has given approval, a foster child or live-in aide may reside in the unit. MHA has the discretion to adopt reasonable policies concerning residence by a foster child or live-in aide, and concerning when MHA consent may be given or denied. Such policies are specified in MHA's Section 8 Administrative Plan.

Members of the household may engage in legal profit-making activities in the unit, but only if such activities are incidental to primary use of the unit for residence by members of the family.

The family must not sub-lease or sub-let the unit.

The family must not assign the lease or transfer the unit. For families receiving home ownership assistance, see the prohibitions, below on conveyance or transfer of the home.

c. Absence from unit

The family must supply any information or certification requested by MHA to verify that the family is living in the unit, or relating to family absence from the unit (in excess of 10 days), including any MHA-requested information or certification on the purposes of family absences. The family must cooperate with MHA for this purpose. The family must promptly notify MHA of any absence from the unit.

d. Fraud and other program violation

The members of the family must not commit fraud, bribery, or any other corrupt or criminal act in connection with the program.

e. Crime by other family members

The members of the family may not engage in drug-related criminal activity, or violent criminal activity. MHA policies regarding drug-related or violent criminal activity are specified more fully in the Section 8 Administrative Plan.

f. Prohibition against duplicative housing assistance

An assisted family, or members of the family, may not receive Section 8 tenant-based assistance while receiving another housing subsidy, for the same unit or for a different unit, under any duplicative (as determined by HUD or in accordance with HUD regulations) Federal, State or local housing assistance program.

g. Applicability of other Section 8 program requirements

The above list of family obligations required of any family receiving Section 8 assistance is not intended to limit or supersede family obligations as specified in MHA's Section 8 Administrative Plan. Families receiving home ownership assistance are referred to the Administrative Plan for more specific information about family obligations and program administration.

There are a number of regulatory requirements for Section 8 participants that are not applicable to recipients of home ownership assistance — primarily, because these requirements pertain specifically to the tenant-landlord relationship. These exceptions are specified at 24 C.F.R. 982.641 and elsewhere in 24 C.F.R. 982 Subpart M, and are discussed below in Section IV.D. These exceptions do not substantively alter the family obligations of SEHO home ownership assistance recipients.

2. Family Obligations Specific to Recipients of Section 8 Home Ownership Assistance

In addition, families receiving home ownership assistance must satisfy additional family obligations, which are specified in this section III.A.2, as a condition for continued receipt of home ownership assistance. Before commencement of home ownership assistance, the family must execute a statement of family obligations on the form prescribed by HUD. In the statement, the family agrees to comply with all family obligations under the home ownership option of the Section 8 program.

a. On-going counseling

To the extent required by MHA, the family must attend and complete on-going post-purchase home ownership and housing counseling.

b. No requirement of periodic inspections

Families receiving Section 8 rental assistance must have their rental unit inspected periodically to ensure that it complies with HUD Housing Quality Standards. This requirement of periodic inspections does not apply to Section 8 participants receiving home ownership assistance.

c. Compliance with mortgage

The family must supply to MHA any information concerning:

- (1) Any mortgage or other debt incurred to purchase the home, and any refinancing of such debt (including information needed to determine whether the family has defaulted on the debt, and the nature of any such default), and information on any satisfaction or payment of the mortgage debt. SEHO assisted families are required to provide proof of mortgage payments and other relevant home ownership expenses on an annual basis.
- (2) Any sale or other transfer of any interest in the home.
- (3) Any information required by MHA concerning the family's home ownership expenses.

d. Notice of mortgage default

The family must notify MHA, if the family defaults on a mortgage securing debt incurred to purchase the home (or any refinancing of such debt).

e. Supplying required information

The family must supply to MHA any information concerning:

- (1) Any mortgage or other debt incurred to purchase the home, and any refinancing of such debt (including information needed to determine whether the family has defaulted on the debt, and the nature of any such default), and information on any satisfaction or payment of the mortgage debt. SEHOP assisted families are required to provide proof of mortgage payments and other relevant home ownership expenses on an annual basis.
- (2) Any sale or other transfer of any interest in the home.
- (3) Any information required by MHA concerning the family's home ownership expenses.

f. Occupancy of home

Home ownership assistance may only be paid while the family is residing in the home. If the family moves out of the home, MHA may not continue home ownership assistance after the month when the family moves out. The family or lender is not required to refund to MHA the home ownership assistance for the month when the family moves out.

g. Notice of Move -Out

The family must notify MHA before the family moves out of the home.

h. Prohibition on ownership interest on second residence

During the time the family receives home ownership assistance under the SEHOP program, no family member may have any ownership interest in any other residential property.

i. Prohibition against conveyance or transfer of home

So long as the family is receiving home ownership assistance, use and occupancy of the assisted unit, and absence from the unit.

of the home is subject to HUD and MHA regulations regarding use and

The family may grant a mortgage on the home for debt incurred to finance purchase of the home or any refinancing of such debt.

Upon the death of a family member who holds title, in whole or in part, to the home, home ownership assistance may continue pending settlement of the decedent's estate, notwithstanding transfer of title by operation of law to the decedent's executor or legal representation, so long as the home is solely occupied by remaining family members in accordance with 24 C.F.R. 982.551(h) and MHA's Section 8 Administrative Plan.

A. Denial or Termination of Assistance

MHA shall terminate home ownership assistance for the family, and shall deny voucher rental assistance for the family, as follows:

1. Failure to meet required obligations under the Section 8 voucher program

MHA will deny or terminate home ownership assistance in accordance with MHA's Section 8 Administrative Plan's provisions for denial or termination of assistance, including provisions concerning crime by family members.

2. Failure to comply with family obligations

MHA will deny or terminate assistance for violation of participant obligations as described in MHA's Section 8 Administrative Plan and this SEHOP Addendum to the Administrative Plan.

3. Mortgage default

MHA must terminate home ownership assistance for any member of a family receiving home ownership assistance who is dispossessed from the home pursuant to a judgment or order of foreclosure on any mortgage (whether FHA-insured or non-FHA) securing debt incurred to purchase the home, or any refinancing of such debt.

MHA, at its discretion, may permit the family to move to a new unit with continued voucher rental assistance. However, MHA must deny such permission if:

- a. The family defaulted on an FHA-insured mortgage; and
- b. The family fails to demonstrate that: (1) the family has conveyed title to the home, as required by HUD, to HUD or HUD's designee; and (2) the family has moved from the home within the period established or approved by HUD.

A. Automatic Termination of Homeownership Assistance

Homeownership assistance is limited by the same income limits and housing assistance payment rules and policies applicable to MHA's Section 8 rental assistance program. Homeownership assistance for a family terminates automatically 180 calendar days after the last homeownership assistance payment on behalf of the family. However, MHA has the discretion to grant relief from this requirement in those cases where automatic termination would result in extreme hardship for the family.

II. Other Administrative Matters

A. Portability

- A family may qualify to move outside the initial PHA jurisdiction with continued homeownership assistance under the voucher program, in accordance with the requirements of this Addendum.
- Subject to the terms of MHA's Section 8 portability requirements and requirements for continued assistance, a family determined eligible for homeownership assistance by MHA may purchase a unit outside MHA's jurisdiction if the receiving PHA is administering a voucher homeownership program and is accepting new homeownership families.
- Subject to the terms of MHA's Section 8 portability requirements and requirements for continued assistance, a family determined eligible for homeownership assistance by a PHA in a different jurisdiction may purchase a home within the City of Meriden, and their Section 8 homeownership assistance will be portable to MHA administration, subject to any reasonable requirements MHA may impose on a case-by-case review to help ensure that the family is well-positioned to succeed as a homeowner in the City of Meriden.
- In general, the portability procedures described in MHA's Section 8 Administrative Plan (and HUD regulations at C.F.R. 982.353 and 982.355) apply to the homeownership option, and the administrative responsibilities of the initial and receiving PHA are not altered except that some administrative functions (e.g., issuance of a voucher or execution of a tenancy addendum) do not apply to the homeownership option.
- The family whose seek portability of its homeownership assistance must attend the briefing and counseling sessions required by the receiving PHA. The receiving PHA will determine whether the financing for and the physical condition of the unit are acceptable. The receiving PHA must promptly notify the initial PHA, if the family has purchased a eligible unit under the program, or if the family is unable to purchase a home within the maximum time established by the PHA.
- Continued assistance under the portability procedures is subject to the following requirements for Moves with Continued Tenant-Based Assistance.

A. Moves with Continued Tenant -Based Assistance

1. Permitted Move to a New Unit

A family receiving home ownership assistance may move to a new unit with continued tenant -based assistance in accord with the requirements of this Section IV.

B. The family may move either with voucher rental assistance (in accordance with rental assistance program requirements) or with voucher home ownership assistance (in accordance with home ownership assistance requirements).

MHA will not commence continued tenant -based assistance for occupancy of the new units so long as any family member owns any title or other interest in the prior home.

MHA permits only one move per calendar year from one unit eligible for home ownership assistance, but MHA may make exceptions to this rule, at MHA's discretion, on a case -by-case basis. Moves that involve (both to and from) only unit's eligible for rental assistance are governed by MHA's Section 8 Administrative Plan.

2. Requirements for Continuation of Home Ownership Assistance

If a family that has received home ownership assistance wants to move to a new unit with continued home ownership assistance, the family must satisfy all the initial requirements specified in Section I and thereafter of this Addendum except the following requirements for eligibility for home ownership assistance, which do not apply:

- a. The requirement for pre -assistance counseling, except that MHA may require that the family complete additional counseling (before or after moving to a new unit with continued home ownership assistance).
- b. The requirement that the family be a first -time homeowner.

1. When MHA may DENY Permission to Move with Continued Assistance

MHA may deny permission to move to a new unit with continued voucher assistance as follows:

- a. MHA may deny permission to move with continued rental or home ownership assistance if MHA determines that it does not have sufficient funding to provide continued assistance.

- b. At any time, MHA may deny permission to move with continued rental or home ownership assistance in accord with the provisions for denial or termination of assistance provided in Section III.B., Denial or Termination Assistance, of this Addendum or elsewhere in MHA's Section 8 Administrative Plan.

Attachment B

Underwriting Guidelines for Section 8 Mortgages

Income and Borrower Qualification Options

Deduct HAP from PITI Option

Under this option, the borrower's HAP is applied directly to the PITI, and the housing debt to income ratio is calculated on the "net housing obligation" of the borrower. When this option is used, it must be coupled with (1) ratios of 28/36 for all Section 8 mortgages using PITI reduction, regardless of the mortgage product chosen by the borrower, and (2) direct deposit of the monthly HAP payment into a dedicated, limited access account established by the lender and/or mortgage service.

PITI Deduction Option for Home Choice Borrowers

For Home Choice borrowers who use the HAP deduction from PITI, the qualifying ratios are 28/50. Home Choice Section 8 borrowers are limited to 28% of their non-HAP income for PITI, and may go up to 50% for their total debt ratio. Borrowers receiving SSI (non-taxable income) may gross up their earned income by 25%. The 50% total debt ratio must be used in conjunction with a budget-based worksheet.

Add HAP to Income Option

An alternate option is to calculate total income as a combination of (1) the tax-exempt HAP (grossed up by 25%) and (2) the borrower's income from employment, using underwriting ratios specific to the product being used. The PITI deduction approach may not be used with this option.

Two Mortgage Option (purchase money first and simultaneous second lien)

The borrower is qualified for the first mortgage (PITI) using only earned income, and the HAP is used to pay the full P&I for a second mortgage. This underwriting structure is appropriate if the term of the second mortgage is no longer than the maximum allowable term allowed by HUD for the Section 8 payments (15 year mortgages with financing of 20 years or more and 10 years for financing less than 20 years). (NOTE: Initially, the borrower does not make payment for the second lien from their earned income and therefore will

not experience payments shock when the HAP payment is terminated, since termination will not occur before the second lien is paid off unless the borrowers' income increases above the maximum allowed under the Section 8 program. Typically, private mortgage insurance is not applicable under this option, and there may be a fast equity build-up).

Additional Restrictions

- MHA will not approve any financing that includes balloon payments or variable interest rates.
- Private seller financing should be avoided.
- If the purchase of the home is financed with FHA mortgage insurance, such financing is subject to FHA mortgage insurance requirements.

Attachment B

Definition of Substantial Deviation and Significant Amendment or Modification

The following actions are defined as substantial deviation or significant amendment or modification:

GOALS:

- Additions or deletions of Strategic Goal

PROGRAMS:

- Any change with regard to demolition or disposition, designation of housing, home ownership programs or conversion activities.

CAPITAL BUDGET

- Additions of non-emergency work items (items not included in the current Annual Statement of Five Year Action Plan) or change in use of replacement reserve funds.

POLICIES:

- Change to rent or admissions policies or organization of waiting list.

An exception to the above definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant amendments by HUD.